

Chess Library Relocation

A. Larger Accommodation at Battle for Office and Library

The first floor rooms at Watch Oak, Battle cover a larger area than the current office on the ground floor (936 sq. ft. versus 433 sq. ft). Access to two loft areas above the offices will also be available, subject to any reinforcement flooring requirements (one loft area is partially floored already). The landlord has refurbished the offices which will include redecoration, renewal of window frames and glass where necessary and new lighting. The annual costs are estimated as follows:

	£
Rent	11,250
Service Charge at current rates (£363 x 12)	4,356 (variable according to costs lighting, heating etc)
Total	15,606
Estimate for floor re-inforcement if required	1,314 (plus VAT)

B. Current Office annual costs on Ground Floor plus Library storage costs versus First Floor Offices

	Current Office	LibraryStorage	TotalCurrent Costs	First Floor Office	Additional Cost
Square Footage	433 sq.ft			936 sq.ft	
	£	£	£	£	£
Rent	5,200	3,526	8,726	11,250	
Service Charge	2,208		2,208	4,356	
Total	7,408	3,526	10,934	15,606	4,672
Rent & Service charge £ per sq. ft.	17.11			16.67	