

## Community & Youth Centre Maintenance and Updates September 2022

- We have received delivery of our new printer
- Isabel Gunn has joined the team as Admin Assistant on a 6 month fixed term contract, working 12 hours per week.
- 4 new solar lights have been put up outside the Community and Youth Centre.
- David Mckneight has amended his quote to decorate the training room it has increased by £50.00. This has been approved by Norma. Work will commence in the new year.
- We have received delivery of new tables and trolley for the main hall.
- The intruder and fire alarm for the Youth Centre is now being monitored by the SCC
- We are working towards getting the Youth Centre and Pop up Café rated with environmental health.
- New baby changing unit has been put up in the disabled toilet due to previous unit being damaged. We did not have to purchase a new one as we received one for the Youth Centre that we could not use due to the walls not being strong enough.
- Free standing baby changing unit received and assembled for Youth Centre.
- Obtaining quotes for cracked glass on the front door of the Community Centre.
- New TV screen has been mounted in the reception area displaying what is happening at the centre daily.
- 9 volunteers via Red Hat are coming to volunteer for the day on the 28<sup>th</sup> November we plan to get them to dig out a path between the Lounge door and Youth Centre gate. To replicate the path in the front garden.
- Loss adjuster has been to access the damage to the side of the building that was caused by VIVID van driver. Awaiting confirmation from Allianz insurance to confirm we can get the damage repaired.
- New Sensory Corner being set up in the lounge area.
- We now offer Sunflower lanyards for visitors with hidden disabilities. Staff and Fridge & Cupboard volunteers have received a briefing.
- We are in the process of reviewing our Key holder procedure and building induction.
- KBO due to service the intruder alarm in December.
- Boiler Service due in December.

## Bookings & Hirers

All of our regular hirers continue.

Frimley Park Respiratory Team have confirmed bookings for 2023.

NHS Diabetes team have been in contact and wanting to make a booking to use the training room on a regular basis. Booking should be confirmed in the coming days.

## New Hirers

- Talkplus -hiring the consulting room every Thursday for counselling
- Healthshare - hiring the Training room Thursday afternoons for Physio although no sessions have taken place due to Physio therapist being ill.
- Youth Counselling -Consulting room is being used free of charge on a Friday via Andrew.Smith@sabp.nhs.uk.
- Surrey Heath & Farnham Mental Health Integrated Community Service - hiring the consulting room on a Tuesday AM.
- Kids on The Hill are using the Youth Centre every Thursday 3.30 till 5. This is a joint adventure with Hale Community Centre and is for local children in years 3 to 6.
- NHS Vaccination clinic have made a 3rd booking for the 13<sup>th</sup> December. The team are hoping to be able to come monthly in 2023, awaiting news on funding.
- Teacakes Community Group are meeting monthly.

Since September we have received 34 enquires in relation to hiring, primarily the interest has been the Main Hall for parties.

16 bookings confirmed

1 we could not accommodate as we already had a booking on the date required

1 going to use a different hall due to price

1 using a hall closer to home

15 No responses chaser emails and calls made

## Social Media

We have continued to keep in contact with the community through various social media channels and the website and ensured we were passing on information and advice from other agencies.

Hale Community Centre Facebook – 808 Follower & 707 likes

Community Fridge & Cupboard - 775 Followers & 709 likes

## Swap Shop

Continues to be used by the Community. We are hosting a Christmas Gift Day on the 30<sup>th</sup> November. We are asking for donations at present for new or nearly new donations.

### Volunteers

Our volunteers continue to do a fantastic job in supporting all the different projects we have in flight at the Centre.

A Volunteers Christmas lunch is planned for the 8<sup>th</sup> December.

We are going to be sending all volunteers an evaluation survey to obtain feedback before the end of November

<https://forms.gle/QUahdQz7hh6HEEF6>

Reviewing and updating our volunteer agreement and introducing a volunteer rota for the Community Centre.

We have 48 active volunteers across the Community and Youth Centre. This is increasing weekly.

Welcome to volunteering come once a month with a group of volunteers who are trying to get back into the work place.

Surrey Choices come monthly with a group of volunteers to help with job in the Community Fridge & Cupboard.

### Warm Hub

We have signed up to be a Warm Hub twice a week Monday 1pm till 3pm and Wednesday 11.30 till 1.30 as part of our Community Pop In that has been running since July 2023.

We have a new volunteer Katie coming to welcome the community on a Monday she is from [www.creatingcraftsandblooms.co.uk](http://www.creatingcraftsandblooms.co.uk)

### Community Drop In

Our Wednesday Community Pop in is becoming very popular, on average we are serving approximately 20 hot meals weekly to the community. The food comes from the Community Fridge & Cupboard. It is cooked by Jenny a volunteer. Sharon a retired CA advisor is on site each week to offer information and signposting to the community.

### Recycling Unit

We have received £42.00 from Astra recycling this is from September to October.