

Centre Administrators Report November 2021

Community Fridge & Cupboard

The Community Fridge & Cupboard is moving to the IT room.

We have removed the benches from the IT room and installed new racking. Awaiting final unit and then we will move the fridges and freezers from the Training room. This will allow the F&C to open without any interruptions to the hiring of the Training Room.

Pop Up Community Café

The Pop Up Café opened for a two Saturdays in September which were extremely successful. We had a captive audience due to a hirer in the main hall. Due to the weather and to give our volunteers a break we are not opening the Pop up café weekly at present. We are allowing our hirers to use the coffee machine and charging £1.00 a coffee to cover the cost. We have used the machine for a number of community events. We will be opening the café at the Christmas Fayre.

Cost Savings

Continuing to review all the utility contracts to ensure we are on the best rate and tariffs.

Centre Maintenance and Updates

- Men in Sheds have begun to install the new gates and arch at the front of the centre.
- Obtaining 3 quotes for a path from the new gates to the existing path by the roadside, and a path across the community garden.
- Electrician providing a quote for lighting along the garden path only two of the upright lights are not working full of soil this is a recurring issue. So looking at different options.
- 4 quotes obtained for the re-decoration of the Reception area and lounge
- Mural in reception area should be completed by the end of December new seating will be in place to make the reception area more welcoming to the community.
- New Router installed with Guest WIFI.
- New storage unit to be installed in the garden to enable 1-day Mosaic workshops to take place on a regular basis and 6 x weekend workshops during 2022. Gardeners aware and happy with this.
- Mosaic for the outside of the building is coming along nicely, hopefully will be finished 1st quarter of 2022.

Bookings & Hirers.

All of our regular hirers have returned following the easing of lockdown Church on the Hill are still only using the Centre once a month this will be reviewed in April 2022.

New Hirers

Oliver Watts First Aid	Training Room he has just rebooked for 3days in January 2022.
Right at Home	Training Room meant to be monthly but only used once due to lack of new recruits.
Youth Club	Main Hall – Weekly until the nursery building has been renovated.
Denise Jacques	Main hall & Lounge monthly 1-day workshop this is as well as her weekend workshops.
I'm All Ears	Consulting Room weekly.
Space for You	Lounge weekly.
Karl Irving	Training Room Weekly starting in January 2022.

Since September we have received 25 enquires in relation to hiring, primarily the interest has been the Main Hall for parties.

7 bookings confirmed

5 we could not accommodate as we already have a booking on the date required

8 No responses chaser email sand calls made

5 either room not larger enough or adult party which at present we are not hosting due to the rise in COVID cases.

Cancellations

- Baby Yoga had been hiring the main hall since May 2021 but served notice and finished at the end of September this was due to lack of participation.
- Bubble & Squeak booked to use the main hall weekly starting in September gave notice in October for the same reason.
- Dinky Dance booked to use the main hall starting in September and cancelled due to lack of interest.

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 page – 108 posts from 1st August to date and reached 40,556 people

Community Fridge & Cupboard -55 posts from the 1st August to date and reached 14,276 people

Swap Shop

The Swap Shop has now down sized and has moved back into the cupboard in the reception of the centre. The nursery building has been cleared of all items from Swap Shop. The Community are showing interest now that it is back in the centre. We are going to promote more regular on Social Media.

Volunteers

Our volunteers continue to do a fantastic job in supporting all the different projects we have in flight at the Centre. The Volunteer Database is going we have 10 new individual's interested in wanting to volunteer for us.

We have 2 students volunteering from the Ridgeway School. One helps out in the Community Fridge the other is completing jobs in the garden every Friday.

We have 1 volunteer from Surrey Choices who comes and supports the Community Fridge & Cupboard on a Tuesday with his support worker.

Recycling Unit

Since the previous board meeting we have received the following sums of money following the community using the textile recycling unit situated in the garden.

September	£17.07
October	£22.50
November to date	£19.05