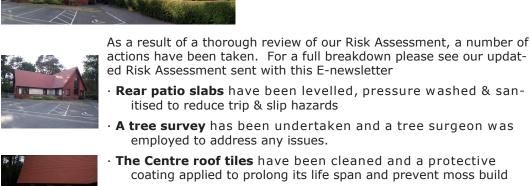
St Michael & All Angels Church Centre Summer / Autumn 2022 Newsletter VOL. 1, ISSUE 1 SEPTEMBER 2022 Welcome to this first edition of our Newsletter for Hirers. We hope you feel valued, part of the Church Centre Family and supported to develop, grow and pro-

mote your social group or business. The ways we try to assist you with this include: publishing your group profile on the Church web-page for the Centre 'A-Z of Hirers'; displaying your posters and leaflets on the Hirers Notice-board; providing you with a friendly and professional service; listening to your comments and suggestions; actively working with you to address any complaints; and proactively responding to your feedback. We have listened to you and made a number of improvements to the Centre, including taking on a new booking system which is more hirer orientated. We have enhanced the rooms to accommodate a wider variety of hirers, to attract a stronger hirer base. We are looking at advertising in a local free magazine within the next few months and plan to incorporate space to mention our regular hirers. **General Maintenance of the Church Centre & Grounds**



- The Centre roof tiles have been cleaned and a protective coating applied to prolong its life span and prevent moss build up. Finger guards have been attached to the doors children most often access (toilets and Alec Moore Room) to prevent their fingers being trapped in the hinges.
- Improvements to the Church Centre St Michaels Church Centre We have been gradually making a number of improvements to the Church Centre and grounds over the course of the last few months and during
- in August. We have completed the following works to make the spaces more user friendly and versatile. Illuminated external sign has been installed to enhance the front of the Centre Wi-Fi details have been put up in both rooms for use

cluding a Community Board Whiteboards have been hung in both the Main Hall and Alec Moore Room (hirers will need to provide their own

the week we were closed for annual maintenance

by Church Centre Patrons Notice boards have been put up around the Centre. These have various designations for Centre & hirer use, in-

TV screen with built in DVD player & HDMI connection has been fitted to the wall in the Alec Moore Room. If you wish to use this, please adjust the TV angle using both hands and adjust from the sides. The use of this facility is

pens). Please note any use of incorrect pens causing damage will incur a surcharge. The use of these boards is included with the hire of the rooms the boards are sited in

- complimentary with the hire of the room. Please note that the Centre does not have a TV License for televising live broadcasts therefore there is no aerial fitted
- A basic projector is available for use for presentations and slide shows. It is stored in the roller shutter area in a labelled container. A charge of £5 per hire is requested towards the end cost of bulb replacement **The decorative cross** in the Alec Moore Room has been

moved and sited in a more central and communal area

- A new cleaning technician has been appointed. Her name is Karen and she has been contracted for double the number of hours of our previous agents, with the aim to split her time across the week, attending a minimum of twice a week. We have agreed that the Main Hall floor will be mopped twice weekly. This does not relinquish hirers from ensuring that they leave the Centre in a clean and orderly state
- tion in the Main Hall; new, separate, exterior notice boards for the Church & Centre; and the implementation of a new booking system from Lemon Booking. The new booking system is currently being trialled. The aim for changing to Lemon Booking is to update and refine the booking experience, making it more user friendly and easier for the hirer to amend their booking to suit their changing needs. It will also give the Church Centre a website away from that of the

Pending improvements include: the installation of a TV screen for use with a DVD player and possible HDMI connec-

Church's, with the aim to appeal to the wider community. Though not yet live, watch your email inbox for an update. Support for Charities, Local Schools & the Community

The **Children's** Society

making childhood better • 18888 333

Cherubs— the Church Centre supports the Mother and Toddler group run on a Friday morning **Free Community events**—we held a number of free community events on Wednesdays in August this year, to include two free family lunches, 3 animated Disney film shows, 2 family sing-alongs and a children's singing and music workshop. We aim to continue on similar themes for October half-term and as part of the Governments 'Warm Places' scheme Project Linus—this charity supports children and young adults who are disadvantaged; in or leaving care; or in a hospice or hospital by making and giving quilts

Project ♥ Linus

Project ♥ Linus toilet twinning.org

Schools—St Michael's Middle and Beaucroft Foundation School have been supported with provision of the Centre as overflow classrooms and meeting rooms

St Michael's Church Centre support the community in a number of ways & provide our chosen charities with a venue to hold fundraising events. Here are some of the ways we have helped so far this year:

Bi-monthly Coffee morning—this is a community event held on alternate months to enable locals to get together to share a coffee and a cake and socialise

Children's Society—the Children's Society have, so far this year, held a book sale, sing-a-long film show and box collection event at the Church Centre

Colehill Community Café—the cafe is run by a number of volunteers who provide coffee and cake for the community from 11am and light lunches from 12pm until 1.30pm. All food is very reasonably priced and it is a popular social occasion

Toilet Twinning—by twinning our conveniences with one in Ethiopia, we provide the support needed for them to maintain their facilities

Ukrainian Refugees— the Main Hall is used for meetings to provide support for the people of Ukraine. St Michael's is acting as a hub to back a brilliantly simple initiative to house refugees

All hirers are politely reminded of the following:

Sweeping, Mopping & Vacuuming: please remember that all hirers (Church based, Commercial & Private) are obliged, under clause 22.2 & 22.3 of The Conditions of License, to ensure the areas hired are left as they would expect to find them

and that any rubbish generated as a result of the hire should be removed.

pected to do this within your booked slot, reflected in clause 14 of the Conditions of License. 15 Minute Buffer Prior & Post hire: there has been a leeway period of 15 minutes granted before the booked time, and 15 minutes after (during these Covid times) for sanitising any surfaces, and checking the area of hire prior & post use. No

other activity should take place in this time and only the hirer/organiser is authorised to be on the premises during these periods. This is an indefinite concession and subject to review & removal according to our risk assessment. Hirers will be notified

Use of our facilities is dependent on hirers complying with our Conditions of License. To hire our facilities all hirers are bound by this document. For your information, a copy has either been sent with this E-Newsletter or is available on our website https://www.stmichaels-church-colehill.co.uk/Groups/333466/About and How.aspx

> Our last price increase was implemented in December 2019. Since the return of activity, post Covid, the rising costs of utilities has become crippling. The cost of utilities used by the Church Centre is currently 240% higher than it was in 2019 and the Church Centre is no longer able to absorb these within the current hire fees. As difficult as we know it will be for you all find further funds, hire fees will be changing in due

> form in place before Oct 1st 2022 will have their hire charge honoured between now and 1st Jan 23. This hereby provides you with a 3 month notice period of pending change. Hirers will be notified of specific fee changes, via email, by the end of Sept. All new hirers to the Centre will have the new pric-

> Given the significant increase in the cost of gas and electricity we ask all hirers to be responsible in their use of heating. Radiators are set at 3 which generally gives a satisfactory level of heat. If you need extra heat you may adjust the radiators

> > > St Michael and All Angels Church Website

> Centre 'A to Z of Hirers' on Church Website

> Centre & Grounds Risk Assessment

ing structure implemented as of 1st October 22.

Utility & Hire Costs

Time of Hire: this includes set up and packing away, therefore you are ex-

course in order to keep pace with the current level of inflation at 9.9% (at time of writing). Hirers who have a current, signed, Booking Confirmation

when this modification is rescinded.

To remove your name from our mailing list, ask a question or comment, please email us on: stmichaels.booking.colehill@gmail.com Or call 01202 841677

accordingly but please set them back to 3 before you leave. If it is too warm then turn the radiators down and then reset at the end of the session - don't just open the windows!! PLEASE AVOID WASTING ENERGY!

Links to additional pages:

> St Michael's Church Centre

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