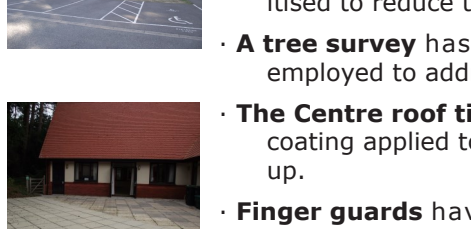


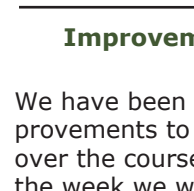


Welcome to this first edition of our Newsletter for Hirers. We hope you feel valued, part of the Church Centre Family and supported to develop, grow and promote your social group or business. The ways we try to assist you with this include: publishing your group profile on the Church web-page for the 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.

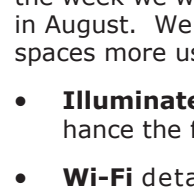


General Maintenance of the Church Centre & Grounds

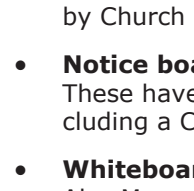
As a result of a thorough review of our Risk Assessment, a number of actions have been taken. For a full breakdown please see our updated Risk Assessment sent with this E-newsletter



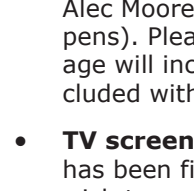
- **Rear patio slabs** have been levelled, pressure washed & sanitised to reduce trip & slip hazards



- **A tree survey** has been undertaken and a tree surgeon was employed to address any issues.



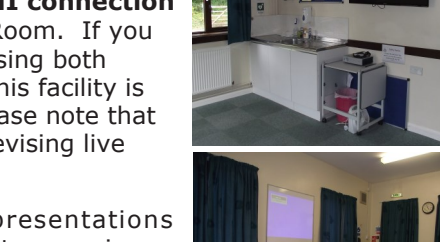
- **The Centre roof tiles** have been cleaned and a protective coating applied to prolong its life span and prevent moss build up.



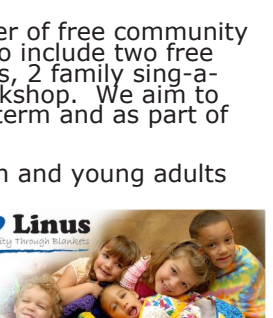
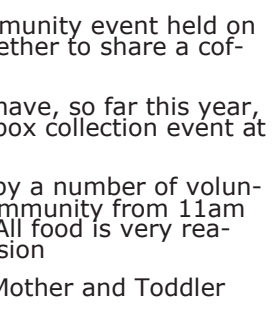
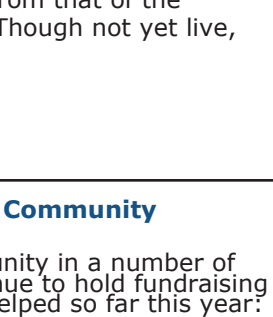
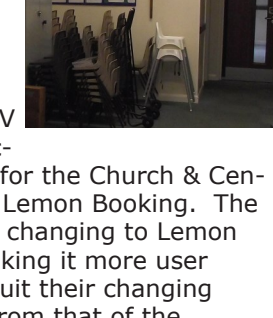
- **Finger guards** have been attached to the doors children most often access (toilets and Alec Moore Room) to prevent their fingers being trapped in the hinges.

Improvements to the Church Centre

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 the week we were closed for annual maintenance 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 by Church Centre Patrons
- **Notice boards** have been put up around the Centre. These have various designations for Centre & hirer use, including a Community Board
- **Whiteboards** have been hung in both the Main Hall and Alec Moore Room (hirers will need to provide their own 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
- **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 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
- **Pending improvements** include: the installation of a TV screen for use with a DVD player and possible HDMI connection 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 Church's, with the aim to appeal to the wider community. Though not yet live, watch your email inbox for an update.



St Michael's Church Centre supports 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
- **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-a-longs 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
- **Schools**—St Michael's Middle and Beacroft Foundation School have been supported with provision of the Centre as overflow classrooms and meeting rooms
- **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

