

PARISH HALL - Challenges			Improvement Ideas		
1	Too Open		1	Paint inside and outside of Hall	❖ ¹
2	Inadequate heating and cooling		2	Improve heating and cooling	❖
3	Limited access to the Hall for other parish activities		3	Improve signage promoting Parish events e.g, Messy Church, OP Shop	
4	Security for small children		4	Update floors, seal roof and windows	
			5	Create an additional front door along the south wall closer to the kitchen.	
			6	Lockable and secure door to the Hall to ensure a safe space for Children	❖
			7	Create the Foyer space into a designated area for receiving donated goods and for storing goods to be displayed outside	
			8	An upgrade to the toilets and more handwashing space	
			9.	More storage for Toys	
			10.	Refurbish Kitchen	
			11.	Indoor vertical garden	
OP SHOP - Challenges			Improvement Ideas		
1	Tight space at Sales Counter		1	Create one large Shop and remove the internal walls that currently separate the shop spaces.	❖
2	Limited visibility of all shop areas from Sales Counter	❖	2	Improve Heating, including insulating the room, lower ceiling and fix hole in Foyer door.	
3	Congested space when Shop is busy		3	Install CCTV.	
4	No Toilet facilities for Customers in Shop and difficult access for Volunteers.	❖	4	Improve Display space including, an undercover outdoor area.	❖
5	Cold		5	Improve access to toilets for staff and customers.	
6	Need more space for displays,e.g., seasonal stock, mission appeals, fresh produce.		6	A larger serving Counter, capable of accommodating at least two staff.	❖
7	Challenge in shifting donations to Sorting Shed and stock back to Shop.		7	Extend café space.	
8	Customer parking and pressures for parking space are increasing.		8	Improve Kitchen Unit and replace the hot water unit.	
			9.	Weather and Vermin proof the space.	

❖ ¹Comments which received a high level of support

			10.	Enlarge entrance door to Op Shop as difficult to enter with a Pram or a wheelchair.	
SORTING SHED - Challenges			Improvement Ideas		
1	Too cold in Winter and too hot in Summer	❖	1	Relocate Drop Off bins closer to Sorting Shed or integrate donation bin, directly into the Sorting Shed, to remove need to double handle goods.	❖
2	No Toilet facilities		2	Remove the smaller older sheds that currently sit behind the Sorting Shed. Consider relacing these with a new Shed to accommodate overflow goods or temporary relocation of equipment.	❖
3	Limited space to sort, particularly for Books.		3	Provide toilet and a rest/tea station for Volunteers	❖
4	Inadequate seating area for Volunteers to take a break.	❖	4	Create an office/alcove for the Coordinator.	
5	No Office for Coordinator		5	Insulate Shed, replace floor coverings and improve heating and cooling.	❖
6	Too much stock to process particularly, post-Christmas.		6	Improve storage space with improved shelving, cupboards and racks to improve accessibility/movement inside Shed and thereby increase efficient use of the Shed space.	❖
7	Insufficient rubbish bins.		7	Create a welcoming face to the street, with signs, drop off chute, undercover area.	
8	Current A/C not effective		8	Create more storage for items other than clothes and books and to store seasonal goods, e.g., Spring Fair, Easter and Xmas stock, Summer and winter stock.	❖
9	Parking facilities for drop off is becoming more challenging as traffic increases.		9.	Undercover pathway between Sorting Shed and Op Shop to support transfer of goods between Shed and Shop.	

Consultation Data was received from the following sources;

Op Shop & Sorting Shed Volunteers	Playgroup Participants	Parish	Messy Church	Spring Fair
16 Attendees at meeting on 19/7/19 who contributed ideas.	10 surveys collected and conversations at Playgroups on the 29/7 & 30/7	1 survey	2 surveys from Participants	4 surveys from participants
11 Surveys				
2 Interviews				

Additional ideas

1. Relocate the Playgroups to the Sorting Shed and move sorting function into the Hall (part).
2. Swap Sorting Shed operation to the Hall.
3. Add an Eftpos and Credit Card machine to Shop.
4. Relocate the Women's Bras to the ladies clothing area.
5. Increase the racks for Men's clothing.
6. Consider an end of season sale to address overload of stock on the Racks.
7. Develop a logic to the layout of stock in the Shop.
8. Put the change room in the first room close to the Dresses.

Additional Challenges – non building related.

1. Shortage of Volunteers to assist with emptying the donation bins.
2. Shortage of Volunteers for Saturday Morning Roster at the Op Shop. (currently only three Volunteers which means they are rostered on once every three weekends.)
3. Shortage of Volunteers to work in the Shop to maintain 2pp/shift.
4. Relocating and storing playgroup equipment when clearing Hall for the Annual Fair and Bric a Brac sale.
5. Static and aging congregation at St Paul's.
6. Donations of non-saleable items.

Additional Comments

1. The Op Shop is very popular and attracts patronage locally, the wider district and further. *"Customers often say how much they enjoy visiting our shop"*
2. The Sorting Shed receives a heavy influx of goods post-Christmas and during January requiring extra hours to be worked in the Shed. Approximately 200 bags/week in the Xmas/New Year period compared with an average of 40-50 bags/week during the year
3. 'Love working in the Shop, customers and Volunteers are lovely'
4. Please retain the 'vintage', 'country' and 'retro' charm of the shop and acknowledge the past use of the building.
5. Please preserve original Vicarage (now Parish Centre) and ensure the history is documented.
6. "Love attending playgroup, grandchild enjoys facilities and Lorna"
7. My Children love going into the Op Shop, staff are very friendly"
8. Undertake a building assessment before spending \$'s on repairs.
9. Determine the future of the Parish and the potential to grow the congregation at St Pauls and the future use of the Hall prior to deciding on high cost renovations.

History

1. Op Shop has functioned for 40years. (commenced around 1989)
2. Current Sorting Shed was installed in 2002, built by Gisborne Manufacturing (Sewells), who no longer operate.

Space and Property Committee Discussion