



Local Business Questionnaire

Witchford Village Hall – Questionnaire – Local Business

Background – The purpose of this questionnaire is to assist the process of refining and enhancing the layout, design and facilities to be incorporated into proposals for the redevelopment of the village hall complex located in Witchford. This will include improvements to the physical building itself, proposed new sports changing facilities, as well as the external areas.

If the changes under consideration are to be attractive to potential funders it is vital that we are able to demonstrate that all current and potential future users of the building have been fully consulted and that your priorities have been reflect in the final iteration of the proposals.

This questionnaire has been prepared for businesses local to Witchford. It has been suggested that we could incorporate facilities for local firms to use such as meeting rooms and conference facilities. In order to help us understand the potential demand for such facilities we would be very grateful if you could spend a few minutes to complete and return this questionnaire.

For more information please contact Ray Harding. Email: rayhard35@gmail.com

1. Name of Business
2. Contact Name and email.
3. Location
Lancaster Way
Sedgeford Business Park
Witchford
4. Sector – (manufacturing) services etc Other – please specify
5. Are you aware of the Witchford Village Hall and the facilities currently available for hire?
6. Have you hired any other buildings for Board and customer meetings, training sessions, presentations days or staff parties or similar over the past two years
 Yes No

7. If you answered yes to question 6 please state which building(s), the reason for choosing that particular building and how often you have used it (daily/weekly/monthly etc.)

8. Please also indicate the nature of the activity held in each building used i.e. summary, workshops etc.

9. In your view, if you have used Witchford Village Hall either in connection with your business or for any other purpose what are the good and bad things about the hall and what needs improving? (Please tick all that apply)

	Good	Bad	Improve
Good parking			
Warm and cosy			
Kitchen facilities			
Clean and tidy			
Access for wheelchairs			
State of repair			
Heating system			
Toilets			
Storage			
Stage			
Wifi			
Others (please list)			

10. If your business may be interested in using the facilities when, how often and for how long do/would you use the premises? (Please circle)

a) What time of day? Morning/afternoon/evening.

b) Which day/s of the week Mon / Tues / Wed / Thurs / Fri / Sat / Sun

c) Length of session: 1 hour / 2 hours / 3 hours / 4 hours / more than four hours

d) Frequency of use:

Weekly	
Monthly	
Occasionally	

11. Space and facilities required

Please indicate the approximate size of space you would need.

Large hall – (badminton court size 8.5 x 16m) Yes/ NO

Meeting room to accommodate 25 to 30 Yes/ No

Small meeting room to accommodate 10 to 15 Yes/ No

12. Please indicate what facilities you would need access to (please tick):

Kitchen/kitchenette (for tea/coffee making only)	
Toilets	
Stage	
Flexible seating	
Bar facilities	
Outside area	
Audio/Visual	

Other (Please state) _____

13. Special requirements for our activities (please tick):

Good natural light	
Blackout	
Public address system	
Computer connections	
Large display boards	
Projection screen	
Stage lighting	
Baby changing facility	
Wi Fi	

Other (please state)

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19. Have you or one of your colleagues had the opportunity to look at the current draft proposals the redevelopment of the village hall complex?

Yes No

20. If Yes would you state the two most important features of the proposals and the two least important please? If No would you/your group be interested in viewing the proposals?

Yes No

Most important	Least important
1.	1.
2.	2.

21. On a scale of 1 – 10 (where 1 represents not very important & 10 represents very important indeed) how important is it to you/your organization that the redeveloped building aims to be carbon neutral?

1 _____ 10

Please place an x on the line above

22. On balance would you prefer to see a comprehensive redevelopment of the village hall complex, able to provide the village with modern, energy efficient and flexible building (bearing in mind that this would take several years to deliver at considerable cost) or would you prefer to see a more modest refurbishment of existing facilities but lower cost scheme come forward?

23. Do you have any additional comments or observations that you would like to draw to our attention?

24. Would you or one of your colleagues be willing to participate occasional meetings as part of a village hall sounding board to help shape the proposals? If so, please provide contact details.