



The Guildhall is managed and maintained
by Finchingfield Almshouse Trust
(Registered charity no. 205016)
The Clerk, Willetts, Duck End,
Finchingfield, Essex CM7 4NA
www.finchingfieldguildhall.org.uk

Finchingfield Guildhall Questionnaire, February 2010

Finchingfield's Grade I listed Guildhall has immense historical significance. Built around 1470, the building is to undergo considerable repair and restoration to provide the modern village community with a vibrant, social focal point. For more information please see www.finchingfieldguildhall.org.uk

This questionnaire is a very important stage in our project planning and will help us accomplish several significant goals:

1. to listen to your views on the restoration plans and on the facilities you would like to see the restored Guildhall provide;
2. to gather evidence to support the second round Heritage Lotteries Fund application; and
3. to raise further awareness of the project in general.

You may respond anonymously if you wish (providing details in section 8 Involvement is optional). All responses will be treated confidentially. Any information given will be used for the sole purpose of informing the restoration plans. All questions are optional but please do complete as many as possible, particularly 1.3 providing your postcode to allow us to group data by parish, local and visiting respondents.

Feel free to pass this questionnaire to anyone you feel may be interested or to make copies so that more than one person in your household may respond. If you need extra copies, any assistance completing this questionnaire or would like a version with a larger typeface please do not hesitate to contact Jeremy at the address below, by email (participation@finchingfieldguildhall.org.uk) or phone (07791653484).

Please return, if possible by **15 February**:

- Post to Jeremy Toynbee, Wrights, Vicarage Road, Finchingfield CM7 4LD
- Hand in at the Post Office, Finchingfield
- Scan and email to participation@finchingfieldguildhall.org.uk
- **Or complete online at: <http://www.surveymonkey.com/s/FGHsurvey1>**

As an incentive we are offering £25 of High Street Vouchers. The winner will be drawn randomly from all replies received by 15 February. You will need to complete your details in section 5 below to enter the draw.

1. General information

1.1 How old are you?

- | | | |
|-----------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> Under 10 | <input type="checkbox"/> 11–16 | <input type="checkbox"/> 17–21 |
| <input type="checkbox"/> 22–30 | <input type="checkbox"/> 31–40 | <input type="checkbox"/> 41–50 |
| <input type="checkbox"/> 51–60 | <input type="checkbox"/> 61–70 | <input type="checkbox"/> 70+ |

1.2 Is anyone in your household?

- Under 16 Over 65

1.3 What is your postcode?

1.4 Do you have access to a car?

- Yes No

2. Guildhall awareness

2.1 Have you visited the Guildhall within the past?

- 3–6 months
- 12 months
- 3 years
- Other, please specify: _____
- I have never visited

2.2 What was the purpose of the visit? (Tick all that apply)

- Library
- Museum
- Exhibition/lecture/function
- Display of current restoration plans
- Other, please specify:

2.3 How aware are you of the plans to restore the Guildhall? (Tick one)

- I did not know the Guildhall was being renovated.
- I knew something was happening but was not sure what.
- I knew that it was being restored but was not sure of the details.
- I knew that it was being restored and was already familiar with the plans.

2.4 Through which sources have you become aware? (Tick all that apply)

- Villager* articles
- Local newspapers
- Guildhall website
- Guild Member e-newsletters
- Local posters
- Local displays/talks
- Conversation with project member
- Conversation with other villagers

Future Use

The fully restored Guildhall will offer a much improved library and museum, small shop/information point and the hall itself, a large multi-purpose function room. The following questions relate to how you might use these and what facilities you would like the Guildhall to offer.

3 Guildhall

3.1 Should the hall on the first floor be open during museum open hours for public viewing? Yes No

The Guildhall will have full disabled access, toilets/baby changing facilities, kitchen and service areas. It will accommodate up to 40 seated to dine, 60 seated for lecture or presentation and 80 standing.

3.2 Would you consider hiring the hall for a private/family occasion or celebration? Yes No

3.3 If you own or represent a business would you consider hiring the hall for a business function?

- 1-time event Repeat basis No
- Business name (optional):

3.4 If you represent a club/society would you consider hiring the hall for events or meetings? (Tick all that apply)

- 1-time event/annual meeting
 - Weekly Monthly Quarterly No
- Club/society name (optional):

4 Learning

4.1 Would you be interested in attending classes? In the:

- Weekday Evenings
- Weekends No

4.2 In which subjects/areas?

4.3 Would you attend exhibitions? (Tick all that apply)

- Art
- Photographic
- Local arts and crafts
- Other, please specify:

5 Library

5.1 Are you/is someone in your household currently a Finchingfield Library member?

- Yes No

5.2 In addition to books, ideally the Library should offer? (Tick all that apply)

- Audio CDs
 DVDs
 Local newspapers/magazines of local interest
 Access to wider Essex library catalogue
 Public computers/Internet access
 Quiet study space
 Other, please specify: _____
-

5.3 What Library opening hours/days would suit you? (Tick all that apply)

- Weekday mornings
 Weekday afternoons before 3 pm
 Weekday afternoons after school
 Weekday evenings
 Weekends

5.4 Would members of your family use the Library for? (Tick all that apply):

- Research
 A quiet place to study
 Access to the Internet

5.5 Would you or members of your family join in monthly activities held in the Library, for instance:

- Parent/carer and child story time
 Lectures on/by authors
 Other, please specify: _____
 No
-

6 Museum

6.1 What is likely to be your purpose of visiting the museum? (Tick all that apply)

- General interest in Finchingfield
 Showing family/friends the village
 Personal research/specific interest
 Family history/genealogy
 To support educational activities
 Enjoyment
 Other, please specify: _____
-

6.2 What would you consider to be a reasonable entry fee? (Tick one):

- £1
 £1.50
 £5 (incl guide)
 Other, please specify: _____

6.3 What Museum opening hours/days would most suit you? (Tick all that apply)

- Weekday mornings
 Weekday afternoons before 3 pm
 Weekday afternoons after school
 Weekday evenings
 Weekends

6.4 What particular aspects or themes would you like to see in the museum?

Please rank the options 1–5

(1 = definitely not; 5 = definitely):

Natural history, geology

- 1 2 3 4 5

How people used to live

- 1 2 3 4 5

Archaeology

- 1 2 3 4 5

Local artists and writers

- 1 2 3 4 5

How the village has changed

- 1 2 3 4 5

Local trades

- 1 2 3 4 5

Agriculture and rural life

- 1 2 3 4 5

Houses and other buildings

- 1 2 3 4 5

The Churches

- 1 2 3 4 5

Family history/genealogy

- 1 2 3 4 5

The Schools

- 1 2 3 4 5

Other, please specify: _____

6.5 What features and facilities should the new museum provide? Please rank the options 1–5 (1 = definitely not; 5 = definitely):

Permanent story of Finchingfield

1 2 3 4 5

Display of local objects and artefacts

1 2 3 4 5

Written displays

1 2 3 4 5

Video and audio displays

1 2 3 4 5

Photographs

1 2 3 4 5

Exhibition linked to trail around village

1 2 3 4 5

A shop selling museum gifts

1 2 3 4 5

Refreshment facilities

1 2 3 4 5

Exhibition notes to take away

1 2 3 4 5

Displays specifically for children

1 2 3 4 5

Other, please specify:

6.6 What is the best way for the museum to promote itself to the community?

**THANK YOU FOR TAKING THE TIME
TO COMPLETE THIS SURVEY**

Keep up to date by registering to receive
the e-newsletter: email
participation@finchingfieldguildhall.org.uk

Or follow us on Twitter:
www.twitter.com/finch_guildhall

7. Your thoughts

We'd love to hear your thoughts, either to expand on your answers above, or on any other aspect of the project. Please append extra sheets as required.

8. Involvement

Would you like to become involved? If so please tick the boxes that interest you below and include your name, a contact telephone number and/or email address.

Name:

Tel:

Email:

Guild Membership (its free, just an association of project supporters, your only commitment is to read the e-newsletter we send out) we will keep you up to date with developments and invite you to special events.

Receive future questionnaires

Take part in future focus groups/consultations

Fundraising during the restoration project and afterwards

Volunteering in library museum shop or in general once facility is open

Volunteering to develop museum exhibitions

Interested in hiring Guildhall for private business club/society event(s)