**Sample Questionnaire**

**This questionnaire template has been produced by the Plunkett Foundation as part of a Benefact Trust funded project, which seeks to support community-owned businesses to set up in churches across the UK.**

**Consultation and community engagement is critical to gathering support, information and interest. Use and adapt this questionnaire to gather feedback and assess the level of support for your project. You should consider it as an ongoing process, with the information collected influencing the development of your project.**

**Where the text is in orange, add your own information in.**

**A Community Shop / Café / Market / Post Office / [other] for [Village Name]?**

For most people living in rural areas a **Shop / Café / Market / Post Office / [other]** is a vital lifeline and for some people, especially those without transport, it is an important connection with the world beyond their front door. It is a meeting place, provides essential services and an important lynchpin of village life. Much of the appeal of our village rests on its sense of community. It is the reason many people have moved here and remain here. The presence of a **Shop / Café / Market / Post Office / [other]** would, we feel, greatly enhance that community spirit.

We’d like to know your views on what might be provided and what would receive your support. Please be as honest and realistic as possible in your answers! Your response will be treated in confidence. It is entirely anonymous, unless you wish to add your name at the end.

**The questionnaire will be collected during the week beginning..................................**

The results of this survey will be published and presented to a public meeting when the proposal can be discussed further.

We would also like to hear from you if you feel you could help in any way with the running of the **Shop / Café / Market / Post Office / [other]**. There will be a wide range of tasks to be done from the initial setting up to being involved in day to day practical operations. This kind of venture has been successfully achieved in other villages. There are currently over 800 community owned businesses operating in rural communities across the UK and most of these have been set up with the support of the charity Plunkett Foundation (www.plunkett.co.uk). Will our village be the next one? If you wish to speak directly to someone about this project please contact one of the following:

**[Give details of 2 or 3 people here]**

**Questionnaire - A Community Business within an Active Church**

1. Would you support a **Shop / Café / Market / Post Office / [other]** being set up in the **[name of church]**?

* Yes
* No

If no, please explain:

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If yes, please continue with the survey

2. What do you think would be the main benefits of a **Shop / Café / Market / Post Office / [other]** setting up in the church?

* Centrally located
* Parking
* Income for the church
* More use of the church
* Making building improvements
* Other

If other, please explain:

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3. What do you think would be the main challenges of a **Shop / Café / Market / Post Office / [other]** setting up in the church?

* Space
* Lack of toilets / insufficient toilets
* Taking care of a historic building
* Heating
* Internet / connectivity
* Other

If other, please explain:

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**About the business**

4. If a new **Shop / Café / Market / Post Office / [other]** was opened in **[village name]** would you or any member of your household use it?

* Daily
* 2-3 times a week
* Once a week
* Once a fortnight
* Occasionally
* Not at all

5. What products would you be most likely to buy?

* Newspapers/magazines
* Ready meals
* Local Produce Frozen food
* Fresh fruit & vegetables
* Ready meals
* Meat and dairy
* Greeting cards/wrapping
* Bakery
* Pet food
* Sweets/ice cream
* Household goods
* Beers, wines & spirits
* Stationery
* Packed groceries - tins, packets
* Craft items
* Cigarettes/tobacco
* Gifts
* Cleaning materials
* Coal/logs
* Toiletries
* Sandwiches
* Organic/Fair Trade products
* Other (please list as many as you like below)

6. What services would you be most likely to use?

* Postal Services
* Deliveries
* Advertisement board
* Tickets for local events
* Photocopying
* Internet
* Dry cleaning
* Shoe repairs
* Photo processing
* DVD rental
* Tea room/coffee shop
* E-top ups for mobile phones
* Other (please list as many as you like below)

7. Are there any other products or services not listed above you would like to see on offer?

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8. At what time of day would you be most likely to use the **Shop / Café / Market / Post Office / [other]** (please tick as many as you like)?

* Before 8am
* 8am – 12 noon
* 12 noon – 2pm
* 2pm – 6pm
* After 6pm

9. How far do you currently travel to do your:

a) Main weekly shop?

b) Convenience / top-up shopping?

10. On a scale of 1 – 5 (where 1 is not important and 5 is very important), how important do you think it is to have a village **Shop / Café / Market / Post Office / [other]**  in **[village name]?** Please circle your answer.

NOT IMPORTANT <<< 1 2 3 4 5 >>> VERY IMPORTANT

11. Please state how many people in each age range there are in your household:

* 0-16 years old:
* 17 – 25 :
* 26 – 45 :
* 46 – 64 :
* 65 years old +:

**Your priorities**

12. A community-owned business can create multiple local benefits and we would welcome your thoughts on what the priorities for the project should be (please tick all that apply):

* Employment
* Volunteering
* Stocking and supplying local produce
* Stocking affordable products
* Social facilities
* Other

If other, please explain:

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**Your support**

13. Would you or anyone in your household be interested in helping a community project in any way by:

* Joining the steering group
* Helping with fundraising
* Supporting community consultations (survey distributing, supporting meetings etc)
* Providing professional advice/services and my profession/skills are:

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* Be involved in running the **Shop / Café / Market / Post Office / [other] as a:**
  + Volunteer (Committee)
  + Volunteer (Staff)
  + Staff member
* Making a donation
* Buying a share
* Making a loan

If you have answered yes to any of the above questions, or you would like us to contact you, then please write your name, email and/or phone number here:

|  |  |
| --- | --- |
| Name |  |
| Email |  |
| Phone |  |

**Thank you very much for taking the time to complete this questionnaire.**