

1. General Items

Furniture

- **Stackable / foldable chairs** (20-30, lightweight and durable for flexible use)
- **Folding tables** (3-4, multipurpose for meetings, activities, or café use)
- **Storage units**
 - Lockable cupboard (for valuables and cleaning products)
 - Open shelving units (2-3, for kitchen items)
- **Safe/lock box**
- **Noticeboards**
- **Coat hooks/stands** (wall-mounted or portable)

IT and Technology

- **Printer/scanner** (multi-function for administration and activities)
- **Till system** (tablet-based with a card reader, receipt printer, and cash drawer)
- **Wi-Fi router**
- **TV/Monitor with wall bracket**

Safety and Security

- **Fire extinguishers**
- **First aid kit**
- **Fire blanket**
- **Smoke alarm system**
- **Key lock box**

2. Small Youth Room

Furniture and Equipment

- **Low tables** (2-3, child/youth friendly)
- **Soft seating** (beanbags, cushions, or modular sofas)
- **Whiteboard** (wall-mounted or portable)
- **Activity cupboard** (lockable for games, art materials, etc.)

Activities and Supplies

- **Arts and crafts supplies**
 - Paper, paint, brushes, markers, glue, scissors, etc.
- **Board games** (chess, Scrabble, Connect 4, Uno, etc.)
- **Youth-friendly books/magazines** (small collection for engagement)
- **Gaming console** (e.g., Nintendo Switch, with controllers and games)
- **Speakers** (Bluetooth for music or audio use)

3. Small Café Area with Seating

Café Furniture

- **Tables with seating** (3-4 tables, 10-12 chairs, wipeable surfaces)
- **Highchairs** (1-2 for family use)

Café Kitchen Equipment

- **Fridge/freezer** (small commercial or domestic)
- **Microwave**
- **Air Fryer**
- **Hot water boiler/kettle** (suitable for frequent use)
- **Toaster**
- **Coffee machine** (basic drip coffee maker or pod system)

Utensils and Serving Items

- **Cutlery** (sets of 20 each: forks, knives, spoons, teaspoons)
- **Plates, bowls, mugs, and glasses** (20 sets, shatterproof where possible)
- **Food prep utensils** (spatulas, knives, ladles, tongs, etc.)
- **Cleaning supplies** (dish soap, sponges, tea towels, drying rack)

Café Systems

- **Till system**
- **Storage containers** (for snacks, condiments, and ingredients)

4. Disabled Access Toilet

- **Toilet paper**
- **Hand soap and sanitiser dispensers**
- **Paper towel dispenser** (or hand dryer)
- **Cleaning equipment**
 - Mop and bucket, cleaning products, cloths, gloves
- **Waste bin** (sanitary and general waste)
- **Baby changing facilities**
 - Wall-mounted baby changing table
 - Nappy disposal bin (with lid and liner supply)
- **Signage** (accessible toilet label and usage instructions)

5. Cleaning and Maintenance Supplies

Cleaning Equipment

- **Vacuum cleaner**
- **Mop, bucket, and floor cleaner**
- **Broom and dustpan**
- **Cloths, sponges, and scrubbers**

Cleaning Products

- **Surface cleaner/disinfectant spray**
- **Toilet cleaner and bleach**
- **Hand sanitiser** (stations in communal areas)
- **Bin bags** (general and recycling)

Waste Management

- **General waste bins** (in all rooms)
- **Recycling bins**

6. Office/Admin Essentials

- **Filing cabinet** (lockable, for documents and admin use)

- **Stationery supplies**
 - Pens, paper, notepads, staplers, hole punch, folders
- **Noticeboard for staff/admin use**
- **Visitor sign-in book/system**
- **Safe/lock box** (added for secure cash/document storage)

7. External Areas (Hard Standing and Grass)

Outdoor Furniture

- **Picnic benches** (2-4, heavy-duty for seating and outdoor use)
- **Folding outdoor chairs** (10-15 for flexible seating during events)
- **Portable tables** (2-3, for outdoor activities or refreshments)

Outdoor Equipment

- **Gazebo/pop-up shelter** (1-2, for shade, rain cover, or events)
- **Litter bins** (general waste and recycling, weatherproof)
- **Planters** (with flowers, herbs, or small shrubs for community gardening)
- **Storage shed** (small weatherproof unit for outdoor tools and equipment)

Outdoor Play and Activity Items

- **Giant outdoor games** (e.g., Jenga, Connect 4, or chess)
- **Seating cushions/mats** (weather-resistant for outdoor sessions)

Grounds Maintenance

- **Lawnmower**
- **Basic gardening tools**
 - Spade, rake, trowel, pruning shears, watering can

Safety and Accessibility

- **Non-slip mats** (for entrance/exit areas)