

MEETING OF THE ARK COMMUNITY EXECUTIVE

Thursday 25th July 2024 at 10.00 am.

This meeting will be held in the Dove Suite – access is via the patio door.

AGENDA

- 1 **To consider the quotes and specification information received to change the Dunlop Hall floor to a different type.** A contractor needs to be selected to apply for Section 106 funding (price increases are likely and to note that quoted amounts from contractors are estimated).
- 2 **To consider whether to obtain quotations for battery storage for the solar panels.** (Informal advise has been obtained and it is likely that with adequate battery storage the Ark could save approximately £500 per year).
- 3 **To consider switching contractors for the Fire alarm maintenance.** Quote received £150 + VAT for the initial take over and £150 + VAT – Annual maintenance charge (2x visits per year). Prices not inclusive of parts.
- 4 **To consider recommendation from CCTV contractor to mount a 24vdc relay inside the fire panel** – (reason is to run a link wire from fire panel to the lock so it is released when the fire alarm is activated). Quote received £145 + VAT.
- 5 **To approve the Fire Risk Assessment.**
- 6 **To approve the updated ACE Terms of Reference with amended amount that the Committee will have delegated powers to spend up to.**
- 7 **Current Financial Situation**
To note the financial position as:

	Year to date
Income	£32,617
Expenditure	£24,733

Repairs and Renewals fund:

B/F	£9,532
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8. **Updates**
 - a. Two new chairs have been purchased and are now situated in the reception area.
 - b. CCTV/door entry system – this has been serviced.
 - c. The contractor to repair the bollard lighting the car park has been instructed.
 - d. The new car park signs have been put up.
 - e. The new steward has started and is settling in well.
 - f. There was a leak in the downstairs lady's toilet and the plumber has been instructed to repair – estimated cost £100-£200.

9. Future Bookings

Current regular bookings are: -

- Karate
- Tiny Tekkers
- Post Office
- Badminton
- Hilltop WI
- Art Societies
- Gymnastics
- Pilates
- Yoga
- Choir
- Gales & Crawley Down Badminton
- Sensory Network
- Creative writing class
- Eden Seated Yoga (Trial period)
- Slimming World
- Badders badminton

Other events booked: -

- 27.07 Private Hire
- 28.07 Private Hire
- 13.08 West Sussex WI Quiz
- 14.09 Private Party
- 14.09 Children's Party
- 21.09 Private Party
- 12.10 Private Party
- 19.10 Private Party
- 27.10 Craft Fair
- 31.10 & 01.10 – Children's Club

10. Confidential items

To consider the temporary exclusion of the public and press due to the confidential nature of the business to be discussed.