

MEETING OF THE ARK COMMUNITY EXECUTIVE

Thursday 19th January 2023 at 10.00 am

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

AGENDA

1 Risk Assessments

To approve the Risk Assessment (attached).

2 Boiler/Gas Contract

This is currently provided by Roman Heating – our recommendation is to continue with him. More details to be provided verbally at the meeting.

3 Repairs to radiators (quote attached).

Both radiators in the osteopath clinic have leaked resulting in now needing replacement radiators and valves. To consider the following quote:

Option 1. £3270.00

Option 2. £2140.00

4 Section 106/ Projects

We have £24,066 remaining from grant.

To consider what project to allocate the grant money to.

- a. The Ladies and Men's and Ladies changing room conversions to toilet cubicles.
- b. Kitchen refit

If you decide not to go ahead with these projects the money will be returned to 'the pot' and any new scheme would need to be considered to check it complies with the s106 purposes (i.e. LCI, Formal Sport and Community Buildings) and we would need Cabinet Member approval.

4 To approve the ACE Terms of Reference (attached)

5 Storage of Grit

A Clockfield resident) has asked if we could store a tonne bag of grit on behalf of the Clockfield management company at The Ark next to our own stores.

6 Fire exits – Dunlop Hall

Two fire exits are required for the Hall, so front door will need to be unlocked from now on during bookings in the hall and we can either:

- a. Ask the stewards to check all toilets after bookings, to check for people hiding there.
- b. Fit a lock to the upstairs toilets (Bob has said he can do), doesn't need to be on the master key system.

9. Items for the future

- a. Dr Gibson has suggested that we investigate getting solar panel storage for the building. Can the committee confirm if this is something that they wish to research.
- b. We have been asked to replace carpets/flooring in both treatment rooms. The flooring has deteriorated and is in poor condition.

10. Current Financial Situation

To note the financial position as:

	Year to date
Income	74,811
Expenditure	82,907

Repairs and Renewals fund:-

B/F	10,857
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11. Updates

- MSDC were contact to request a spare barrier key as well as signs for the rear carpark gate: we are still awaiting a response with regards to the car park sign. Despite following up with further emails to MSDC with regards to the spare key we unfortunately still are not in possession of one.
- We are having issues with the solar panels, and we don't believe they are currently collecting any electricity.

12. Future Bookings

Current regular bookings are:-

- Karate
- Tiny Tekkers
- Post Office
- Badminton
- Hilltop WI
- Art Societies
- Gymnastics
- Pilates
- Yoga
- Choir
- Bridge
- The Sensory Network

Other events booked:-

- 21.01 Child's party
- 28.01 Repair Café
- 02.02 WHS meeting
- 11.02 Engagement party
- 22.02 Mid Sussex Farmers Draghounds
- 26.02 Meridian Archery Club
- 27.02 Child's party
- 10.03 Crawley Mariners Yacht Club
- 26.03 WHS Spring Show
- 02.04 MNDA
- 24.04 Belly Dancing Class
- Other provisional bookings TBC