

## MEETING OF THE ARK COMMUNITY EXECUTIVE COMMITTEE

THURSDAY 27<sup>th</sup> February 2025 at THE ARK at 10:00 am

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

### MINUTES

**Attendees:** Cllr Sue Hughesden – Chairman (SH), Cllr Chris Jarvis (CJ), Cllr Bruce Forbes (BF), and Mrs Charlotte Jim – Clerk (CJ), Miss Elaine Norman – assistant Clerk (CJ)  
Mid Sussex District Councillor Gary Marsh

#### **1 Risk Assessment**

The current risk assessment was noted, and it was felt that no omissions or additions were required. The risk assessment will be reviewed annually.

#### **2 Legionella**

The Cllrs noted the results of the water samples tested for legionella and E-coli. The results showed that neither legionella nor E-coli were detected in the samples.

#### **3 Waste collection**

The reduced prices for The Ark waste collection were noted. The monthly cost has reduced from £109.72 to £76.62.

#### **4 Door entry system**

The committee approved the addition of a switch be added at a cost of £75 plus VAT. The Clerk will book in the work with the contractor.

#### **5 Baby changing unit**

**The committee authorised the purchase of the** baby changing unit to be fitted in the downstairs disabled toilet. It was also suggested that another be purchased and positioned upstairs. The Clerk advised that if the installation for the initial one was successful then a second one would be purchased.

#### **6 Current Financial Situation**

To note the financial position as:

	<b>Year to date</b>
Income	£61,400
Expenditure	£68,700

Repairs and Renewals fund:-

B/F	£2977
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## **7 LED Lighting**

The information provided by one contractor was noted. It was decided to defer the installation of any LED at the Ark until the Dunlop Hall floor project had reached an outcome. At present the Ark does not have sufficient funds to allocate lighting upgrades but it was suggested that either section 106 funds or grant funding may be available to The Ark in the future.

## **8 Future Bookings**

Current regular bookings are: -

Karate

Tiny Tekkers

Post Office

Badminton

Hilltop WI

Art Societies

Gymnastics

Pilates

Yoga

Choir

Sensory Network

Creative writing class

Slimming World

Bridge

Other events booked: -

27.2 Mid Surrey Farmers

14.2 Crawley Mariner's Yacht Club

15.3 Private Party

16.3 Christening

22.3 Craft & food Market

23.3 Private party

09.4 Turners Hill Park AGM

## **9 Confidential items**

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

## **10 To consider the items in the confidential report**