

Friends of Martello 24 Trustee Meeting Wednesday 9th August 2017

Present

Richard, Blackwell, Denise Meyers, Peter Faulkner, Adrian Goodsell, Andrew Ashton, Barry Tate
Absent: Maureen Vogt

1. Apologies

No apologies for absence.

2. Minutes of last meeting 5.7.17.

Minutes agreed.

3. Visit to tower and meeting with Geoff Hawkins English Heritage

Geoff Hawkins is the new boss at EH who wants to visit the tower as soon as possible. Peter will try to arrange this preferably next week as Barry is on holiday from 21st August.

4. Finance

4.1 Treasurer's Report

Financial Summary April – July attached.

Donations £104

Expenditure ££88.19

Balance £1,826.03

Report accepted.

4.2 KCC £500 grant

Peter says KCC relaxed about when money spent

4.3 SDC grants

Grants need to be spent by April 2018. Peter will phone SDC to confirm this.

5. Openings

5.1 Secretary's Report

Good response from volunteers.

939 visitors to 6.8.17.

£150 to date in donations.

Andrew raised whether Sheila's visitor numbers in the week should be recorded and included. Will try to get them from Sheila.

Pool of volunteers is small. Need to encourage more. Posters to go up around the village. We will arrange a visit to the Redoubt in Eastbourne and ask Heritage Group to join us.

5.2 August Bank Holiday Weekend

Sheila to open from 11-2, us from 2-4.

6. Risk Assessments

6.1 Fire

Adrian has used EH's Fire RA as basis for this. We have completed most of the required actions except for the Test Fire Drill. A copy to go to EH.

6.2 Visitors and Volunteers

Barry has got a quote from a professional organisation at a cost of £500 to do this. Adrian proposed that we do this ourselves. We debated the proposals. Vote on Adrian's proposal was carried.

Richard, Adrian and Barry to do this as soon as possible preferably next week. The RA ghen to be referred to EH.

7. Displays

7.1 Meeting with EH

Andrew to arrange a meeting with Marina from EH to discuss the displays.

7.2 Cannonballs

Sam (local blacksmith) to make a strap for the cannonballs on roof. Peter emailed EH for permission.

7.3 Mould on walls

Discuss with Geoff Hawkins of EH when he visits.

8. Official Opening

David Owen (Chairman of SDC) could only make 27.9.17.

There was a discussion about whether an opening this year was really necessary. Andrew proposed that it be delayed till next Summer when the new boards etc. are in place. Agreed.

9. Future Structure

Peter produced a new management structure attached. This was agreed. Richard said he would also be on Marketing and Health and Safety.

10. AOB

Marketing

Richard proposed that Karen (Arcade) could be agent for selling Tower merchandise, Will consult.

Second Set of Keys

Held by Peter at h=the moment but should be in Dymchurch. Mary in the Tearooms is willing to hold them Third set to be cut and held by Andrew.

Twitter and Facebook

Facebook to be set up by Peter. Twitter by Andrew.

Important Documents

Richard will ask if important documents can be stored in the Parish Council offices.

11. Date of Next Meeting

Wednesday 27th September 10.00 Parish Council Offices