

Martello Tower 24 Trustee's Meeting 24.9.18.

1. Present

Richard Black/well, Peter Faulkner, Adrian Goodsell, Denise Meyers, Andrew Ashton, Barry Tate, Maureen Vogt

2. Minutes

The minutes of the last meeting were agreed.

3. Finance

3.1 Treasurer's report - attached

Balance - £2,123.85

Donations - £663.86

Grants – all spent

Change to single signature on bank account in hand.

3.2 Cinque Port Volunteers

Peter suggested that they be given 50% of donations be given on the days they are present towards their expenses. Will discuss this with them in October but agreed in principle.

3.3 Donations online

Peter will set up Paypal business account for donations. There will be a link on website. Also looking at Pay as you Live.

4. Weekly Winter checks

Peter has set up a rota for 4 people to do this either Tuesday or Wednesday. Snag with the keys as the Arcade does not open on days when the weather is bad. Will ask PO to keep second set. Possibly have locked key box.

5. Meeting with EH

Richard and Peter met with two new people from EH, Debbie Project Manager and Alison Free Site Manager. Debbie is well briefed. Only has 2 projects, including the Tower at the moment. Gave good first impression. Has followed up and dealt with all problems raised with her. She has visited site with surveyor. Seems to be moving to repairing the gundeck and stopping water ingress. Hopes to get it done by next Easter. Richard asked to see report on Tower again. Very productive meeting. Possibility of loan of damp monitoring equipment from Dover to monitor damp in walls.

6. Tower openings

6.1 Rota for October

Complete. Winter checks rota starts November.

6.2 Early Closing

Last Sunday only 8 visitors, very wet weather. Agreed we will stay open unless there is a risk to the public, but will discuss this at Volunteer's meeting in November.

6.3 Group visits

Heritage open days – only about 30 each day. Not much national publicity.

French Twinning visit – went well. Translation by Maureen to be tweaked, laminated and kept in office. Will try to translate into other languages e.g., Dutch, German etc.

REME – give us a plaque.

EH will put something on their website about group visits.

6.4. 2019 Public openings

Easter to October Saturday and Sunday 2-4 pm. But we do need more volunteers.

7. Displays

Sub committee met in August – minutes agreed.

Ask EH if perspex on map display board can be replaced.

Favourable response from EH on idea of video display in basement when Tower is dry.

Muskets – need to process grant application from SDC councillor Ian Meyers. Will purchase 5 muskets and secure box. £850.

Comic strip – Peter will produce. Will ask for a voluntary donation.

Oil lamps – Sam Briggs can make. Andrew will find out price.

8. Marketing

8.1 RHDR 2019

Will include Tower in Heritage Tour. Dymchurch station will put up an A3 poster for us for £100 p.a. Negotiating to only have up Easter to October.

8.2 Greetings cards

Andrew produced mock up. Will get printed 45 for £100 with envelopes.

Postcards at Arcade have all sold. Will talk to Karen at Arcade about seling greeting cards.

9. Steward's Meeting

We will offer 4 dates

Monday 5th November pm

Wednesday 7th am

Monday 12th pm

Wednesday 14th am

We will invite Alison from EH

10. Charity Commissioners Annual Report

Peter will draft annual report.

Adrian the accounts.

11. AOB

11.1 H and S Law poster

Discussed purchase oof poster A3 laminated. Barry will be H and S rep. But first will find out if necessary as not sure applies to us as no employees.

11.2 Barry volunteered to be on Dymchurch Tower Project Team with EH. Peter to go to first meeting.

Next Meeting

Monday 19th November 10.00 am