

Martello Tower 24 Trustees Meeting 11 February 2019.

1. Present

Richard Blackman, Peter Faulkner. Denise Meyers, Adrian Goodsall, Barry Tate, Maureen Vogt

2. Minutes of last meeting

All agreed

3. Finance

Treasurer's gave a copy of his report to all Trustees. There was a current balance of £2,550.00

The F&HDC grant from Cllr Ian Meyers for the muskets had been received and the muskets purchased.

Peter advised that the Donation and Give As You Live schemes have been set up. It was agreed that he go ahead and publicise the Give As You Live scheme to our volunteers and others. He would produce some A5 leaflets to help publishing the new scheme.

4. Weekly Winter Checks

These we continueing with no problems. Andy Curran had reported water coming in under the top door and on the ground floor. Both reported to EH.

5. Repair Works at Tower

These were on track to start in May and end in July 2019. EH were just about to start the tendering process. The cannon was to be given a makeover on Monday 25 February 2019.

It was agreed that when the tower repair works were completed, we should consider having an official re-opening event.

6. Tower Opening 2019

Season start date of Saturday 6 April 2019 was confirmed, with openings continueing until the start of the repair works. Peter had produced an online availability form for the months of April and May 2019 and it was agreed that he go ahead and ask our volunteer Stewards to complete it and return it to Denise.

7. Displays

The general Rules for the Management of the Muskets were agreed. Peter would ensure that all volunteer Stewards received a copy.

It was also agreed that:

- Andrew and Peter would visit the tower with a musket and determine how best the muskets and bayonets could be secured in the rack. They would also look at methods of securing the hammer to prevent its use (and thus possibly harming people), and consider *Do Not Touch* signs(s).

- Richard and Denise would ask the Dymchurch Parish Council (DPC) if the 5 muskets and bayonets could be stored in the DPC during the closed season. Removal of the muskets during this period may be necessary for bespoke visits.
Peter would continue to store the muskets and bayonets until they were needed for display in the tower wef 6 April 2019.
- Peter would purchase another 4 musket covers for the storage of the muskets and bayonets when not at the tower.
- The volunteer Stewards would be asked to check and dust the muskets as part of their duty on tower openings and closure.
- Denise would ascertain how best to maintain the muskets and bayonets and advise Andrew, who will undertake such maintenance.
- Peter would speak to the insurance company (Balens) about insurance cover for the muskets and bayonets.

8. Marketing

Peter said that Karen at the Arcade Gift Shop had agreed to sell both types of greetings cards, whilst continuing to sell the two types of postcard. She was also happy to sell Martello24 keyrings.

It was agreed our volunteer Stewards should have the cards and keyrings at a discounted price - greeting cards £1.00, postcards 45p and keyrings 75p

Peter would go ahead with the purchase of and production of 100 keyrings.

9. Volunteers

It was agreed to have a combined pre-season working party and meeting for the volunteers on Monday 11 March at 10am at the tower.

The EH Affiliated Volunteer Framework Form was agreed and Peter would send it to EH.

It was agreed that the seeking of more volunteer Stewards should wait until the tower repair works had been completed.

10. F&HDC Heritage Strategy

It was noted that to date there had been no mention of the public openings of Martello24, either in 2017 or 2018, or our plans for 2019 and beyond. Peter had advised David Whittington, Planning Policy Team Leader at F&HDC and he had agreed that we should be included.

Richard advised that the DPC would be submitting comments on the strategy and it was agreed that Peter should do the same on behalf of the FoM24.

Next meeting 1 April 2019 10am at DPC Office.