

Friends of Martello Tower 24 Meeting

8th May 2017

1. Present

Richard Blackwell, Denise Meyers, Peter Faulkner, Andrew Ashton, Maureen Vogt and Barry Tate

Absent Adrian Goodsell

No apologies for absence.

2. Minutes of last meeting

Amend paragraph 3.3 to confirm Brian to speak to Sheila.

Minutes agreed.

3. Finance

No report as Treasurer absent

4. MPA

4.1 Tweaks

Page 2 – add formal address and charity number.

Page 4 – promotional material to be approved by English Heritage.

Richard has spoken to Dave Ilsley of Shepway District Council who suggested we add the Coastal Communities logo to any material.

Page 8 – agreed change to ‘empty as necessary any small water containers’.

From ‘English Heritage will inform, where possible, when planned works are take place’ – remove ‘where possible’.

Page 9 – Agreed – remove bridges and reservoirs. Also we will employ a Risk Assessor.

Item 20 – to ask what relevant legislation is.

Schedule 1 – Maintenance of doors and locks should be English Heritage’s responsibility.

Oil filled radiator to be added.

Schedule 2 – Fixed electrical installation English Heritage should do 5 year inspection and test.

Portal appliances supplied by us to be tested by us. Those supplied by English Heritage to be tested by them.

4.2 Other points

Electrical Test Certificate for the Emergency Lighting required before we take over.

Water ingress – Barry wants English Heritage to confirm that there is no risk to the public. Richard and Peter said that this had been put to them and they were given assurances. Agreed Peter was to write to them –

‘We are happy to sign the MPA on the basis that English Heritage has no current concerns on the structural integrity of the domed ceiling due to the long standing water ingress issue’.

Indemnifying insurance – Peter will look at this further.

Peter will contact English Heritage with these points. He is away for the next two weeks and \Richard will deal with and correspondence from English Heritage.

5. Opening Hours 2017

Hopefully middle of July. Peter has sent a survey of availability to all volunteers.
Preferred times of opening 2 – 4 pm.

6. Volunteers

6.1 Peter will produce rota.

6.2 Training

Richard Keir from EH has offered to do some safety training for volunteers.

A record needs to be kept of who attends.

Ian Meyers to do a Risk Assessment which will need to be approved by EH before we open. He can use the previous Risk Assessment by Richard Keir as a template.

Maureen raised the possibility of getting a defibrillator.

Will also get Ivor Sowden to give all volunteers a talk on the history of the Tower.

7. AOB

Pamphlet

Denise has produced a rough draft. Once MBA agreed we will proceed.

Guardianship Panel

Peter to chase EH about replacing the board outside as agreed.

Kentish Express article

Reporter had contacted Peter. Peter talked to him about needing more volunteers. Peter is meeting Emma from Cinque Ports Magazine tomorrow.

Mould

Barry raised the problem of mould. Richard said that Sheila told him that EH washes the walls down regularly with bleach. We need to chase up who the contractor is. Meanwhile Barry will get 2 quotes for us to pay a contractor to do this.

8. Next meeting

12th June. If needed we will have a meeting about MPA.