

## **Martello 24 Trustees Meeting 18<sup>th</sup> June 2018**

### **Present**

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

### **1. Apologies**

None

### **2. Minutes of last meeting**

Agreed.

MPA review – no minutes received from EH.

Martello 25 not for sale.

### **3. Finance**

3.1 Treasurer's Report

Balance £1,264.57.

Grants – balance £190.88.

Gift aid claim submitted.

Report accepted and attached

3.2 Year end accounts.

Agreed and attached.

Will be presented to volunteers at a meeting in October.

3.3 Donations to Cinque Port Volunteers

Occasionally in attendance. Peter suggested we contribute to travel costs. He will discuss with them next time he sees them.

3.5 Shopping donations

Give as you Live – online, linked to retailers and a % is given to the linked charity. Peter will set up and send a link to all volunteers.

### **4. Replacing Sheila – our response to EH**

Peter proposed we take over her duties in the winter months on a trial basis. One volunteer twice a week on a rota. Suggested duties to be agreed with EH attached with item 6 struck out.

### **5. Risk Assessments – Adrian and Barry**

Completed by the above.

Needs to be sent EH as soon as possible as their actions need to be completed. There are still outstanding actions from last year's RA needing to be done by EH.

Congratulations to Barry and Adrian for producing 2 good reports.

### **6. Tower Openings**

July rota is completed. Denise asked for anyone who hasn't put their availability on the website for August, September and October as soon as possible. Andrew and Barry can be short notice reserves. Denise will email all the volunteers this week to remind them.

6.1 Day of Syn

Richard will speak to John Carr on DPC and on the Day of Syn committee to see if they wish to liaise with us on the day.

Cinque Port Volunteers to be asked to attend.

## **7. Displays – Andrew**

Suggested we bought a temporary moveable display board to be placed on one of the tables. We could put on laminated information.

\this would be moveable and adaptable. Agreed purchase.

### **7.1 Purchase of muskets**

Ian Meyers our local councillor is willing to fund the purchase of some muskets for display from his ward budget. Andy from the Cinque Port volunteers to be consulted.

It was suggested purchasing some replica lanterns from Sam Briggs the local blacksmith.

Cannon balls to be moved from the office to men's room fireplace.

Cellar – should be considered for new display boards – EH will need to be consulted.

## **8. Marketing**

### **8.1 Pictorial children's guide**

Could be produce double sided or enlarged 3 sides. Peter will produce examples and we will decide which to go with.

### **8.2 Leaflet about the Tower**

Well done Peter. He will produce a batch to go in the Tower and we will ask for a donation.

## **9. AOB**

Broken grid on roof

To ask Sam Briggs to braze.

Cupboard

Needs levelling. Richard will plane sticking door.

The War Story

V1 story needs to be added to display.

Hole at the bottom of stairs to roof

Worsening, Will be highlighted when RA sent to EH

MPA

Will need to be amended when we take on Sheila's duties.

## **Next Meeting**

6<sup>th</sup> or 8<sup>th</sup> August at 10.00