



The Trust was set up for

- 1. Conservation and preservation for the public benefit of the Grade II listed Pevensey Court House and Gaol, Market Square and Cattle Market being of historical architectural or constructional merit**
- 2. Establishment and maintenance of a museum for the benefit of the public with a particular focus on the Court House and Gaol and its place in local and national history**

Present Mr P Evans (PE), Mr R Slater (RS), Mrs G Parsons (GP), , Mr N Beaney (NB), Mr P Harrison (PH), Mrs B Molog Honorary Clerk (BM)

1. Chair

RS opened the meeting and declared that this was the annual meeting of the Trust when audited accounts need to be approved.

2. Apologies for absence

Mr R Perrin (RP), Mr P Lowton (PL), Mr S Hadland (SH), Mr C Freeman (CF),

3. Approval of minutes 8 March and pre meeting with DF

Minor amendments to the 8 March PTT meeting agreed. All Minutes approved.

4. Declaration of financial interest or otherwise

None

5. Treasurers Report (GP)

- (i) Audited accounts presented with thanks to the Treasurer and honorary auditor. Proposed by PE Seconded by GP to accept the end of year accounts. All agreed Motion passed.
- (ii) List of possible expenditure for maintenance amounts to approximately £40,000 which can be spread over a number of years
- (iii) Income from the Car Park during the winter months presented.

6. Curators report (PH)

- (i) Update - Volunteers meeting on 3 April concern expressed regarding the number of volunteers. RS agreed to produce posters advertising for volunteers in and around the village. Thanks to RS and PE for getting the Court House ready for opening. New displays prepared and the Bayeux Tapestry installed in the Court House. RS agreed to liaise with PH re updating information on websites such as Eastbourne, WDC and 1066 Country. Agreed that PH locates a suitable Museum (possibly Bexhill) for donating the wedding dress and uniform currently on display in the Robing Room and then contact the family that donated these items.
- (ii) Work on Gaol – Work on Cell two in hand and the south wall has revealed a possible door which needs to be recorded. Agreed that the Gaol needs to be closed to visitors until all the work is completed.
- (iii) Risk Assessment on hold
- (iv) Tudor Window update – Window has been seen by an external expert who will produce a report of the findings which will be sent to WDC Conservation and the County Archaeologist. Window

thought to be 16th or 17th Century and requires specialist conservation which will need to be considered at a later date once work on the Gaol is complete

- (v) PE raised the issue of drainage from the house adjoining the Court House and suggested that the Trust contribute to the cost of replacing pipes at the this property
Action BM contact the owners of the property to organise a meeting to discuss the situation and provide updating information re works to date at the Court House and Gaol.

- (vi) Burglar Alarm – All agreed that this was unnecessary addition to the Court House

7. Clerks Report - correspondence and matters arising

- (i) Correspondence

13 May request from Eastbourne Scout Association for permission to site a couple or three vehicles in the castle car park at the bottom end by the recreation ground 7.45am and be finished around 11am. All agreed. Letter re Parliament week received. Letter from Castle Cottage distributed. All expressed concern at the tone of the letter.

Action RS with BM to respond to the letter asap. **Action** BM to contact scout group

- (ii) Matters arising from 8 March – None

- (iii) Lone Worker Policy and Confidentiality Policy/Protocol – to next meeting

- (iv) Court House (insurance claim) update - email from Civil engineer circulated stating that the company doing the underpinning to the west wall has been commissioned to provide detailed drawings that need to be submitted to WDC Conservation and Planning for permission for the work to be undertaken

- (v) CIO update

PE proposed the following addition to the CIO Constitution Seconded by GP - An Honorary President non-voting to be nominated on a yearly basis. All agreed. Motion passed.

Action BM to alter the Constitution.

- (vi) PVP signage - agreed in principle that the table top signage is the most suitable for the Cattle Market Square. Discussed suitable installation including the area surrounding the sycamore tree. To be discussed further

NB left the meeting at this point and therefore the following items were only discussed as the meeting was no longer quorate to make decisions.

8. Car Park (NB)

- (i) Responsibilities

RS to look after parking badges but has agreed to revise the application process and also the area for distribution of free parking permits for approval by the Trust.

PE Parking meter, SH/CF maintenance of the car park

- (ii) Maintenance - to be discussed at the next meeting

- (iii) Car Parking fees during the winter months – discussed and those present agreed that in view of the letter from Castle Cottage no reduction should be considered - to be discussed at the next meeting

- (iv) Replacement of planters – RS to obtain various prices for bollards - to be discussed at the next meeting. Memorial seat for K Belcher – no contact received from the family therefore opinion of those present to discontinue with this gesture.

- (v) Feedback from meeting with DF - to be discussed at the next meeting

Action BM to inform DF

9. AOB

- (i) BM stated that she was unavailable for the meeting on 7 June. All agreed to bring the meeting forward to 10 May and reconvene a meeting in June/July if required.

- (ii) Dates of following meetings 2 August, 4 October, 6 December.

- (iii) Meeting closed at 8.45pm. Next meeting 10 May