

Committee Meetings Friends of Marble Hill committee meeting
Saturday 26th February 10:30 am
Members of the Committee

Chair	Alexandra Kingston	Present	Chair
Treasurer	John Perry	Present	JP
Secretary	Roger Hackett	Apologies	RH
Ordinary Members	Jonathan Batson	Apologies	JB
	Vivienne Cove	Present	VC
	Dorothy Gonsalves	Apologies	DG
	Nick Jones	Apologies	NJ
	Alex Madden	Apologies	AM
(Membership Secretary)	David King	Apologies	DK

Introduction

The Chair welcomed those present and accepted apologies for those who could not make the meeting held at her home. Attendees appreciated very much the selection of pastries croissants et cetera and fresh coffee and for those of a different disposition there was an array of exotic herbal teas that was offered and accepted.

Quorum

It was agreed that in accordance with the Constitution there was not a quorum and thus any decisions with regard to making any commitments with regard to finances would need to be agreed outside the meeting and reviewed and formalised at the next meeting to be held on 7th May 2022 at which it was expected there would be a quorum.

Item 1 New member of the committee

The Chair referred the committee to a recent email in which she had brought to the committee's attention the desire of Graham Williams to join the committee. Graham is a volunteer at Marble Hill and coordinate the production of the Marble Hill Newsletter.

Agreed: The committee agreed that Graham Williams was appointed an ordinary member of the committee with the immediate effect.

Item 2. Friends of Marble Hill Twinning

DK in an email to the Chair brought to be committee attention that Richmond upon Thames is twinned with Fontainebleau in France. He suggested it would be a good idea for the Friends of Marble Hill. To associate themselves with the Friends of the Fontainebleau Palace.

Action: It was agreed that DK should follow up this matter and report back to the Committee.

JP advised that in his discussion with DK it had been mentioned that in the French city of Douai south of Lille there is an Avenue du Twickenham which supposedly dates back to the First World War when there was an association with between Douai and Twickenham.

Action: It was agreed that DK should be invited to prepare a report and historical background on this issue for presentation to a future committee meeting

Item 3: Minutes of the meeting of the AGM

The minutes have been approved.

It was noted that the minutes are available on the Friends website

<https://friendsofmarblehill.org.uk/wp-content/uploads/2022/02/202202-AGM-Minutes.pdf>

Item 4: Friends of Marble Hill Newsletter

Agreed. Chris Hurrey will henceforth be responsible for coordinating the production/content of the newsletter.

Action. The next newsletter needs to be produced during March so it can make reference to the membership subscription that will commence with affect from the 1st of April. The Chair said she would work with Chris to produce a draft of the March newsletter for circulation to the committee members to review before publication.

Item 5: Social Media

The committee noted that English Heritage had a dedicated YouTube channel as per the link below. <https://www.youtube.com/channel/UCG38dURIWhHZp9rUuQ0ZQ0g/about>

Action. It was agreed it would be beneficial for a link to this channel to be posted on the Friends website. Sam Ball to be asked to add the link.

The committee noted that it did not have a Facebook page.

Action. It was decided that the Friends would not have a Facebook page. Having a page would require a significant amount of work and updating and it was difficult to see what purpose this would serve.

Item 6. Honorary President of the Friends of Marble Hill.

The Chair advised that she had exchanged emails with Tracy Bowman who confirmed she was pleased to continue to be the Friends' honorary president.

Action: Sam Ball will be contacted to update the Friends' website with this information.

Item 7: Promotion of the Friends

All members of the Friends were invited to

- a) spend some time at the café in Marble Hill Park potentially on a Saturday to promote the friends.
- b) Become a “room explainer” in the Marble Hill House once it becomes open.

Leaflets

Agreed: It was decided that instead of producing A5 leaflets to be handed out, it would be a better idea to :

- a) Have a poster which would be in a frame on a board in Marble Hill promoting the fence.
- b) produce business cards with a QR code on the card to be handed out at certain events or even available at the Marble Hill Café. This would enable a prospective member to directly access the page on the Friends website to join.

<https://friendsofmarblehill.us17.list-manage.com/subscribe?u=8b973c2fff05cc334c91f31bc&id=a6e9f01d61>

Action: The Chair advised that she would follow up this matter with a view to having cards and a poster printed before the opening of the Marble Hill House.

Catchment area for distribution of EH Marble Hill Revived - Community Updates

DG advised that there was an area within the vicinity of Marble Hill Park in which A4 two-sided leaflets were delivered to each door providing an English Heritage Marble Hill. Provide community update.

Action: JP confirmed that he would be happy to put those community updates through the letterboxes of residences near to his home which is just outside the current catchment area.

Item 8: Becoming a member of the Friends

Action: It was agreed the page on the Friends website needs revision. JP agreed to take action and ask Sam Ball to update the website. has the following information:

Item 9: Website content

It was noted English Heritage will be rebranding Marble Hill house. As Committee members will be aware it is often referred to as the “*home of the mistress of King George II*”. This identifier is going to be removed to recognise Henrietta Howard as a woman in her own right.

Action:the committee decided that the Friends website will be updated to reflect the change in descriptions being used by English Heritage following any changes made by English Heritage.

Item 10 Friends Email Accounts

At the present time there is only one email account for the Friends.

friends@friendsofmarblehill.org.uk

Action: It was agreed that there was no need for any further email addresses. JP confirmed that he would log onto the email system on a regular basis to review emails.

Item 11 Recording of the list of members and subscriptions

JP advised the committee that he thought it was appropriate and in our best interests to ensure that the data covering the details of members and indication of their status of payment of their subscriptions was protected. JP thinks it would be best to keep that data off personal computers and instead under the control through the access to 'cloud' storage system. It seems that Google Docs is probably the simplest way to achieve this.

Action: JP will arrange to set this up and contact the membership secretary DK. This will involve liaising with Sam Ball to obtain the list of the current members and have that uploaded onto a spreadsheet onto Google docs.

Item 12 GDPR, general data protection regulation.

JP had produced a draft of the policy for the Friends. He had received comments and feedback and had made a number of alterations. It was agreed that for the time being there was no need to include any information about ticketing for events in the GDPR until an event requiring ticketing is in due course required. The references to ticketing have therefore been removed from the finalised GDPR.

Action: JP will finalise the GDPR and Privacy Notice and send the finalised documents to Sam Ball for posting on the website.

Item 13: BAFM. British Association of the Friends of museums.

The Treasurer has been in touch with the Association who confirmed that they were very happy to have the Friends join their Association.

Action: Committee agreed to review this matter at the next Committee Meeting.

Item 14 Opening of Marble hill House.

Although the date is not in the public domain, and members are requested **not** to reveal to date right now; it seems quite probable that the weekend of May 21 and May 22 will be the official opening. English Heritage have confirmed that there will be a stall available for use by the Friends of Marble Hill to promote our organisation and entice members to join.

Action: It is certainly hoped that members of the committee and volunteers will be at the stall to support the Friends during that weekend. Further details to follow.

Item 15 Sponsorship of English Heritage Trail leaflets.

The Chair has already circulated the details of this request from English Heritage for the Friends to give £4500 to support the creation of these leaflets.

The proposal is that we should fund it for the first year at a cost of £4500 and matched funding will be available. They anticipate handing out 20,000 leaflets pa but I suspect, given the house will only be open 7 months of the year, that this is an optimistic figure for the cost of a year's leaflets and that the total of £9,000 for two years (Of which we pay half) will be more than adequate. I have checked that if there is an over-production of leaflets that these will not go out of date and surplus from the first two years could still be used after that time.

It is our understanding of this amount will be match funded from another source. The leaflets will clearly indicate the support given by the Friends. This will provide an opportunity for further recruitment of members. The Treasurer confirmed that there is more than double this amount of funds held in the Friends bank account. It was thought this would be an excellent use of the Friends money providing us with an opportunity to tell our members the purpose for the use of legacy funds received from the Marble Hill Society.

Action: It was provisionally agreed to support this request from English Heritage pending a ratification by a quorum of the Committee at the next meeting.

Item 16. Coach house clock.

It was noted that there used to be a working clock on top of the coach house.

Action: It was agreed to follow up with English Heritage this matter with the idea to have the clock working.

Item 17 Location of Defibrillator

It was noted that the current location of this important safety device is proposed to be in the car park. It is the committees view that a more appropriate location would be next to or in the cafe that might be a more logical place where people might go to find it.

Action: it was agreed that the Chair would take up this matter with English Heritage.

Item 18: Adornment of flowers and other memorial objects to benches in the park

It was brought to the committee's attention the fact that it is quite a regular occurrence to see flowers and other objects attached to benches in the park no doubt by those related to or connected with the person that is identified on the bench.

Action: It was agreed to look at this issue at a forthcoming committee meeting and ascertain the guidance issued by English Heritage on this matter.

Item 19 Bank account signatories

JP provided an update that he was handling this issue to replace John Anderson with Alexandra Kingston as a second signatory on the account.

Action: Resolved and changes made

Item 20 Any other business

There was no other business and the meeting was adjourned at approximately 12:30.

Date of the next meeting

Saturday 7th May 2022