

## Observatory Group Meeting

18-01-2019

Present :- Richard Young (RY), Joan Brame (JB), Lloyd Hughes (LH), Roy Proctor (RP), Margaret Charlesworth (MC), Linda Harper (notetaker)

Apologies :- Phil Leigh.

1. Welcome and Introductions :-

RY introduced MC and LH to each other.

2. Minutes of Meeting 16 –11- 18

Agreed as an accurate account, to be uploaded to website.

3. Matters arising other than those on Agenda

Nothing to report.

4. Licence Agreement with the Borough – Issues for clarification

Insurance for telescope – RY has letter dated 8/9/2017 from Damian Parker to Marian Shaw confirming that the council insurance will cover the Telescope when it is moved offsite for restoration. Once the work is complete the value will be reviewed and the council will pay any additional insurance cost.

2 year duration of licence – the licence to be signed covers up until 2021, the assumption was made that at the end of this a new document will be needed to mirror the changes that have taken place.

A new protocol for how/what the Observatory will be used for will need to form the wording of the new licence.

Safety provision – Fire Alarms etc, Hand Rails. The licence document states that these improvements need to be provided at our expense however some of this work has already been done.

The proposed licence has been seen by the AAA Chair, Treasurer and Secretary who have commented, these will be put into a letter by the Chair for RY to take forward for clarification.

5. Meeting with Andrew Samson, Christine Leveson and Kevin Chapman to discuss work needed on entrance. (6-12-18)

RY, RP met with the above, AS not happy with handrails – not strong enough, he will discuss with KC – So far they have not reported back to RY, he will chase them up.

Screw closure for the dome hatch – Heritage Officer (CL) happy with this option.

Informal quote from Millwrights for work needed to be done to dome of £1000.

Estimated that screw fitment will cost less than £500

#### 6. Meeting with Chris Roper Telescope Restorer (10-1-19)

Chris Roper will now be working with Es Read (Optician) on the restoration of the Telescope. He visited the Observatory and identified the areas on the telescope that require attention.

This included the setting circles which require careful restoring to maintain the engraving as it is in good condition. Also the finish on the scope, it is thought that the quality of the brass under the paint will not be good enough to leave uncovered so will need repainting in choice of white with areas picked out in black.

The work on the motor-drive/weight system (governor) for the clock will be sub-contracted out to a clock restorer.

The contents of the desk need to be inventoried before restoration, MC suggested that a full photographic record of these pieces be made before removal.

Agreed that the pillar is best left in -situ and cleaned and painted there.

The restorers asked if a Solar Filter would be needed, RY wishes to think about this, the option will be costed into the final quote.

#### 7. Progress with Dome restoration – The work to be done needs to be co-ordinated with the Telescope restoration but the time period of 6 months for restoration will allow for this.

RP will liaise with Millwrights to specify the exact work to be done. (Action RP)

#### 8. Proposed meeting with Town Trust – this meeting still to take place between MC and Paul Tatum of the Town Trust together with AAA Chair, Treasurer, RY and RP. MC suggested that the meeting be arranged at Paul Tatum's office.

A formal document/agreement between AAA/Town Trust/ SEBC needs to be agreed.

#### 9. AOB – H&S Risk Assessment/Protocol needs to be written, suggestions for help with this include Martin Hosker, H&S Officer SEBC.

MC also suggested contacting Paul Rynsard who she thinks has experience in this.

MC asked about the progress of fundraising. RP advised that he wants to have all the final quotes for work before approaching Sarah Grieveson to start work.

MC also suggested approaching the Town Council for donation/grant towards the project. Do this before start of new financial year and before fundraiser starts work. As Borough council own Observatory/Telescope then could ask for help with purchase of A/V equipment which would be owned by AAA.

Heritage weekends – MC asked if would be in a position to take visitors up to the Observatory over these week-ends, RY advised that unlikely but that AAA are already involved with stands/displays over these week-ends.

10. Date and time of next meeting:- Friday 15<sup>th</sup> February 2019 at 7.30pm.