

Meeting of the Stonehaven Tolbooth Association
Wednesday 13th March 2019
Community Centre

Agenda

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|-------------------------------|----------------------|
| 1 Welcome | 6 Secretary's report |
| 2 Apologies | 7 Curator's report |
| 3 Minutes of previous meeting | 8 Clock Tower |
| a) acceptance | 9 Shop report |
| b) matters arising | 10 Events report |
| 4 Chair's report | 11 AOCB |
| 5 Treasurer's report | 12 Future dates |

Minutes

Present. Cressida Coates (CC), Bill Emslie (BE), Dennis Collie (DC), Andrew Newton (AN), Gordon Ritchie (GR), Jim Bruce (JB), Ian Balgowan (IB), Clare Thomas (CT),

In attendance Douglas Cusine (DCu)

1 Welcome. CC welcomed the trustees and gave apologies from four trustees. CC also welcomed Douglas Cusine (Chair of Stonehaven Heritage Society) and proposed that Douglas should be co-opted as a Trustee. CT seconded the proposal and the motion was passed unanimously.

2 Apologies. Tom Macpherson (TM), Louise Coates (LC), Gwynne Stewart (GS), Mary Sutcliffe (MS)

3 Minutes of previous meeting.

a) Acceptance. The previous minutes of 13th February were accepted.

b) Matters arising

Action Point	Person	Action
Request photographic evidence of ACMS crank	CC	Ongoing
Consider publicity in the TT regarding smile.amazon.co.uk	TM	TM had placed text in a previous TT edition but will remind readers in a forthcoming edition.
Decline offer of wedding dress	AN	Done
Place advert on Land Train	AN	Done
Issue protocol for recording private visitor numbers	CC	Ongoing
Contact TM re purchase of a new DVD player.	CC	TM has replaced the defunct player with a spare player in his household. This is functioning well. Thanks Tom.

Action points.

CC to obtain photographic evidence of ACMS crank.

CC to issue protocol for recording private visitor numbers.

4 Chair's report (CC)

The museum goes to opening six days a week on 1st April. Opening Times 1330 to 1630. The rota, for completion, was issued at the meeting.

There was been some concern over the potential damage to the documents relating to Dunnottar School and various protection proposals have been put forward. The committee decided to accept a recommendation from JB to use A3 folders with plastic inserts. JB will source the folders but will need help in transferring the original documents.

Action Point.

JB to source A3 folders

5 Treasurer's report (DC)

For the period 14/02/2019 to 12/03/2019

Income –	Barrel Donations	£399
	Gross Sales	331
	Total	£730
Expenditure –	Stock	£207
	Publicity	75
	Consultants	1155
	Lucky Dips	108
	Total	£1545

6 Secretary's report

We have been informed by Aberdeenshire Council Museums Service (ACMS) that they had been paying our annual fee to Visit Scotland by mistake for the last 8 years. In future STA will have to pay the annual subscription, currently £159.60.

Our existing Access Agreement to the Tolbooth museum expires on 31st March and Aberdeenshire Council are preparing a new agreement. However, at the moment this seems to be floating between the council's Property and Legal departments and no sight yet of what is included or excluded from the document.

We have signed up for Doors Open Day on 14th-15th September.

7 Curator's report

No report.

8 Clock Tower (AN)

No known progress on the proposed access agreement.

Frances Swanson has expressed her gratitude to the Trustees and volunteers for all the work involved in opening the Clock Tower for visitors.

9 Shop Report (GS)

No report.

10 Events Report

1. *CT attended a meeting held by Business Gateway on 5th March with the emphasis on tourism.*

Heather McRae of Aberdeenshire Council outlined the various grants and help available from the Council. CT didn't think that any of them would be of use to us at the moment but worth bearing in mind for the future.

David McCubbin of Visit Aberdeen City and Shire spoke. They are targeting visitors from Germany, Holland and Norway at present. 78% of visitors to the shire are from the UK. They are also working with cruise liners and TECA. Businesses etc. can submit listings to their website. Can we check that STA is listed on their website? (*Secretarial note. CT checked later and the museum is listed at <https://www.visitabdn.com/listing/stonehaven-tolbooth-museum>*)

Elaine Booth from Digital Tourism Scotland emphasised the necessity of being media savvy. More tourists are independent and want to meet the locals. The customer wants experiences. not things and think of themselves as explorers not tourists. This organisation runs workshops and events and will be starting a new run of events from mid-summer.

All speakers talked about the importance of an internet presence. Websites should be kept up to date and the opening page should have impact. Other social media are also very important.

CT spoke to Gary Hogan of Interface (connecting Businesses to academics). Could this be of interest?

CT also spoke to Aisha Kasim of Business Gateway who is happy to talk to us about how they could help us now or in the future. Email: aisha.kasim@bgateway.com. (Tel: 01224 289797)

2. *Events in museum.*

Since the last meeting we have had visits from two classes at Arduthie Primary School; school students from Gran Canaria and a class from Mackie Academy. Many thanks to all the volunteers.

Coming up this month there is a visit from P6 at Dunnottar at 1100 hrs on 27th March. At least one more volunteer would be helpful; BE offered.

Coming up are the Globus visits from Wednesday 22nd May. How are we going to deal with these? The committee agreed to review at the next meeting.

CT saw a flyer for an event in East Anglia showcasing local crafts. In this case they included flint knapping, blacksmithing, green woodwork and basket making. These might not be appropriate for our area but could we do something similar? Maybe start small with one craft. The Trustees agreed to think about this proposal.

Action Point.

Committee to agree procedures for Globus tours at April meeting.

11 AOCB.

Lights. BE reported that he and TM had replaced 9 bulbs in the museum and he has ordered some more replacements.

Stonehaven Heritage Society (SHS). GR updated the Trustees on the Society situation. For a while SHS has been looking for new office bearers but by a meeting last week no individuals had come forward so the committee decided that they will submit a proposal at the AGM on 24th April to wind up the organisation. They have already begun the process of petitioning OSCR and in the event that the proposal is passed SHS will cease to exist and eventually all assets will be transferred to STA. This proposed action led to some discussion within the meeting on ways in which to preserve and continue the work undertaken by SHS over the years. If SHS subsumes into STA some technical adjustments will be required but both parties are keen to work in good faith. One issue was the name of the surviving organisation. Members of SHS were keen from a legal point of view to have Stonehaven Heritage Society in the official SCIO name but STA Trustees voiced concerns over this proposal. GR was asked to contact OSCR and make inquiries about finding an agreeable solution.

Ergadia. There is a meeting with our consultants, together with representatives from NESFLAG and Aberdeenshire Council, on 22nd March. The trustees have had concerns over the pace of progress for a number of months and the lack of positive communication from Ergadia. There was a vigorous debate over what position to adopt at the meeting. One point of concern was that the agenda produced by Ergadia was unclear over the documentation that was going to be provided by Ergadia. AN was asked to contact the project manager seeking clarity.

Action Point.

GR to contact OSCR re name change/addition/etc.

AN to seek agenda clarity from Ergadia.

12 Dates of meetings (All Wednesdays at the Community Centre at 1930 hours)

10th April **8th May** **5th June** **10th July**

Andrew Newton

14th March 2019

Stonehaven Tolbooth Association (Tolbooth Museum)

A Scottish Charitable Incorporated Organisation (SC043279)

Summary of Action Points

Action Point	Person
Request photographic evidence of ACMS crank	CC
Issue protocol for recording private visitor numbers	CC
Source A3 folders	JB
Agree procedures for Globus tours at April meeting	Committee
Contact OSCR re name change/addition/etc.	GR
Seek agenda clarity from Ergadia.	AN