

**Meeting of the Stonehaven Tolbooth Association**  
**Wednesday 10<sup>th</sup> February 2021**  
**Virtual Meeting via Zoom**  
**(Courtesy of Liz Ritchie)**

## **Agenda**

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

## **Minutes**

**Present.** Cressida Coates (CC), Andrew Newton (AN), Gordon Ritchie (GR), Liz Ritchie (LR), Louise Coates (LC), Douglas Cusine (DCu), Clare Thomas (CT), Dennis Collie (DC), Gwynne Stewart (GS)

**1 Welcome.** CC welcomed the trustees, especially as some experienced initial technical problems.

**2 Apologies.** Mary Sutcliffe (MS) – vaccination appointment, Jim Bruce (JB) – No IT, Ian Balgowan (IB) – unable to access Zoom

### **3 Minutes of previous meeting.**

- a) Acceptance. The previous minutes of 13<sup>th</sup> January were accepted
- b) Matters arising

Action Point	Person	Action
Investigate any double pricing	GS	See Shop report
Write to local outlets of 'Stonehaven Shops'	AN	Done
Investigate the constitution and 'virtual' meetings	AN	See Secretarial report

### **4 Chair's report (CC)**

CC is posting and packaging orders being placed via the website. CC now only has a limited number of books at home; she will pick up additional copies from the museum.

## **5 Treasurer's report (DC)**

DC provided the committee with an exhaustive summary of financial activity from 1<sup>st</sup> April 2020 to date.

### **Income**

Grants	12,303
Donations	172
Direct sales	3793
On-line sales	491
On-line donations	7
	<b>£16,766</b>

### **Expenditure**

Insurance	463
Display	3745
Admin	846
Website	56
P&P for sales	59
Stock	2020
	<b>£7,189</b>

This leaves an excess of income over expenditure of £9,577

### **Sales**

Direct and online sales total £4,284 gross (less printing costs and P&P)

Recently we have sold approximately 950 'Shops' books, 25 'Street Names' and 20 Stonehaven posters.

### **Grants**

Coop	£7772 awarded , originally for specific items but now fairly flexible. £7772 received in full. £853 spent to date
Coastal Community	£2550 awarded for specific items. Will be reimbursed against receipts. £2150 already spent. 31/3/21 deadline
MGS	£755 awarded, for reopening (for PPE etc.) £755 received, £783 spent
MGS	£5035 awarded for refocusing. 75% (£3776) received, remainder on completion. Receipts required
STA	committed £1200 for hire of archivist

## **6 Secretary's report (AN)**

*From Matters Arising.* OSCR have permitted all Scottish charities to extend the deadline for their 2020 AGM until 31<sup>st</sup> March 2021; consequently STA have to organise a virtual AGM before this deadline. CC suggested Tuesday 23<sup>rd</sup> March at 1930 hrs. The logistics will be slightly different for this meeting. Initially CC will circulate all members, together with any other interested individuals, and ascertain whether they wish to participate; in the meantime LR will compile a quick guide on logging into a Zoom meeting and CC will pass this information to individuals expressing an interest in attending.

OSCR have concerns that some charities expressly forbid virtual meetings and have requested that all charities amend their constitution to permit virtual meetings whenever necessary. AN has already contacted OSCR on this particular request and proposed a simple solution but has yet to receive a reply. In the meantime AN and GR will review STA's constitution.

Ian Hunter has provided a copy of the 1984 Grampian TV recording of Stonehaven referred to in last month's minutes.

Weekly checks of the museum are being carried out at the request of Aberdeenshire Council.

Since the web site added an ecommerce page in December it has sold 58 'Shops' books, 3 'Street Names' and 6 Stonehaven posters.

The deadline for claiming an award under the MGS Recovery and Resilience Fund has been extended to 30<sup>th</sup> June 2021.

The committee agreed not to apply for funding from the new VisitScotland fund as it was felt that there were other organisations in a worst financial state than STA.

LR and AN are involved in the proposed new visitor signage around Stonehaven and have viewed a first draft for the Cowie Lane sign.

**Action Point.**

CC to start process for AGM

AN/GR to review constitution

**7 Curator's report (LC)**

Nothing to report at the moment but LC will re-commence photographing the artefacts once covid-19 restrictions are relaxed.

**8 Clock Tower report (AN)**

AN had nothing to report but DCu stated that the clock has stopped. AN to inform Council.

**Action Point**

AN to contact Council re clock

**9 Shop Report (GS)**

GS will investigate double pricing once the museum is operational again.

**10 Events Report (CT)**

CT reported that Globus tours would not be making any visits to the museum before June but were hopeful for later in the year.

**11 AOCB.**

*Social media.* Report from the administrators - (CT and LR). The launch of our Instagram account about 4 or 5 weeks ago has been very successful with about 80 followers; it is also linked into the VisitScotland and VisitAberdeenshire web sites. The Facebook account is reaching more and more individuals. In order to keep the museum in the public eye CT and LR are working with LC on an A to Z gazetteer of artefacts which will be used to publish useful information on a regular basis.

*Links to other groups.* LR has been contacted by Alistair Lawrie of the Mearns Writers Group and Gloria Potter of the Stonehaven Folk Club offering to co-operate with STA on outreach work and on any other topics of mutual interest. LR will circulate a link to Alistair's video journey around the harbour, which was part of the Across The Grain Doric festival, and seek feedback. Perhaps this could be incorporated into the museum website?

*Stonehaven Shops (1960 - 2020).* The sale of this book has gone exceedingly well with over 950 copies sold and a further £126 in sales have been collected from three of the outlets. Funds to be passed to DC.

The committee will have to decide over the next couple of months whether a second print run is justified (perhaps 500 copies?)

*Sketches.* At the previous meeting it was mentioned Frank Robertson has a number of sketches of Stonehaven landmarks and the committee had discussed whether to offer these for sale in the museum but it was felt that this was probably not a financially viable for STA. However, the committee agreed that his work should be publicised on our social media channels and any inquiries will be re-directly to Frank.

*Random Notes.* Donald Mitchell has ‘random notes’ made by H S Taylor about early days in Stonehaven and DCu wondered whether they could be re-typed and displayed in the museum. GR remembers reading these notes many years ago and agreed to re-read them and provide an opinion. A question was raised over who holds the copyright.

*Display boards.* GR is working on the new panels and completed the revamp of R W Thomson. Work continues on:

- Lord Reith
- Brownlow’s Baptism painting
- Capt. Barclay

*Stanehyve Magazine.* The flash drive has been provided to Dawn Black but one magazine appears to be missing. GR is investigating.

*Archiving old photographs.* LR has received information about seminars on this subject. Anyone interested should contact Liz.

*Capital Asset Transfer (CAT).* GR provide an extensive summary of the recent meeting between Aberdeenshire Council and the STA sub-group on a potential CAT of the Tolbooth. A wide ranging debate ensured and two action points were determined.

*Martin Barker.* DC has been contacted by Martin Barker of the AU School of Biological Sciences. Martin has offered the services of one of his students to provide an interactive guide to plants etc. on Stonehaven beach. LR reminded the committee that when the Facebook account made reference to rocks on the beach they had over 200 responses; this indicates that there is a ‘thirst’ for knowledge on the beach’s natural environment. CT wondered if an interactive guide was too hi-tech. DC reminded the committee that the ‘Peeble’ book is nearly ready for publication but he will set up a meeting with the student (and Martin?).

### **Action Points**

**LR** to circulate link to Alistair’s journey around the harbour.

**CT/LR/AN** to publicise Frank Robertson’s work on our media channels

**DCu** to contact Mike Walton

**GR** to contact Diane Henderson

**DC** to contact School of Biological Sciences.

### **12 Dates of future meetings**

23<sup>rd</sup> March (via Zoom) – after AGM.

CC closed the meeting by again thanking LR for her technical input.

**Andrew Newton  
15<sup>th</sup> February 2021**

**Stonehaven Tolbooth Association (Tolbooth Museum)**

**Summary of Action Points**

Action Point	Person
Start process for AGM	CC
Review constitution	AN/GR
Contact Council re clock	AN
Circulate link to Alistair's journey around the harbour	LR
Publicise Frank Robertson's work on our media channels	AN/CT/LR
Contact Mike Walton	DCu
Contact Diane Henderson	GR
Contact School of Biological Sciences	DC