

Meeting of the Stonehaven Tolbooth Association (STA)
Wednesday 28th February 2024
Tolbooth Museum
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 CAT and Grants - update
- 8 Events report
- 9 Collections report
- 10 Curator's report
- 11 Shop report
- 12 Clock Tower report
- 13 AOCB
- 14 Future date

Minutes

Present. Cressida Coates (CC), Dennis Collie (DC), Liz Ritchie (LR), Gordon Ritchie (GR), Andrew Newton (AN), Lindsay Petrie (LP), Ian Balgowan (IB), Mary Sutcliffe (MS)

1 Welcome.

CC welcomed the Trustees to the February 2024 meeting.

2 Apologies. Louise Coates (LC), Douglas Cusine (DCu), Clare Thomas (CT))

3 Minutes of previous meetings.

a) **Acceptance.** The previous minutes of 24th January 2024 were accepted.

b) **Matters arising.**

Summary of Action Points	Person	Report
Commission production of two display panels	GR	One panel is completed but GR is waiting for additional images in relation to Dunnottar Castle
Organise Induction Day	CC	Meeting held on 22 nd February
Contact Alistair Lawrie re book sale arrangements	LR	There is an ongoing discussion with Alistair
Provide CC with list of Globus dates.	CT	Done
Contact Sea Cadets re a visit date and IB's role	CT	Arranged for 1 st April.
Discuss shop modifications	LR/DC	Completed and well received.
Complete Fire Safety Procedures	GR	Done. Will circulate to Trustees and to be adopted at March meeting.
Write to Hugh Ramsay	AN	Done

Send list of volunteers to DC for tags	CC	Outstanding
Work up a placement study scheme for UoA	LP	Scheme submitted to UoA and now depends on student uptake.

Action Point.

CC to send list of volunteers to DC for tags

4 Chair's report (CC)

An Induction/Coffee Morning was held on 22nd February when approximately 15 volunteers attended. The meeting was well received and CC is considering making these meetings a regular event.

March rota is now out and as the museum will go to the summer schedule on 1st April the April rota will also be issued shortly.

5 Treasurer's report (DC)

DC reported on finances for the period 1st to 31st January 2024.

Income		Expenditure	
Cash Sales	£ 70.90	Stock – Glen Appin	£251.03
E Sales & Donations	214.29	Stock – Sea Salt	102.51
Barrel donations	196.57	Xmas expenses	259.37
Total	£481.76	St James hire	75.00
		John Aitken (C'yard)	300.00
		Total	£987.91

6 Secretary's report (AN)

We have received notification that the Visit Scotland grading system will cease in March 2025. We retain our 3 stars until that date but subsequently all Scottish establishments will lose their grading. There is nothing to replace the current vetting.

AN had found the door left unlocked on two occasions in February. Rather disturbing and the Trustees will have to consider adding a Yale lock to the door.

Due to the extreme weather experienced in February – the harbour was closed on one weekend – the footfall was only 478 for the month. This is 30% below the long term average.

Two orders for Elizabeth Christie's books were received via the internet and have been dispatched.

The work to improve the Inner Courtyard continues, albeit slowly. The main problem is inflexibility by the Council and with a final grant deadline of 8th March there is no room for any further delay. DC and AN will meet Council official on Friday (1st March) to discuss type of paving. Paul Mair (restaurant) has provided a letter of support and is very keen to use it as an additional catering area starting summer 2025.

Ron Leiper will begin conversion of his shed at the beginning of March but at the moment he has given no indication when the work will be completed.

7 CAT and Grants (GR)

The CAT is an ongoing saga and despite Council's assertion that it is not Common Good GR has amassed evidence that the Council is wrong.

CC and AN were called to an informal meeting with Tim Stephen over another matter during which we were informed that Council officials were convening this week to finalise their recommendation on the CAT. Following this meeting STA would be invited to Viewmount to be informed on the officials' view and that the recommendation will be put to the Area Committee meeting on 26th March.

[Secretarial Note: As these minutes were being drafted the Council notified that it wished to meet with STA on 8th March]

8. Events report (CT)

Nothing to report at the moment but a meeting is scheduled shortly.

9 Collection Report (GR)

A meeting was held on 7th February with GR, CC, Dc, DCu and LR in attendance. The meeting was productive and a long list of observations and proposed actions has been created. This list will be circulated separately to all Trustees.

10 Curator's report (LP/CC)

LC and CC are meeting on Tuesday 5th in order to complete the asset register for the North Room.

11 Shop report (LR)

The shop is now fully stocked with the items that are considered to be the best sellers. Now ready for the summer season.

12 Clock Tower report (AN)

IB reported that the panoramic TV is not working. AN to investigate.

Action Point

AN to investigate TV failure.

13 AOCB.

Madge Mackie. LR commented on a recent article in the Bellman by Ms Mackie which highlighted Old Town memories. Liz thought that this would be an interesting subject for *Stanehyve Times* and/or within the museum. The committee concurred. IB will ask Ms Mackie for an electronic version of the article.

Mangle. The Stonehaven mangle sited outside the museum has been badly affected by the winter storms and is degrading and becoming a hazard. IB and AN will move it into the Outer Courtyard.

Flood Gate. The question was raised whether the museum should invest in a flood gate rather than using sand bags to protect the front door but there was some suggestion that a Gate was no easier to use. This subject was left in abeyance.

Volunteer Recruitment Event. KDP is holding a Volunteer Recruitment Event in Fetteresso Church Hall on 25th April. CC is keen to participate and will make contact with KDP.

Christmas Gathering. DC expressed concerns at the cost of the last Christmas gathering and requested that future events operate on a more reasonable budget.

Action Points.

IB/AN to move mangle

CC to book table for Recruitment Event

14 Date of future meeting

Wednesday 27th March.

Andrew Newton

1st March 2024

Secretary

Stonehaven Tolbooth Association (Tolbooth Museum)

A Scottish Charitable Incorporated Organisation (SC043279)

Summary of Action Points

Summary of Action Points	Person
Send list of volunteers to DC for tags	CC
Investigate TV failure	AN
Move mangle	IB/AN
Book table for Recruitment Event	CC