

**Meeting of the Stonehaven Tolbooth Association (STA)**  
**Wednesday 27<sup>th</sup> March 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), Louise Coates (LC), Douglas Cusine (DCu)

**1 Welcome.**

CC welcomed the Trustees to the March 2024 meeting.

**2 Apologies.** Mary Sutcliffe (MS), Clare Thomas (CT))

**3 Minutes of previous meetings.**

a) **Acceptance.** The previous minutes of 28<sup>th</sup> February 2024 were accepted.

b) **Matters arising.**

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

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

The summer season commences on Monday 1<sup>st</sup> April and in advance a preliminary rota has been issued; the first copy is encouraging as most of the 'slots' have been filled but there are still a few days to be staffed. CC will seek further volunteers.

The Recruitment Event will be held in Fetteresso Church Hall on Thursday 25<sup>th</sup> April. A table has been booked and as the event will run from 1500 – 1900 hours CC suggested splitting the day into 2 shifts. CC and DCu will take 1500 – 1700 and CC and LR will take 1700-1900. CC will review the displays available for the event and select the most appropriate.

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

DC reported on finances for the period 1<sup>st</sup> to 29<sup>th</sup> February 2024.

<b>Income</b>		<b>Expenditure</b>	
Cash Sales	£ 67.40	Stock – Glen Appin	£206.72
E Sales & Donations	94.84	Stock – Sprint Design	942.00
Barrel donations	77.01	Shop Shelf	8.99
<b>Total</b>	<b>£239.25</b>	John Aitken (C'yard)	150.00
		<b>Total</b>	<b>£1307.71</b>

CC mentioned that the museum may not have enough red fleeces in the appropriate sizes and LR will check on the situation.

DC intimated that he would be away on holiday from 16<sup>th</sup> April to 28<sup>th</sup> May. The charity's cheques book will be passed to CC for the duration.

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

Registration for 2024 Doors Open Days is now open and AN will submit the application forms for the museum and the clock tower.

A delegation from Norway will be visiting Stonehaven on 24<sup>th</sup> April with the purpose of understanding how volunteering works in Scotland. The museum is one of a number of institutes that will be visited by the group. The visit will be co-ordinated by Stonehaven Town Partnership.

The six monthly fire alarm check will be undertaken on Friday 29<sup>th</sup> March; AN in attendance.

Visit Scotland has announced that they will have closed all existing Tourist Information Centres by March 2026. This has no direct implications for the museum.

### **Action Point**

AN to register for Doors Open Days

## **7 CAT and Grants (GR)**

STA's CAT request was due to be decided at the March meeting of the Area Committee. DC, DCu and AN attended. Although the STA's application was for the complete Tolbooth and its curtilage officials had recommended that the 1<sup>st</sup> floor should be excluded from the CAT. The Council submission was weak and their previous record of poor maintenance weighed against them. The Councillors asked many searching questions of both Council officials and STA representatives (DC and DCu) and their unanimous decision was to go against the Council officials' recommendation and sanctioned a CAT of the complete property for £1. However, as this is a contradiction of the Council recommendation the request will now be referred to the Business Services Committee (BSC) for a final decision. Whilst the Area Committee decision was very favourable to STA there is a danger that when the BSC makes the final decision they may increase the asking price by a significant degree as the Council regards the restaurant as an income generating asset. From the outset STA have argued that the Tolbooth is Common Good and consequently it can only be 'gifted' to STA. We have already gathered a considerable body of evidence to support the STA case but to ensure that no stone is left unturned two further actions will be taken:

- GR will seek an opinion from Andy Wightman – an acknowledged expert on Common Good

- DCu will review the relevant 1930s Burgh records – seeking exact date of Marquis of Lansdown’s gift

Once all the data and opinions are gathered GR and DCu will contact Karen Wiles – Head of Aberdeenshire Legal Department. In the interim CC will contact Tim Stephen requesting a tripartite meeting (Council, Restaurant and Museum) to decide priorities for repairs as tabled by Squire Associates.

### **Action Points**

**GR** to contact Andy Wightman

**DCu** to review Burgh records

**CC** to arrange tripartite meeting with Tim Stephen

### **8. Events report (CT)**

Clare has been waiting for clarity on when work will begin on the Inner Courtyard but as this will not impinge on the Outer Yard the task of booking events can proceed.

The Sea Cadets are visiting the museum on 1<sup>st</sup> April.

### **9 Collection Report (GR)**

After the previous meeting GR circulated a list of proposed actions. CC received a number of offers of help and at tonight’s meeting they were passed to GR. Whilst all actions were not covered it is hoped that a start can be made although erecting new display panels may be delayed due to DC’s upcoming holiday.

More processed images have been received from Sharper Images with another 100 expected in the future.

### **10 Curator’s report (LP/CC)**

LP, LC and CC are meeting in the North Room on Monday 1<sup>st</sup> April 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.

The seasonal Easter Egg trail is ready to commence.

### **12 Clock Tower report (AN)**

Nothing to report

### **13 AOCB.**

*Website.* DCu asked if there had been any progress in amending the website so that volunteers could add/subtract their own name from the rota. AN stated that this had been looked into but there was a technical issue and the work around was too complicated to be used by lay persons. LC mentioned Google Docs and will speak to CC.

*Fire Safety.* The approved documentation is now ready to be displayed.

*Expert Adviser.* DCu noted that one of the questions raised at the Area Committee meeting was ‘*would the museum be willing to employ expert advisors to help run the entire building?*’ The committee had no

objections with this issue and GR mentioned that Keith Moir (Squire Associates) had already offered help.

*Ship's Bell.* IB reported that the vessel *Cireemuir* was bombed 6 miles off Stonehaven during the WWII and sunk. After the war divers recovered the ship's bell and it has been passed to various owners in the ensuing years. The current owner wishes to donate the bell to the museum. The committee agreed to accept it.

*Cleaning.* Prior to the start of the summer season CT, LR, LC and CC will undertake a comprehensive clean of the museum.

*Mannequin.* In order to commemorate the 200<sup>th</sup> anniversary of the RNLI the mannequin has been dressed as a lifeboat volunteer. LR will try to arrange a photo opportunity with RNLI members.

#### **Action Points.**

**IB** to contact owner of ship's bell

#### **14 Date of future meeting**

Wednesday 15<sup>th</sup> May.

**Andrew Newton**  
**28<sup>th</sup> March 2024**

**Secretary**

**Stonehaven Tolbooth Association (Tolbooth Museum)**  
**A Scottish Charitable Incorporated Organisation (SC043279)**

#### **Summary of Action Points**

<b>Summary of Action Points</b>	<b>Person</b>
Register for Doors Open Days	<b>AN</b>
Contact Andy Wightman	<b>GR</b>
Review Burgh records	<b>DCu</b>
Arrange tripartite meeting with Tim Stephen	<b>CC</b>
Contact owner of ship's bell	<b>IB</b>