

Meeting of the Stonehaven Tolbooth Association (STA)
Wednesday 4th September 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), Liz Ritchie (LR), Andrew Newton (AN), Clare Thomas (CT), Dennis Collie (DC),

1 Welcome.

CC welcomed the Trustees to the September meeting.

2 Apologies. Louise Coates (LC), Gordon Ritchie (GR), Mary Sutcliffe (MS), Lindsay Petrie (LP)

3 Minutes of previous meetings.

- a) **Acceptance.** The previous minutes of 31st July were accepted.
- b) **Matters arising.**

Summary of Action Points

Summary of Action Points	Person	Report
Contact owner of ship's bell	IB	In progress. Accompanying text to be reduced?
Pursue new sign for Bervie Braes	IB	Unknown situation
Contact Hugh Morell	CC/LR	Done. Hugh's memory stick to be returned – in shop till
Compile trustee information for Sumup	AN	Done. Thanks to trustees for providing the information
Investigate PVG certificate	DC	A certificate is not required but it would be advisable to have more than one adult on duty
Explore opportunities to collaborate with Stonehaven Art Club members.	LR	Contact has been made and LR has been invited to meet with members and explore possibilities.
Seek funding for Madge Mackie book	DC	In progress

Action Points

IB Ship's bell

IB to pursue new sign for Bervie Braes

4 Chair's report (CC)

This is the last month of the six day week. However, October also contains the autumn school holidays and CC will examine the possibility of opening extra days beyond the weekends during the holidays.

John Trudgill is working on the proposed agates display. Further discussions are expected on the exact nature of the display and its location in the museum.

Liz Hunt (Stonehaven Art Club) is interesting in a project whereby club members visit the museum and sketch various display items. Their preferred day is a Friday; CC will offer a convenient date in October when the museum will only be open at the weekends (school holidays excepted).

Savannah (Over 50's Club) inquired about a museum member providing a talk on Stonehaven witches. This is not a topic on which the museum has any expertise and Amy Calderwood suggested referring the Club to the Elphinstone Institute.

The AGM is confirmed for 2nd October. To be held in the Blue Room at the Stonehaven Community Centre. LR will publicise on social media and the Bellman; the publicity will include a message seeking additional trustees – perhaps individuals wishing to extend their CVs.

Action Point

CC to set date for Art Club to visit museum

LR to publicise AGM

5 Treasurer's report (DC)

Report on financial activity from 1st July to 31st August

Income		Expenditure	
Cash Sales	943.60	Stock	546.77
Sumup	1054.09	Uniforms	112.50
Barrel donations	2556.42	Admin	50.06
Gift Aid	20.00	Website	58.87
Total	£4574.11	Event	24.50
		Display	162.50
		Total	£955.20

6 Secretary's report (AN)

Electrical work to rectify identified faults will be undertaken on Tuesday 24th September; AN in attendance.

The bi-annual fire alarm safety check is due in September.

The annual footfall is running about 7% below the corresponding figure for 2023. This can be attributed to the poor weather in April and May which severely curtailed visitor activity; however, the annual foot fall is still predicted to be about 18,000.

There is a possibility of a visit from members of the Kent Geological Society latest this month. The 'Stonehaven' mangle which was located outside the museum had decayed to the extent that it was in a dangerous condition and is now in the Outer Courtyard. There is a possibility that the Men's Shed could re-novate the item. Discussions will be held.

7 CAT and Grants

CAT. After many months (years?) the Council has finally issued a Decision Notice in which they have offered to sell the ground floor and courtyards to STA for £1. STA has until the 28th September to appeal against the decision and until 31st January 2025 to make a firm offer for the property as outlined in the Decision Notice. A special trustee meeting will be held on 25th September to consider appealing.

Grant. At the same time that the Council issued the Decision Notice they sent a Letter of Comfort to the Coastal Community Challenge Fund (CCCF) stating that a CAT had been offered and they had no objections to the paving of the Inner Courtyard. Based on this letter CCCF have released access to a grant. AN had an onsite visit with the construction company and John Aitken (project manager) on Tuesday 3rd and work should commence on 11th September, labour availability permitting. The planning department has been notified on the start date.

The trustees were informed that there are further contracts pending concerning the Tolbooth building:

- a) To be run by the Council and mainly concerned with the roof and external walls although, additionally, fire and sound barriers are to be installed between the museum and the restaurant
- b) Repairs to be paid by the restaurant. Currently STA has not been notified about the extent of these repairs

Action Point.

AN to circulate Decision Notice

8. Events report (CT/MS)

Amy Calderwood is holding a creative writing class in the museum on 28th September, from 10.00 to 14.00

Amy's husband will run an art class in September/October. Initial thoughts are to hold it in the Outer Courtyard but the weather may be inclement and at the same time construction work may hinder any museum activity in this area. CT will monitor the situation.

Pauline Cordiner has offered to hold a Halloween themed event of Saturday 26th October. CT is liaising with Pauline.

The last Globus visit will be on 2nd October. The committee consider these visits successful and delegated CT to hold negotiations on the potential of visits in 2025

Quiz Night at the British Legion is on Friday 25th October.

Action Point

CT to assess suitability of Courtyard for art class.

CT to discuss visits in 2025 with Globus.

9 Collection Report (GR)

In GR's absence there is no report.

10 Curator's report (LP/LC)

No report available.

11 Shop report (LR)

The order from Glen Appin has finally arrived after a long delay. A few new items are being trialled e.g., hair scrunchies. AN asked whether we catered sufficiently for males and LR pointed out the availability of shot glasses, hipflasks etc.

LR has met with Anna Ross (Frost Pocket Press). The latter has acquired a number of printer's blocks from James A Bruce and had suggested that there was merit in creating postcards from the blocks. LR, and the committee, felt that postcards are out of fashion but other usages of the blocks deserved to be explored. Discussions will continue.

Action Point

LR to continue considering options provided by the old blocks.

12 Clock Tower report (AN)

We get occasional reports of the main video not working in the Tower and there appears to be an intermittent fault in the software. However, switching the device on and off a couple of times seems to 'kick' the device into action.

13 AOCB.

Younger members/trustees. LR raised the on-going difficulty of attracting younger members. There is no easy solution to this problem but she will include the wish to attract 'fresh blood' in the social message announcement of the AGM. Also trustees should consider making informal approaches to any potential candidates in the local community.

Museums Association. At the last meeting LP mentioned the Museums Association (MA) organisation. This discussion triggered a distant memory with AN and subsequent research shows that STA joined the MA in 2013 with the museum being listed on their website- the listing is still there. However, all contact details for the website have been lost. In a recent conversation with MA the latter suggested that we should re-apply at a cost of £84 per annum. Both AN and DC failed in see any benefit in re-joining and recommended not to proceed. The committee concurred.

14 Date of next meetings

Special (CAT Appeal) - Wednesday 25th September 1930 hrs

AGM – Wednesday 2nd October. Blue Room, Stonehaven Community Centre 1930 hrs

Andrew Newton
5th September 2024

Secretary

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

Summary of Action Points

Summary of Action Points	Person
Contact owner of ship's bell	IB
Pursue new sign for Bervie Braes	IB
Circulate Decision Notice	AN
Assess suitability of Courtyard for art class.	CT
Discuss visits in 2025 with Globus.	CT
Continue considering options provided by the old blocks.	LR