

**Meeting of the Stonehaven Tolbooth Association (STA)
Wednesday 19th February 2025
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), Dennis Collie (DC), Douglas Cusine (DCu), Neil Smith (NS)

1 Welcome.

CC welcomed attendees to a cold and wet February evening.

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

3 Minutes of previous meetings.

a) **Acceptance.** The previous minutes of 8th January 2025 were accepted.

b) **Matters arising.**

Summary of Action Points

Summary of Action Points	Person	Report
Contact owner of ship's bell		To be pursued
Pursue new sign for Bervie Braes		To be pursued
Continue considering options provided by the old blocks	LR	LR has emailed Anna Ross (Frostpocket Press) but no reply. Will try again.
Contact AU over student opportunities	LP	Situation unknown
Review display panels	GR/DC	Ongoing, nearing completion
Source and purchase suitable storage containers.	LP	Situation unknown
Engage with Sketching Group	LR	Would like to visit one Friday before the start of the summer season

Contact LC over a possible digital rota list	CC	Digital rota for museum and Globus will commence in April
Action Winter Talks	CC	Open Day on Saturday 1 st March.
Contact Katy re re-working poster	LP	Situation unknown
Investigate funding for recording local history	LP	Situation unknown
Investigate Temu products	LR	An initial inquiry suggested a potential computer hack and inquiry was stopped. LZ will re-try.

Action Points

- * Ship's bell
- * Pursue new sign for Bervie Braes
- * Initially lead by Ian Balgowan, requires another Trustee to complete action

LR Old printing blocks

LP Contact AU over student opportunities

LP Source suitable storage containers

LP Contact Katy re re-working poster

LP Investigate funding for recording local history

LR Investigate Temu products

4 Chair's report (CC)

CC recorded the sad and unexpected demise of Ian Balgowan. His funeral was held on Thursday 13th February with the cortege stopping outside the museum, where a number of volunteers stood, before proceeding to Fetteresso Church. There was a large attendance at the church. Subsequently Ian's daughter Evelyne donated £500 to the museum which is 50% of the money raised at the church door. Evelyne now has the task of emptying Ian's house and if she finds any relevant items they will be donated to the museum. CC will write to Evelyne.

The committee considered various ways in which to acknowledge Ian's long standing commitment to the museum both as a volunteer and as a Trustee; one idea is to commission a stainless steel bench. DCu agreed to approach Jimmy Malcolm.

A new volunteer was recruited after CT's talk to Ladies Probus and Sue Reid will attend the Open Day on 1st March.

STA also had an email inquiry from a Nicky Donelan but they have not responded to CC's follow up email.

Action Points.

CC to thank Evelyne McAllan

DCu to contact Jimmy Malcolm

5 Treasurer's report (DC)

Summary of Activity from 01/01/2025 to 31/01/2025

Income		Expenditure	
Cash Sales	120.50	Jim Bruce Settlement	113.25
Sumup	219.14	Lorna Collie Settlement	205.75
Donations (Barrel)	188.95	MacKenzie Print	960.00
Gift Aid	10.00	Andrew (Admin)	9.44
Funding (CCCF)	4195.20	Total	£1,288.44
HMRC GiftAid	3361.19		
PayPal	161.04		
Total	£8,256.02		

The HMRC income is a back claim for the last three financial years.

6 Secretary's report (AN)

OSCR have just released an update on required data. During the summer OSCR will seek more personal data on Trustees, i.e. Name, Home Address, Email address, Telephone, Date of birth. Obviously there are security issues involved and STA will not take any further action until further information is provided. By the end of 2025 all future annual reports will be placed online without any redactions, consequently new reports will have to be constructed in a manner not revealing any personal or confidential information.

Kincardineshire & Mearns Area Committee have opened its Coastal Community Fund to new applications – deadline 7th April 2025. The committee considered that it was worthwhile to apply for a grant to renovate the boundary walls around the Outer Courtyard. AN to make application.

Action Point

AN to submit grant application to K&M Area Committee.

7 CAT and Grants (GR)

There was a meeting with the Council on 23rd January concerning the agreed repairs to the Tolbooth but it was unproductive as a key member of Council staff failed to attend. In essence we are no further forward from the situation in July 2024. STA's offer to purchase has been submitted and we now wait whilst solicitors of both parties exchange correspondence.

There was concern over the lack of knowledge within STA over the exact state of the CAT situation and CC will ask GR to write a brief resume.

Action Point

CC to ask GR to update members on CAT

8. Events report (CT)

CT will be hosting a visit from Pillar Kincardine on 12th March. She also attended an event at Elphinstone Institute.

CT gave an outreach talk to the Ladies Probus club and the latter made a generous donation of £70 to the museum. AN to write to Ladies Probus thanking for donation.

Globus have confirmed the 2025 schedule of visits.

Action Point

AN to thank Ladies Probus.

9 Collection Report (GR)

Displays are ready for the Open Day on 1st March when GR will speak about the newly produced images of old Stonehaven. LR and AN are available to speak on other displays.

NS has taken away the display stands to be used at Banchory..

10 Curator's report (LP/CC)

CC and LP met in January to review the asset register and worked on the material in the East Room. This has almost been completed; this will just leave the kitchen which holds undocumented newly donated artefacts. A date for the next meeting is still to be set.

11 Shop report (LR)

Glen Appin and Sea Salt have indicated to LR that they will be increasing their wholesale prices.

LR is in contact with a producer of shortbread sold in a tin of a similar size to the Sea Salt tin.

12 Clock Tower report (AN)

Nothing to report except that the Tower was opened to play funeral bells when Ian's cortege passed.

13 AOCB.

VE, VJ Day. LR is hoping to celebrate the end of WW2 with a small display. LR posted a request for relevant memories on Facebook and so far has received two replies. She will repeat the posting. The Gordon Highlander museum has been contacted to establish whether they can loan a uniform in order to dress up our resident mannequin.

Queen Mother video. LR was contacted by Michael Gill via the museum's Facebook page offering a video of HM Queen Mother's visit to the Tolbooth in 1963. Offered accepted.

Open Day Information Sheet. DC tabled an information sheet that he had produced for a previous Open Day and suggested that it could be revised and used on 1st March. Committee welcomed the suggestion and thanked DC.

New Trustees. The passing of Ian Balgowan leaves a spare Trustee vacancy and there was a discussion on how to fill the space. Inevitably this led to a wider discussion on how to recruit younger members of the community with perhaps more formal links with Mackie Academy although previous links had not survived long term. No definitive decisions were reached but it is realised that recruitment is a serious problem and has to be addressed.

David Fleming. The committee understands that David is writing a book about Stonehaven Harbour (content unknown) as a private venture. He recently approached KDP – administrator of 3 local windfarm funds – seeking financial support. However, this request was refused on the grounds that grants are not given to private individuals; as a consequence David has approached STA for help in acquiring funding. After reviewing a comprehensive email from David in which he set out the financial requirements to publish by the end of 2026 the committee came to the opinion that:

- a) The sum involved at the moment (£300) was too small to justify Trustee time in writing an application
- b) Realistically David should delay until 2026 before seeking external funding for the completion and printing of his book

Action Point

CC to write to David Fleming

14 Date of next meeting

Wednesday 19th March

Andrew Newton

4th March 2025

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	*
Pursue new sign for Bervie Braes	*
Continue considering options provided by the old blocks	LR
Contact AU over student opportunities	LP
Source and purchase suitable storage containers.	LP
Contact Katy re re-working poster	LP
Investigate funding for recording local history	LP
Investigate Temu products	LR
Thank Evelyne McAllan	CC
Contact Jimmy Malcolm	DCu
Submit grant application to K&M Area Committee	AN
Ask GR to update members on CAT	CC
To thank Ladies Probus	AN
To write to David Fleming	CC

* IB was lead for these action points. A new trustee has to be appointed.