

Meeting of the Stonehaven Tolbooth Association (STA)
Wednesday 13th August 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), Andrew Newton (AN), Dennis Collie (DC), Gordon Ritchie (GR), Liz Ritchie (LR), Mary Sutcliffe (MS), Clare Thomas (CT)

1 Welcome.

CC welcomed attendees to the August meeting.

2 Apologies. Louise Coates (LC), Douglas Cusine (DCu), Lindsay Petrie (LP), Neil Smith (NS)

3 Minutes of previous meetings.

a) Acceptance. The previous minutes of 9th July 2025 were accepted.

b) Matters arising.

Summary of Action Points

Summary of Action Points	Person	Report
Contact owner of ship's bell - ongoing	CC	Ongoing
Investigate new lettering for Bervie Braes' sign - ongoing	AN	Waiting for individuals to return from holiday
Contact AU over student opportunities – on hold until later in year	LP	No report
Hold video call with Katy	LP	No report
Investigate funding for recording local history. Potential of student in summer 2026	LP	No report

Source dress display stands	CT	Costs vary from £50 to £1000. Will be in contact with the Gordon Highlander museum and will seek their advice.
Inform tenderers to proceed with paint contract	AN	Done and contract completed
Contact Tim Stephen for CAT update.	AN	See under CAT
Investigate creating a refreshable display of local worthies	Committee	Extensive discussion held. Committee in agreement to create a display area although further investigations are required in order to find the appropriate space. A provisional list of ‘worthies’ has been established but the comment was made that there were no females on the list. Historically local women were not prominent but it was suggested that Joan Eardley and Sue Black are possible prominent contemporaries. If Prof. Black is to be celebrated we will have to seek her approval in the first instance.
Contact Joseph accepting offer of information on Dunnottar Castle	LP	See Chair report
Write to Walter Stephen accepting offer	AN	Done

Action Points

CC Ship’s bell - ongoing

AN Investigate new lettering for Bervie Braes’ sign – ongoing

LP Contact AU over student opportunities – on hold until later in year

LP Hold video call with Katy

LP Investigate funding for recording local history. Possibility of student in summer 2026

4 Chair’s report (CC)

Joseph, from Dunnottar Castle, will visit the museum at 1030 on Tuesday 19th August to give a talk about the Castle. Light refreshments will be served. After the talk CC will show volunteers around the Clock Tower and provide instructions on playing the Fire Balls video.

5 Treasurer’s report (DC)

Summary of Activity from **01/07/2025** to **31/07/2025**

Income

Cash Sales	429.26
Sumup	452.60
Globus	150.00
Critter Keeper Donations	85.85
Donations (Barrel)	667.26
Online Donation	10.00
Council Grant (Courtyard)	7728.00
Total	£9,522.97

Expenditure

Critter Keeper	90.00
Glen Appin	251.53
Chairs (Dennis)	319.38
Claymore Electric	180.00
Total	£840.91

DC informed the meeting that the Bank of Scotland has now changed the nature of the Association’s bank account and in future will have to pay bank charges.

The subject was raised about providing a standalone digital donation system as fewer and fewer individuals are carrying cash. DC/AN to investigate.

DC mentioned that a future project must be to investigate the provision of a new heating system that is both efficient and climate friendly.

DC stated that he will be on holiday between 25th September and 12th November.

Action Point

DC/AN Investigate standalone digital donation system

6 Secretary's report (AN)

The museum has received a complaint, via Museum Galleries Scotland, from a Richard Scott that we are in breach of a donor condition. Mr Scott claims that we no longer hold certain fishing artefacts donated by his grandmother because we have dispatched them to a central archive store. Consequently he is requesting their return to the family. Mr Scott is misinformed as the items mentioned have been on continuous display in our museum since September 2011. An appropriate communication has been sent to the complainer and copied to Museum Galleries Scotland. No response yet.

Steve Horsfield of Hereford wishes to donate a painting by Willie Main of Dunnottar Castle to the museum. The committee agreed to spend up to £50 to help defray Mr Horsfield's costs in dispatching the donation. The painting is known to have been presented to Dr James Macregor McKay (1919-1988), alumnus of Robert Gordon College and Aberdeen University (1943) on the occasion of his wedding at Brechin in 1948. The painting has remained within the family until the present day.

7 CAT and Grants (GR/AN)

AN met with Tim Stephen and Diane Henderson to establish whether there were any remaining 'hold ups' in the CAT. Specifically:

1. An up to date site layout with the bin store in the correct position. An updated plan was tabled at the meeting but it became apparent that this was part of the restaurant lease. We still need the correct layout document for the museum.
2. Putting fire retardant material between the existing stonewalls and the first ceiling joist. An assurance was given that this would be actioned. However, this is still to be written into the formal legal agreement.

During the meeting it transpired that the Council had failed to receive any tenders to effect the outstanding repairs to the building. AN, on behalf of STA, offered to project manage all the repairs if the full 'Tea Fund' was handed over to STA. Tim was enthusiastic over this offer and left the meeting with the intention to proceed in this manner. Three days later he revealed that the Council were going to re-advertise the tender; he cited unknown obstacles within the Council that prevented a take up of the STA offer.

GR confirmed that there has been no movement on the legal front for a number of weeks. In point of fact 30th July was the latest deadline (two previous ones have also been missed) for the production of the formal agreement to purchase but nothing has been tabled yet.

There is a general air of despair over the whole CAT process. Council information is difficult to acquire, e.g. how much is in the 'Tea Fund' and where is it held, and the STA finds itself dealing with individuals who practice remote working.

8 Events report (CT/MS)

In the past month the museum has hosted both The Critter Keeper and a demonstration of Lace Making. Unfortunately the Jack MacPherson event was cancelled due to the threat of bad weather although it is hoped that Jack could still appear if a suitable date can be found. There has been no progress in booking

the Granite City Brass Band but Amy will be holding a Creative Writing Workshop in the museum on 23rd August.

9 Collection Report (GR)

GR will start work on a Tolbooth display panel and also create a list of desirable actions to improve the collection displays.

10 Curator's report (LP/CC)

LP and CC are scheduled to meet but date and time are dependent on LP's free time.

11 Shop report (LR)

Most stock is deemed as adequate for the moment after re-stocking of fridge magnets and certain Chinese goods. However, LR may order another supply of Sea Salt before the end of the summer season. Bill Emslie (Men's Shed) has provided 11 samples of slate coasters and they will be put on sale at £6 each.

Stonehaven Street Names is now out of stock. There are only a few copies of Martin Sim's *Memorial on the Hill* left – DC will contact Martin to re-order.

Action Point

DC to contact Martin Sim re supply of *Memorial on the Hill*

12 Clock Tower report (AN)

The Clock Tower continues to struggle along; there is no sign yet of the Council remedying the faults itemised in July's minutes.

As recorded in the Chair's Report CC will give a tour of the Tower to volunteers after Joseph's talk on 19th August.

13 AOCB.

Harbour Book. GR is proof reading the final printer's proof and will place an order this week. The committee agreed a print run of 500 copies at a cost of £885.60. Hopefully the booklet will arrive in time for the Harbour Festival on 31st August.

100th Anniversary. A source at the British Legion has approached MS with the offer of text relating to the 100th anniversary of the War Memorial. The committee decided to accept the offer.

In Conclusion

This is LR's last monthly meeting prior to her resignation at the AGM – intimated in July's minutes. CC wished to record again her thanks for all the valued work and support provided by LR over the last number of years.

14 Date of next meeting

Wednesday 17th September. This will be the **AGM** to be held at the Community Centre at 1930 hrs.

Andrew Newton
15th August 2025

Secretary
Stonehaven Tolbooth Association (Tolbooth Museum)

Summary of Action Points

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Hold video call with Katy	LP
Investigate funding for recording local history. Potential of student in summer 2026	LP
Investigate creating a refreshable display of local worthies	Committee
Investigate standalone digital donation system	DC/AN
Contact Martin Sim re supply of <i>Memorial on the Hill</i>	DC