

Meeting of the Stonehaven Tolbooth Association
Wednesday 17th February 2016
Community Centre Bothy

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 Curator's report
- 8 Shop report
- 9 Events report
- 10 Clock Tower
- 11 AOCB
- 12 Date of next meeting

Minutes

Present. Andrew Newton (AN), George Strang (GS), Cressida Coates (CC), Dennis Collie (DC), Tom Walker (TW), Bill Emslie (BE), Jim Bruce (JB), Gwynne Stewart (GSt), Clare Thomas (CT), Ian Balgowan (IB)

1 Welcome. CC welcomed the Trustees to the meeting in the cosy confines of the Bothy.

2 Apologies. Tom MacPherson (TM)

Absent. None.

3 Minutes of previous meeting.

a) Acceptance The previous minutes of 20th January were accepted.

b) Matters arising

Action Points	Person	Report
Rationalise stock and its location	GSt	GSt reported that storage space was adequate but selling space could be rationalised further. JB items should be restricted to the large display cabinet leaving the shop cabinet free for tourist orientated items. TW suggested the use of trays and GSt will follow up.

Create fire alarm procedures	Committee	Still to be actioned
Contact Council to establish whether we have fire alarm contract	CC	Still waiting for a reply from Mintlaw
Create a job sheet template	CC	In process
Contact Martin Sim accepting spare Fireball brochures	AN	Done and brochures now available for free distribution
Contact specialist electrician	BE	Waiting for a reply
Provide operating instructions for the upgraded laptop	TM	Done
Follow up FaceBook page posting	TW	TW has established name of person and CT will follow up further

Action Points. Committee to create fire alarm procedures

CC waiting for Mintlaw to respond to fire alarm contract query

BE waiting for response from contact

4 Chair's report (Cressida Coates)

CC reported that the March rota was now complete and that the museum will also open on Good Friday (25th March). As from Friday 1st April the museum will operate the summer schedule – open Wednesday to Monday (closed on Tuesdays) from 1.30 pm to 4.30 pm.

The museum has gained 3 further volunteers – David and Catherine Swankie (David will be a guide on 6th March) and Gary Brindlay (Gary's first duty will be 12th March).

The following dates and locations are confirmed for the next series of meetings:

- 16th March Bothy
- 20th April Community Centre Lounge
- 18th May Bothy or Community Centre Lounge
- 15th June Bothy or Community Centre Lounge
- 20th July Community Centre Lounge
- 17th August Bothy
- 21st September (AGM) Community Centre Lounge

The Stonehaven Folk Club held a cabaret night and all proceedings from the night have been donated to STA. A magnificent sum of £275 was raised. CC recorded her appreciation and will write to the Chair of the Folk Club.

Action Point. CC to write to Chair of Stonehaven Folk Club.

5 Treasurer's report (Dennis Collie)

Over the last 4 weeks Income was £518.47 and Expenditure was £10. Footfall from 1st January until 13th February was 1047.

DC also reported the donation of £275 by Stonehaven Folk Club.

6 Secretary's report (Andrew Newton)

AN reported that the second architect has also been ill and the plans for the re-development have again been delayed. However, he has been assured that plans will be available within a week. It is imperative that this timeline is achieved as receiving the grant from Aberdeenshire Council is time sensitive.

The North East Scotland Fisheries Local Action Group (NESFLAG) is hosting a public launch of EU/Scottish Government funding on 7th March at Peterhead. This is funding for fishery orientated projects in coastal areas such as Stonehaven and the extension of the museum may qualify for such funding.

STA failed in a recent application to the Meikle Carewe Wind Farm Fund due, in the opinion of the STA, to a flawed assessment process by the Wind Farm Fund. Representations have been made to KDP who act on behalf of Meikle Carewe and AN, who is also a member of KDP, is engaged in discussions within KDP. Stonehaven & District Community Council have also expressed reservations over the award procedure and GS will contact SDCC advising them that if they wish to take their own concerns further then they should contact KDP.

Action Point. GS to advise SDCC over Wind Farm Funding applications.

7 Curator's report (George Strang)

GS raised a number of points:

- Scottish Heritage is holding a seminar on raising funding for museums on 2nd March in Aberdeen. Price £30 per person. GS will book two places, one for himself and one for a second trustee.
- The last flag to be flown at Tod head Lighthouse has been donated to STA. It requires a wash before being displayed.
- JB has loaned a flax strength tester that he has acquired from an Inverbervie mill.
- The shepherd's crook lent to the Ury Players has been returned.
- Thanks to input from Margaret Sullivan GS was able to respond to an inquiry about the Defiance stagecoach.
- A Mark Webster has provided extensive information on Roderick Innes, a drummer who served in 78th Regiment of Foot under the Duke of Wellington. Mark has created a poster which can be displayed in the museum.
- GS made the point that the museum could benefit from the services of a professional graphics designer and AN mentioned that the museum has been approached by a designer working in Laurencekirk.
- STA has been approached by Kerry-Anne Kenny who is searching for information regarding the original Arduthie Hospital. GS will contact Dr McIntosh as the latter is a known historian on Stonehaven medical matters.
- At least one visitor has remarked on the amount of artefacts on display and whether this is generating a 'cluttered museum'. The committee agreed that the museum is now too small for all that is on offer. GS suggested placing a portacabin in the inner courtyard to use for storage. AN mentioned that there was the possibility that the brick ex fuel store could become available. IB offered to contact the present owner to ascertain his intentions about the property.

Action Points. **GS** to contact Dr McIntosh regarding Arduthie Hospital
IB to contact Alex Malcolm regarding the brick fuel store

8 Shop Report (Gwynne Stewart)

GSt has purchased a number of new lucky dips and some of the committee will help to wrap – this includes utilising family members!

A new order of Chinese items has been received and although a re-order is required from Glen Appin there is no urgency as stock is sufficient for the moment.

9 Events (Clare Thomas)

CT reported a number of forthcoming visits:

- Portlethen WRI to visit on Monday 11th April. GSt to provide contact details.
- The Fatherland Burns Club has requested permission to hold two mini Burns Suppers at 1400 and 1500 hours on Saturday 9th July.
- Claire Plaister of International Language Tours wishes to bring a group of French students to the museum in April.
- Meg Findlay of Stonehaven Folk Festival has inquired about the use of the museum during Folk Festival Week and CT suggested that the Tolbooth could be used as a ‘drop-in’ music location on Sunday 10th July.

GS reported that himself, IB and AN will be giving talks to Bon Accord Probus Club in February 2017, in the meantime the Club has expressed an interest in visiting the museum. GS has contact details.

Action Point. CT to organise the various requests for visits.

10 Clock Tower (Andrew Newton)

The external metal rails have now been completely replaced by green painted wooden rails. This was an Aberdeenshire Council decision and action.

An engineer from Edinburgh inspected the panoramic monitor and pronounced it ‘dead’. He has returned to Edinburgh to source a new monitor. Aberdeenshire Council has been informed.

GS reported that the magnet was missing but has provided a replacement. Also new torch batteries are required. He also reported that the footfall was not reported for one Saturday but TW confessed that he had overlooked this recording procedure but the actual footfall was 27.

11 AOCB

JB has removed one of the external mangles for refurbishment.

Despite attention from the retained external contractor the front door still ‘sticks’; this is a Council problem and will be raised with Mintlaw again.

12 Date of next meeting

The next meeting will be held on **Wednesday 16th March** in the Community Centre Bothy at 1930 hours. Below are listed the remaining scheduled meeting dates until September.

20th April 18th May 15th June 20th July 17th August 21st September

Andrew Newton
19th February 2016

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

Summary of Action Points

Action Points	Person
Create fire alarm procedures	Committee
Waiting for Mintlaw to respond to fire alarm contract query	CC
Waiting for response from contact	BE
Write to Chair of Stonehaven Folk Club.	CC
Advise SDCC over Wind Farm Funding applications.	GS
Contact Dr McIntosh regarding Arduthie Hospital	GS
Contact Alex Malcolm regarding the brick fuel store	IB
Organise the various requests for visits.	CT