

Meeting of the Stonehaven Tolbooth Association
Wednesday 16th March 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), Clare Thomas (CT)*

1 Welcome. CC welcomed the Trustees to the March meeting.

2 Apologies. Tom MacPherson (TM), Jim Bruce (JB), Gwynne Stewart (GSt), Ian Balgowan (IB)

Absent. None.

3 Minutes of previous meeting.

a) Acceptance The previous minutes of 17th February were accepted after correcting a mistake in the summer opening days and hours.

b) Matters arising

Action Points	Person	Report
Create fire alarm procedures	Committee	Still to be actioned
Waiting for Mintlaw to respond to fire alarm contract query	CC	Still waiting for a reply from Mintlaw
Waiting for response from contact	BE	BE went to Laurencekirk with the contact to view stock but only items available were fluorescent fittings which are not suitable.
Write to Chair of Stonehaven Folk	CC	Done

Club.		
Advise SDCC over Wind Farm Funding applications.	GS	Done. A further communication will be sent to SDCC with an update on the situation
Contact Dr McIntosh regarding Arduthie Hospital	GS	Done
Contact Alex Malcolm regarding the brick fuel store	IB	The committee have been informed that the shed was sold to Keith Hunt last week.
Organise the various requests for visits.	CT	See Events section.

Action Points. Committee to create fire alarm procedures
 CC waiting for Mintlaw to respond to fire alarm contract query

4 Chair's report (Cressida Coates)

CC reported that a couple of changes had been made to the March rota and the April rota is now being circulated for volunteers. The April response has been slow and the rota will be re-circulated again, highlighting unfilled 'slots'. It was reported that both David Swankie and Gary Brindlay enjoyed their first experience as volunteers.

TM had reported that the stock of the Dinosaur sheet was low and CC will replenish during the forthcoming weekend.

There was considerable discussion over the lack of positive communication with Aberdeenshire Council Museum Service (ACMS) and as there are a number of outstanding issues to be addressed CC was asked to invite representatives of ACMS to a meeting at the museum.

* CT joined committee meeting

GS suggested putting notices in the Doctor's surgery and dental practices highlighting the need for more active volunteers at the museum. CC will investigate further.

Action Point. CC to invite members of ACMS to the museum.
 CC to investigate practicality of putting volunteer notices in medical centres.

5 Treasurer's report (Dennis Collie)

For the period 27th February to 12th March the total income was £773.67 and expenditure was £6,324 (the largest item being part payment of architect fees). Footfall from 1st April 2015 to 29th February 2016 was 20,568; we need 133 visitors in March to exceed the previous financial year total of 20,701.

6 Secretary's report (Andrew Newton)

The Stonehaven Business Association (Tourism Group) is producing a new brochure and had requested two separate articles from STA; one on the Museum and the other on the Clock

Tower. AN had previously circulated text to the committee and this has now been submitted to the Tourism Group.

DC, GS and AN had met with the architect to discuss the latest plans for the extension. Even making allowances for ill health, progress has been painfully slow and the latest plans are far from satisfactory. For example too much space is taken up with office and toilet space and more discussion is required on the flow pattern of visitors. The architect has been asked to re-consider aspects of the plans. Progress is also hindered by the fact that the first floor has to be planned for two different organisations; life would be simpler if the entire upper floor was utilised by one tenant but the current tenant is not interested in extending his operation. The latest draft plans were tabled.

GS and AN attended a fund raising event sponsored by Heritage Lottery Fund in Aberdeen. It was a well-run event but it highlighted how ruthless fund raisers had to be in order to be successful. Some of the suggested activities did not sit easily with the museum's representatives (nor did they with other delegates). AN has contacted Douglas Turner (a freelance fund raiser) again and the latter will be in touch when next in Aberdeen.

AN is chair of the KDP governance sub-group and had raised his concerns within KDP over the way in which KDP handles windfarm funding. He was informed that decisions on eligibility etc. are the sole preserve of the panels which consists of representatives of affected Community Councils and KDP has no influence on these panels. These panels (one for each windfarm) only meet once a year and due to the time schedule it is probable that the criteria for 2016 will remain the same as those of 2015 – the criteria for 2017 could be changed at the 2016 meeting. It has also emerged that the criteria can change from year to year as the representatives on the panels also change and consequentially there can be different interpretations of the guidelines from year to year. This is an unsatisfactory situation as it means that the guidelines are not robust, open to different interpretations and leads to confusion among applicants.

The daughter of the late Archibald Watt has donated 65 slides from his collection – probably used in the illustration of *The Highways and Byways of Kincardineshire*.

STP has offered advertising space on the Land Train for the 2016 season. The committee doubted whether advertising would increase the museum's footfall but would consider the placing an advert as a 'community gesture' if the price was right.

During the meeting with the architect the latter mentioned that he used an electrician based in Inverurie for all his electrical requirements. The contact details were passed to DC in order to open discussions on the museum's lighting requirements.

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

AN to discuss advertising with STP

DC to contact electrician in Inverurie

7 Curator's report (George Strang)

GS recorded the following donations:

- The last flag to be flown at Tod head Lighthouse is now on display in the museum.
- JB has loaned a flax strength tester that he has acquired from an Inverbervie mill.

- A set of kiddie's bootees have been donated.
- David Fleming has donated an end casing from a WW1 howitzer shell

GS has still not received any response from Mintlaw (See Chair's report).

GS and BE were at an Aberdeenshire Visitor Forum at Tarves and both found it informative. One development is the merging of VisitAberdeen, Visit Royal Deeside and Banffshire Coast into a new organisation – VisitAberdeenshire. This new tourist group will have an annual budget of £2M, double the amount that VisitAberdeen had; there may be opportunities for the museum to benefit from this re-organisation. GS distributed a number of different leaflets to be read by the committee.

CT suggested that STA should investigate joining the local geocache organisation as this popular activity might increase visitor numbers. CT has contacts that may be able to help STA make a decision.

Action Points. CT to investigate geocaching.

8 Shop Report (Gwynne Stewart)

Due to GSt's absence there was no shop report this month.

9 Events (Clare Thomas)

CT reported a number of forthcoming visits:

- Monday 11th April – Portlethen WRI will visit at 1930 hrs. CT and GSt will attend
- Monday 25th April - Monday Circle from Ruthieston Church will visit at 1915 hrs. CT and GSt will attend. Other volunteers may be required.
- Friday 20th May – Stonehaven Lions at 1930 hrs. They also wish to view the Clock Tower. Volunteers will be required

GS is to confirm to CT details of a visit from the Bon Accord Club in May.

10 Clock Tower (Andrew Newton)

The monitor displaying the panoramic views of the harbour has been replaced. This action was completed without any information being provided to the committee but in subsequent discussions with the Council it has been agreed that in future AN will be the conduit to STA.

The electronic counter system failed on 13th March and it has taken a while to discover the problem – the battery had expired in the transmitter. However, after finding the instruction manual and the 'key' for unlocking the tamper proof housing the problem has been resolved. We are now better equipped for future failures.

The architect won the 2016 Conservation Award from the Society of Aberdeen Architects and it was suggested that a copy of the award should be displayed in the Tower – AN to investigate with the Council.

STP have granted the museum 18 hours of their Development Worker's time and it was agreed that a suitable project was seeking sponsorship of the STA's operation of the Clock Tower – there is the possibility of siting 8 A6 cards in the Clock Tower.

Action Points. AN to consult with Council over displaying Architect Award
AN to liaise with STP Worker on sponsorship

11 AOCB

DC informed the committee that he had been contacted by the Treasurer of the Stonehaven Hall Trust who had stated that the Trust was being wound up and there was the distinct possibility that some of the residue funds would be transferred to STA. DC will keep the committee informed.

12 Date of next meeting

The next meeting will be held on **Wednesday 20th April** in the Lounge at the Community Centre at 1930 hours. CC tendered her apologies in advance. Below are listed the remaining scheduled meeting dates until September.

18th May 15th June 20th July 17th August 21st September (AGM)

Andrew Newton
17th March 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
Invite members of ACMS to the museum.	CC
Investigate practicality of putting volunteer notices in medical centres.	CC
Advise SDCC over Wind Farm Funding applications	GS
Discuss advertising with STP	AN
Contact electrician in Inverurie	DC
Investigate geocaching	CT
Consult with Council over displaying Architect Award	AN
Liaise with STP Worker on sponsorship	AN