2026 AGM of the Stonehaven Tolbooth Association
Wednesday 23rd September 2026
St James Hall, Stonehaven

Agenda

1. **Welcome and Registration of Attendees**
2. **Previous AGM Minutes**
3. **Report from the Chair**
4. **Report from the Treasurer**
5. **Election of new Trustees**
6. **A.O.C.B.**

Minutes

Present. Donald Mitchell, Douglas Cusine, Anthony Dodd, Lena Prothero, Louise Coates, David Fleming, Diane Fleming, Clare Thomas, Mary Sutcliffe, Gordon Ritchie, Bill Williamson, Kirsty Williamson, Gary Brindley, Andrew Newton, Cressida Coates, Dennis Collie.

Apologies. Karen Smith, Colin Davies, Shona Barclay, Jean Skinner, Christine Western, Freda Adams, Fiona Westland, Amy Calderwood, Catherine Young, Alison Campbell, Frances Watt, Judith Salter, James Patterson, Alex Cormack, Hilary Lonsdale, Jack Stephen, Aileen Philip, Lynn Zaccarini, Liz Ritchie, Lindsay Petrie

1. Welcome

Cressida Coates welcome the attendees to the 14th AGM.

2. Previous Minutes

The minutes of the last AGM held on 17th September 2025, were circulated after that meeting to those attending and were approved without correction or amendment on 13th November 2025.

3. Chair's Report (Cressida Coates)

Good evening and welcome. Many thanks for attending the Annual General Meeting of the Stonehaven Tolbooth Association.

So here we are…… another year has gone by.

It is traditional to report on what the previous year has meant for us. To praise our triumphs, to address any hindrances and look towards the future.

To start with, to all the volunteers who have helped out right across the board when called upon, a **big thank you.**

To new volunteers, welcome aboard. To those volunteers who have had to take a step back many thanks for all your support over the years.

The digital rota is going not too bad. Although I know some volunteers may still have some difficulties. I would say just get in touch with me. The WhatsApp group is proving to be very beneficial.

October sees the move towards our winter hours. Which are Saturday and Sundays, although we will open during school holidays and the new time of 12.30 pm to 3.30 pm.

In the quieter months we will endeavour to have volunteer catch ups in the museum.

Tolbooth Museum, Community Asset Transfer and Grants

At our last annual general meeting it was reported that we were still in discussions with the local authority with regard to outstanding issues pertaining to our CAT application. Finally, the ground floor (museum) and the courtyards were transferred to Stonehaven Tolbooth Association on 25th March 2026.

In taking over our part of the building STA's have inherited responsibilities for the utilities for the property. A lot of hard work and effort into sorting these out have been undertaken and now all is in place.

Next step was repairs……

Burns Construction was awarded the contract to undertake the repairs to the Tolbooth Building in January 2026. This of course meant that the Tolbooth Museum would close its doors for a while.

Volunteers were recruited to assist in emptying the museum of artefacts to a container located in the courtyard. Volunteers worked tirelessly to get the job done for the work to start. So a very big thank you.

The work took slightly longer than was hoped. However, volunteers answered the call again to put everything back. We used this time to give the Museum a good clean and also clean the artefacts.

It was a good time to address actually what needed to go back and to make new displays from artefacts that were held in storage.

The Men's Shed undertook for the Tolbooth Museum the production of a new Front Door sign and this was replaced in July 2026.

The area around the pews has been updated with donated paintings, e.g. Dawson Map and Stunning Harbour Lights.

A thank you from the Stonehaven Tolbooth Association for these generous donations.

Memorial Bench for Ian Balgowan. The hope was to situate the memorial bench on the Boardwalk but was met with some objections by the local authority. However, with agreement from Ian's family it is outside the large white door looking out onto the harbour. A most fitting tribute to a lovely chap.

EVENTS

Last year's quiz night was very successful and yes, we are going to do it again this year.

This year's (2026) will be held on Friday 23rd October 2026, 7.30 p.m. at the British Legion Stonehaven. Tickets are £5.00 and are available from the Tolbooth Museum (when open) or

pay at the door. To assist this event, it would be wonderful to receive any raffle prizes. These can be left at the Museum.

We have had a visit from The Elphinstone Institute towards the end of last year (2025) and they advised they can provide speakers who explore the history of the area. This is maybe something to pursue in the future.

Other events or organisations that we have hosted: -

Guides, Two Primary One classes from Arduthie Primary School, Corn Dolly workshop, Story Telling by Pauline Cordiner which formed part of the Stonehaven Folk Festival, Lace Making, Children's Art Workshop, Jack MacPherson – sang in the Courtyard over two days, Involved with Harbour Day, Mackerel Smoking in the Courtyard.

Most recently Aberdeenshire Open Doors weekend 19th and 20th September 2026 which saw 481 visitors to the Tolbooth Museum.

Sadly, this year we did not play host to Globus. Hopefully we can welcome them back in the future.

SHOP

There has been a bit of a revamp of the shop. Lists have been provided for volunteers to find out where stock is located and what the prices are. This has been very helpful.

The shop has seen over the last year some new items for sale supplied by The Men's Shed.

We have continued to stock local items such as the Sea Salt. Other new items included Stonehaven caps, Stonehaven Tolbooth pens and notebooks which all seem to be proving popular.

Fridge magnets are always very popular. There is a new one of the Tolbooth Museum.

The books produced by local folk are still proving popular.

Thank you to Lorna & Dennis Collie for their hard work in maintaining the shop.

COLLECTIONS

The collections work in the Museum is always ongoing as we are continuing to improve on them.

- Areas that are currently being looked at: -
- Organize a panel on the Tolbooth Museum
- Produce more information on the Jail Cell.
- Improve the Education display.
- We now have a display on Stonehaven Worthies.

As we move into the relatively quieter months, we hope to engage the assistance of volunteers who may have an interest in helping with these projects.

STANEHYVE TOLBOOTH TIMES

Our publication is still very popular. Thank you Gordon Ritchie and Louise Coates for your hard work in preparing this. Also, to anyone who has provided snippets for this publication many thanks for taking the time.

Other areas that have seen improvement

We have received an updated version of the Fireballs Ceremony.

We have now incorporated this production with the other ones and now have one DVD playing all.

The Fishing DVD was sticking quite a bit so again we have managed to burn a new one.

Many thanks to Louise Coates for doing this.

CLOCK TOWER

We are no longer involved with the Clock Tower and to be honest I am not sure what the future holds for this building.

Moving forward what are the areas we should be concentrating on? -

- Engage with volunteers more.
- Get you involved with various projects.
- Use your expertise.
- Have monthly catch ups over a coffee or tea in the Museum. This gives us a chance to keep in touch and address any areas of concern volunteers may have.
- Look at additional ways we can promote our Courtyards.
- Investigate when there are Cruise Liner visitors to the town and see if we can benefit from opening when they are here in the town.
- Investigate ways of encouraging people to volunteer with us.

As I come to the end of my report, I would like to say, 'thank you'. Two words that mean so much.

The work and time that goes into planning events, producing our publication, maintaining social media platforms, keeping an eye out for any grants we can apply for, sorting out utilities to say but a few does not go unnoticed. It is indeed greatly appreciated.

To my fellow Trustees going above and beyond thank you.

Finally, to everyone who volunteers to keep the doors of the Museum open for the visitors to the town.

Thank you.

4. **Treasurer's Report (Dennis Collie**)

This is the financial report for the year ending 31st March 2026 and full details are provided in the appendix at the end of this document. The museum was closed more-or-less for the whole of January/February/March (see Chair report) and these affected figures, especially income. For the financial year, we opened for 215 days with a total footfall of 16,121; an

average of 74 visitors per day. Total income from those through the door, that is sales in the shop plus donations in the box, was £10,350, an average of 64p per person – it has been better in the past! However, the museum did generate a small surplus of £4,152 as opposed to a loss of £747 in 2024/2025.

Turning to the detailed accounts (see appendix) Dennis provided more information – in general terms he believes that there are too many ledger entries and these should be reduced; in addition the examining accountant believes some monies are miscoded although the final amounts are correct. These problems will be resolved by consensus between the Treasurer and accountant during the next financial year.

Notes on ledger entries (with reference to appendix).

Income

Bank interest – although there was more in the savings account, lower rates mean less interest.
Gift Aid – a pain to do so I do it 2 or 3 years at a time
*Council Fund*ing – for courtyard
Awards etc – McPhies for Harbour book
*Minor do*nations –from the donation box + Globus BUT others by mistake (see below)
Donations at events - should have had Seafood Bothy £160; Mary S (bar at Ury Players' Panto) £200; Creative writing £16; Quiz night £344
Cash sales – in shop
eCard – difficult to separate sales from donations, but the ratio is about 1:5(donations : sales)
Events – weddings etc. In future subsume this into *Donations at Events*

Expenditure

Admin – includes everything from mouse traps to clipboards for dinosaur search; frame for Jim's picture that a visitor broke … to … contactless system for donations (£160).
Website – forgot to invoice us this year
AGM, meeting – mainly Xmas party
Publicity –
Volunteer uniforms – subsume into *Admin* next year
Donations/Grants –
Display/furniture – e.g. barrels and chairs for courtyard
Exhibits/artefacts –
Stock for shops –
Sales P&P – subsume into *Stock* next year
Lucky dips – subsume into Stock next year
Shop equipment – subsume into *Display/furniture* next year
Building works – courtyard
Insurance, H&S – Public and Employer Liability
Legal, architectural – D Chouman
Cost of events – British Legion for quiz, critter keeper
Utilities/maintenance –
Bank charges – used to be a free account but now have to pay

Thanks to Alison Robertson who inspected the accounts, Andrew Newton for all his support and, of course, all the volunteers who kept the museum open and the money coming in!

Finally a word of warning. Currently we have a healthy bank balance but now that we have taken part ownership of a grade A listed building we have to deal with hefty costs:
Building insurance - £3,264
Fire alarms, lights and equipment servicing - £264
Electricity - £50 per month in summer, how much in winter?

5 Election of Trustees

Anthony Dodd was co-opted onto the committee in October 2025 and now sought election as a Trustee; motion proposed by Clare Thomas and seconded by Mary Sutcliffe. Motion carried.
As per the constitution three Trustees had to stand and this year they were: Louise Coates, Dennis Collie and Cressida Coates. All three stood for re-election:
Louise Coates proposed by Douglas Cusine, seconded by Diane Fleming
Dennis Collie proposed by Mary Sutcliffe and seconded by Donald Mitchell
Cressida Coates proposed by Dennis Collie and seconded by Kirsty Williamson.

All three were unanimously re-elected, the current Trustees are:

Trustee	Year elected	Trustee	Year elected
Gordon Ritchie	2024	Clare Thomas	2025
Neil Smith	2024	Lindsay Petrie	2025
Mary Sutcliffe	2024	Cressida Coates	2026
Lorna Collie	2025	Louise Coates	2026
Douglas Cusine	2025	Dennis Collie	2026
Andrew Newton	2025	Anthony Dodd	2026

6 A.O.C.B

There was a request from the floor to modify the Daily Sales Sheet, Dennis Collie will action.

Clare Thomas offered to add Dennis Collie to the Tolbooth Rota Whatsapp Group.

Gordon Ritchie proposed a vote of thanks for all the work undertaken by the Office Bearers. Motion unanimously carried.

The meeting closed at 2000 hours.

Andrew Newton
Secretary
24th September 2026

Stonehaven Tolbooth Association - Financial Summary for FYE 31st March 2026

Income	Total Amount	Previous Year	Notes
Bank Interest	2,534.26	2,958.07	
Gift Aid from HMRC	0.00	3,361.19	
Funding - Aberdeenshire Council	7,728.00	25,315.20	
Awards, Sponsors, Donations etc.	250.00	960.00	
Minor donations etc.	7,043.59	7,992.69	
Donations @ Events	32.00	0.00	
Cash Sales	3,888.37	5,184.00	
eCard Sales/Donations	3,296.15	4,329.68	
Events/hires	0.00	484.00	
Total Income	**24,772.37**	**£50,584.83**	

Expenditure	Core Museum	Previous Year	Notes
Admin/misc expenses	343.67	301.61	
Web site	0.00	58.87	
AGM, meeting expenses	270.39	139.40	
Publicity & advertising	0.00	0.00	
Volunteer uniforms	0.00	112.50	
Donations/grants	0.00	40.00	
Display materials/furniture	770.75	833.86	
Exhibits/artefacts	0.00	0.00	
Stock for sales	3,217.16	4,274.78	
Sales P&P	10.80	0.00	
Lucky dips	0.00	12.89	
Shop equipment etc.	0.00	0.00	
Building Work (Courtyard)	14,412.00	45,141.58	
Insurance, H&S etc.	208.95	189.24	
Legal/Architectural etc.	996.00	0.00	
Cost of Events	160.00	226.83	
Utilities/maintenance	15.76	0.00	
Bank Charges	14.04	0.00	
Total Expenditure	**20,619.52**	**£51,331.56**	

Annual Trading Profit/Loss	**4,152.85**	**-£747.33**

Transferred cash to Current Account	**£10,440.00**
Transferred from Current Account to Savings Account	**£0.00**

Opening Balances	Total
Current Account b/f	39,006.50
Savings Account b/f	88,955.60
Cash b/f	3,676.78
Total Funds b/f	**£131,638.88**
Closing Balances	
Current Account c/f	41,530.02
Savings Account c/f	91,489.86
Cash c/f	2,771.85
Total Funds c/f	**£135,791.73**

Dennis Collie, Treasurer. 31st August 2026

Approved by circulation – 31st October 2026