

Meeting of the Stonehaven Tolbooth Association (STA)
Wednesday 4th June 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), Clare Thomas (CT), Gordon Ritchie (GR), Douglas Cusine (DCu)

1 Welcome.

CC welcomed attendees to the June meeting.

2 Apologies. Louise Coates (LC), Mary Sutcliffe (MS), Lindsay Petrie (LP), Neil Smith (NS), Liz Ritchie (LR)

3 Minutes of previous meetings.

a) Acceptance. The previous minutes of 23rd April 2025 were accepted.

b) Matters arising.

Summary of Action Points

Summary of Action Points	Person	Report
Contact owner of ship's bell	CC	Rod Macdonald has been contacted and CC is awaiting a reply
Pursue new sign for Bervie Braes	DCu	A new sign was created but with Ian Balgowan's demise its location has become an unsolved mystery. AN will investigate possibility of new lettering.
Contact AU over student opportunities – for next academic year	LP	Action for later in year
Source and purchase suitable storage	LP	A website selling suitable acid free

containers.		preservation boxes has been identified but committee requires input from LP on what artefacts are to be stored.
Contact Katy re re-working poster	LP	Katy works in Canada and has now received all the required information. LP and Katy will hold a video conference to agree on format and content.
Investigate funding for recording local history	LP	No update. Should this be terminated?
Provide instructions regarding sales on behalf of third parties	CC	To be actioned.
Contact barrel vendor	LR	3 barrel tables purchased.
Purchase wine/whisky	DC	Done.
Inform Tim Stephen to proceed with Option 1	AN	Done.
Investigate Area budget	DC	Inquiries revealed that this budget cannot be used for printing new booklet. See also AOCB.

Action Points

CC Ship's bell - ongoing

AN Investigate new lettering for Bervie Braes' sign

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

LP Identify artefacts to be preserved

LP Hold video call with Katy

LP Investigate funding for recording local history. Should this be terminated?

CC Provide instructions regarding sales on behalf of third parties

4 Chair's report (CC)

There have been inquiries from 3 new potential volunteers but so far these expressions of interest have not translated into recruitment.

The new digital rota is in its third month of operation. There are still a few minor issues with the concept, especially the lack of compatibility with smart phones. CC and LC are working on a resolution.

5 Treasurer's report (DC)

Summary of Activity from **01/04/2025** to **31/05/2025**

Income

Cash Sales	638.70
Sumup	624.32
Madge Book Sales	50.00
Globus	280.00
Donations (Barrel)	1051.77
Donations (Various)	120.00
Total	£2764.79

Expenditure

Sea Salt	196.90
Simbas Construction	2640.00
John Calderwood	62.70
W & M Lewis (Thank you)	36.50
Barrel Mannie	310.00
Insurance	208.95
Total	£3455.05

6 Secretary's report (AN)

Work on the Outer Courtyard has commenced and initial estimates are that the project could be completed by 20th June. However, the work is weather dependent and availability of contractors.

It was reported today that the drainage inspection pit in the Inner Courtyard is over flowing. This is caused by effluent from the restaurant and Paul Mair has been informed.

7 CAT and Grants (GR/AN)

The saga over the CAT continues. In the latest email from Tim Stephen he indicated that the Council wish to exchange missives on 12th June. GR pointed out that this was an impossible deadline as there are still matters to resolve. The Council are trying to work around these issues with the production of two separate agreements:

- 1) The asset transfer itself
- 2) A separate agreement relating to the repair work.

Item 1 is still dependent on the production of an updated site plan which, despite many requests, has still not been produced. In addition the installation of fire/sound insulation is crucial to the safety of the building. Dave Chouman (our architect) has reviewed the Council's proposals and accepts that, given the Grade A listing of the building, the suggested repairs are acceptable but pointed out that the fire/sound insulation must also be provided in the voids between the original stonework and the nearest adjacent joist. Consequently it is imperative that STA has a sight of item 2 before proceeding with item 1.

STA has established that the Council applied for Listed Building Consent on 25th April and the request was validated on 22nd May. Expiratory date for comments is 26th June with a statutory determination date of 21st July, although the latter could be earlier.

GR will continue to liaise with Ronald Forbes, our solicitor.

8 Events report (CT/MS)

The following events have been booked.

14th July – The Critter Keeper

12th/13th July – Pauline Cordiner (Folk Festival)

11th July – Jack MacPherson

3rd August – Jack MacPherson

23rd August – Amy Calderwood with a Creative Writing Workshop

In addition there are ongoing discussions with:

Lace Makers

Granite City Brass Band

Corn Dolly Makers

Garry Brindley

CT mentioned the problems of dressing a full size mannequin and believed that the acquisition of a display stand (the current 'dressed' Gordon Highlander is an example) would make life easier. CT to investigate further.

Action Point

CT to source dress display stands.

9 Collection Report (GR)

The education display panel still requires additional information and work. GR to put an article in the next addition of Stanehyve Times..

10 Curator's report (LP/CC)

No report.

11 Shop report (LR by email)

A fresh supply of Doric Tea Towels and Fridge Magnets have arrived.

Amy's husband (John Calderwood) has place copies of one of his paintings in the shop at a retail price of £5 each.

12 Clock Tower report (AN)

Contact has finally been made with the appropriate person within Aberdeenshire Council. She is: Mandy McKenzie – Contact at mandy.mckenzie@aberdeenshire.gov.uk or hamp@aberdeenshire.gov.uk

(HAMP is Historic Asset Management Project).

The unreliable software for the Fireballs video has been reported and it is under consideration by Council..

During May there was a power outage in the Tower. Mandy was informed and an electrician managed to restore power but evidently something (balcony rope lights?) is tripping the fuse box. The problem has been isolated and the electrician is now awaiting further instructions from the Council.

13 AOCB.

Harbour Book. From Matters Arising. The book is in its final stages with GR and DC revising text, layout and front cover. DC established that STA were not eligible for a printing grant from Aberdeenshire Council and in the interim GR has applied to Mcphie's of Glenbervie for funding; a decision is awaited. Meanwhile DC has sourced a printing company in England that can produce the booklet at half the price quoted locally. Seven day turn round.

Donations. DCu commented that the museum is continually forced to refuse artefact donations, mainly due to lack of space, but can find no public announcements of our policy. This includes the website. AN undertook to investigate whether some text could be added to the website.

Dawson Plan. David Fleming borrowed this plan of Stonehaven whilst writing his book. He has now had the plan cleaned and is now paying for it to be framed before returning it to the museum.

Action Point

AN to review website text on donations.

14 Date of next meeting

Wednesday 9th July

Andrew Newton
5th June 2025

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

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Provide instructions regarding sales on behalf of third parties	CC
Source dress display stands	CT
Review website text on donations.	AN