

Meeting of the Stonehaven Tolbooth Association (STA)
Wednesday 1st October 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), Gordon Ritchie (GR), Mary Sutcliffe (MS), Clare Thomas (CT), Douglas Cusine (DCu), Lindsay Petrie (LP), Tony Dodd (TD)

In Attendance. Isla Richardson

1 Welcome.

CC welcomed attendees to the first meeting after the AGM and in particular Tony Dodd who has been co-opted as a Trustee. Tony will have to stand down at the next AGM but then will be eligible to be elected for a further 3 year term.

2 Apologies. Louise Coates (LC1), Dennis Collie (DC), Lorna Collie (LC2)

Absent. Neil Smith (NS)

3 Minutes of previous meetings.

a) Acceptance. The previous minutes of 13th August 2025 were accepted.

b) Matters arising.

Summary of Action Points

Summary of Action Points	Person	Report
Contact owner of ship's bell - ongoing	CC	Still ongoing
Investigate new lettering for Bervie Braes' sign - ongoing	AN	Completed
Contact AU over student opportunities – on hold until later in year	LP	Re-activate later in academic year
Hold video call with Katy	LP	No response from Katy. Delete action point

Investigate funding for recording local history. Potential of student in summer 2026	LP	LP to send an email seeking help
Investigate creating a refreshable display of local worthies	Committee	Well on way. Probably cannot be finalised until after refurbishment
Investigate standalone digital donation system	DC/AN	Initial search casts doubt on cost effectiveness. Further research after DC returns
Contact Martin Sim re supply of <i>Memorial on the Hill</i>	DC	Not known

Action Points

CC Ship's bell - ongoing

LP Contact AU over student opportunities – re-activate later in academic year

LP Investigate funding for recording local history. To send email seeking help

DC/AN Further investigation into Value for Money

DC Contact Martin Sim re *Memorial on the Hill*

4 Chair's report (CC)

As from today the museum enters its winter schedule (Saturdays and Sundays only) although it will be open during the week in the 'tattie holidays'.

There are still a couple of minor irritations with the new digital rota but on balance it is working well. The new WhatsApp group is proving to be a valuable addition although a few volunteers have still to 'signup'.

Keith Knight visited the museum recently and was very impressed with the work that Autumn did in relation to his collection.

5 Treasurer's report (DC)

No report

6 Secretary's report (AN)

The weekend of the Doors Open Days was a success with 462 visitors to the museum and 293 to the Clock Tower. One Special Needs individual subsequently requested a certificate of attendance and this was dispatched.

Maria Lewis is running a pop-up shop in early November and will donate 20% of the proceeds to the museum. In return she seeks advance publicity regarding the pop-up shop. Committee agreed.

The Fire Balls Association is in discussion with Museum Galleries Scotland (MGS) with regard to receiving funding that supports Scotland's heritable traditions. In order to be eligible for such funding the Fire Balls must have a MOU with a recognised museum or heritage organisation. The Fire Balls have approached STA to discover whether a MOU could be arranged between the two organisations and as there appear to be no financial or legal commitments for STA it is recommended that discussions continue.

There a possibility that a local person has been traced that can repair the record player. Currently this individual is on holiday but hopefully there will be progress shortly.

OSCR are now demanding more information concerning charity trustees; all details, except names, will be held confidentially and not released by OSCR. AN to put out an email seeking the required information.

The saga of the complaint lodged by Richard Scott continues. Mr Scott is now requesting the return of all the artefacts donated by his grandmother. Further investigations reveal that the original donations were made to the Stonehaven Museum, now defunct, which was owned by the Local Government Authority. In law the artefacts are now owned by Aberdeenshire Museum Services and Mr Scott has been directed to AMS in order to pursue his claim.

A student for Gray's School of Art attended the museum today in order to take photographs of our agate collection. Evidently the intention is to create patterns to use on textiles.

Action Point

AN To gather Trustee information for OSCR

7 CAT and Grants (GR/AN)

GR and AN met to discuss the obstacles in moving forward with the CAT. It was agreed that the major problem was the very vague details concerning the floor separation that had been inserted in the Repairs Agreement. Fortunately more details have now been forthcoming, i.e. a technical drawing and a comprehensive text from David Chouman. Both GR and AN agreed that if the text in the Agreement could be amended to reflect this new information then the STA would be protected as far as is possible given other constraints. AN met with Tim Stephen and Diane Henderson and put forward the agreed amendment and this was accepted by the Council officials. The Council solicitor returns from leave at the end of next week and hopefully the process will now pick up speed.

Earlier today it was revealed that there had been three tenders for the repairs (unknown contractors) and the lowest was about £10K above the available money held in the 'Tea Fund' (however much that is) but the Council are positive that they can bridge the gap.

8 Events report (CT/MS)

The Quiz Night will be held at the British Legion on Friday 24th October. Tickets £5 each and although tickets can be bought at the door advance sales help to plan catering etc. MS is looking for raffle prizes. DC has loaned a PA system and this will be checked in advance with Steve Reid (quiz master).

The Gordon Highlander Museum will shortly be re-claiming their military uniform but they are kindly donating the mannequin to STA.

9 Collection Report (GR)

Update on Collections after inspection on 26 Sept 2025

West Room

Remove Tolbooth building material and add new Tolbooth panel to be prepared. **GR.**
Burns display. Remove one picture. Make space for Worthies display.
Jail Cell. Prepare new information panel.

North Room

Improve geology display. Change paper plates mentioned in the Tourist report. Many stones are not local to area. More signage? Need someone with geology experience to review?
Education display. Add list of Schools. Replace faded newspaper cuttings and improve display. Need more information. Perhaps get help from ex school teacher.
RW Thomson display. Remove surplus material leaving recent new Thomson panel. Remove one banner to make space for Dawson's map of the Old Town (to be donated by David Fleming). Relocated large framed picture and panels.
Ships. Add more signage. Long standing query on Bismarck model and its relevance.

Wooden Toys donated by Dr Graham McIntosh. **GR** to look out photos of Factory with toys and add information card.

Look at new Monitor to display photos? (Possible grant application?) Upgrade existing photo archive on the website. Need IT assistance with photo archive.

Add plan of Museum identifying different areas. Suggested that Museum leaflet had plan also.

Accessibility. Ensure all signs are clearer.

Actions

New Tolbooth panel.

New Jail Cell panel.

New Worthies display

Geology display

Tidy RW Thomson display

New Monitor for photo archive.

10 Curator's report (LP/CC)

LP is hoping re-start work during the tattie holidays and she sought permission to involve her daughter, Isla Richardson. Committee agreed. CC intimated that LC1 should also be available

11 Shop report (LC2)

It is observed that stocks of some items are getting low but ordering of new stock will have to await the return of LC2 in November.

GR discovered 40 copies of *Stonehaven Street Names* at home and has placed them in the museum.

12 Clock Tower report (AN)

A technician has reviewed the two TVs in the Tower and has recommended that the large TV be replaced. Whether the Council find the money is debatable. TD volunteered to see if the panoramic system could be improved.

Action Point

TD to examine panoramic system

13 AOCB.

Stanehyve Times. GR mentioned that the third edition for this year will soon be published but he is looking for help from anyone who is proficient in Word etc.

Museum Leaflet. DCu remarked that the stock of the 3 page museum leaflet was exhausted and that the leaflet should be reprinted. As no one knew the location of the original template DCu offered to contact the original printer and retrieve his copy and review before submitting a new order.

Rota. DCu cited problems over the rota during a recent weekend. This was attributed to teething problems as alluded to in the Chair report.

Postcards. GR has boxes of postcards at his home address and wishes to them removed. Put to museum? Give to schools?

Fridge Magnets. TD expressed interest in taking images that could be used in a series of magnets with new or updated views.

Garlogie Mill Power House Museum. LP has been contacted by this museum. A Group that are going to revitalise this museum and wish to visit Stonehaven in order to learn from our experiences. LP to arrange a convenient date.

Action Points.

DCu to contact printers

TD to consider taking new images for fridge magnets

LP to contact Garlogie Group

14 Date of next meeting

Wednesday 12th November.

Andrew Newton

2nd October 2025

Secretary

Stonehaven Tolbooth Association (Tolbooth Museum)

A Scottish Charitable Incorporated Organisation (SC043279)

Summary of Action Points

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Contact owner of ship's bell - ongoing	CC
Contact AU over student opportunities – on hold until later in year	LP
Investigate funding for recording local history. To send email seeking help.	LP
Investigate standalone digital donation system	DC/AN
Contact Martin Sim re supply of <i>Memorial on the Hill</i>	DC
Gather Trustee information for OSCR	AN
Examine panoramic system	TD
Contact printers	DCu
Consider taking new images for fridge magnets	TD
Contact Garlogie Group	LP