

**Meeting of the Stonehaven Tolbooth Association
Wednesday 11th July 2018
Community Centre**

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 Clock Tower
- 9 Shop report
- 10 Events report
- 11 AOCB
- 12 Future dates

Minutes

Present. Andrew Newton (AN), Dennis Collie (DC), Cressida Coates (CC), Gordon Ritchie (GR), Mary Sutcliffe (MS)

1 Welcome. CC welcomed the trustees to the July meeting.

2 Apologies. Bill Emslie (BE), Clare Thomas (CT), Jim Bruce (JB), Tom Macpherson (TM), Louise Coates (LC), Ian Balgowan (IB)

Absent. Gwynne Stewart (GS)

3 Minutes of previous meeting.

a) Acceptance. The previous minutes of 13th June 2018 were accepted.

b) Matters arising

Action Points	Person	
Continue trying to contact Craig Elliot	CC	This is proving very difficult to achieve despite repeated attempts to engage with Craig. CC will try once more; if a response is not achieved this time then CC wishes to delete from the list of Action Points
Contact Moira Marshall. IB to provide phone number to CC	CC	IB is still to provide the relevant contact details to CC
Liaise with Shona over prizes for older children	GS	Done
Open further discussions with NESFLAG	AN	See Secretary's report
Arrange delivery of bequest	AN	Done

Action Point.

CC to make one last attempt to contact Craig Elliot
IB to provide CC with contact details for Moira Marshall.

4 Chair's report (Cressida Coates)

CC wished to record her thanks to CT for arranging the rota in the former's absence.

CC has been approached by a member of AC's environmental department in regard with the possible use of the Outer Courtyard by the new coffee shop for storing re-cycling and food waste. The committee has concerns over:

- A possible new source for encouraging vermin
- Creating a storage precedent which might make any future re-development of the Courtyard more difficult
- The increased problem of negotiating with 2 sets of business when trying to utilise the Courtyard for special STA events.

The committee decided to refuse the request.

The AGM will be held in the Community Room at the Community Centre on 26th September.

CC has had problems in contacting a potential volunteer who had spoken to MS. MS to review the contact details.

Action Point

MS to confirm with CC contact details of potential new volunteer.

6 Treasurer's report (Dennis Collie)

DC reported that in the period 12th June 2018 to date the finances were as follows:

Income –	Door Donations	£1,360
	Sales	1,046

Total - £2,406

Expenditure –	Stock	£649
	Dips	112
	Admin	4

Total - £765

DC expressed concerns over a casual approach to recording donations by volunteers and whilst he is happy to make minor adjustments to the Daily Sheet he feels uncomfortable when he has to make significant changes. CC to remind volunteers on recording accurate figures (both cash and footfall)..

MS passed to DC £143 which was a donation from a cake stall and raffle that MS ran at a recent Doric event. MS was thanked for her efforts.

Action Point

CC to remind volunteers on the need to accurate record cash and enter footfall figures on the Daily Sheet.

6 Secretary's report (Andrew Newton)

The application to NESFLAG has now gone through all its procedures and NESFLAG have confirmed that they are willing to give a grant to cover 75% of the cost of employing consultants for stage 2 of the extension project. However, this decision has to be ratified by Marine Scotland. Our original request was for a 90% grant but NESFLAG were unhappy with this request and although we reduced the sum to 85% NESFLAG were still unhappy. At the last minute Stonehaven Heritage Society stepped in with the offer of a 10% grant and there is no doubt that this generous offer persuaded NESFLAG to offer us the 75% grant now on the table.

On Saturday 7th July the museum received a brief visit from the French twinning delegation.

AN contacted Aberdeen Art Gallery about the artist George Kelly who painted the picture bequeathed to the museum last month. Unfortunately they know nothing about him except that he died in 1965. AN has been referred to University of Aberdeen who possess another painting by George Kelly and now awaits a reply.

7 Curator's report (Louise Coates via Cressida Coates)

LC has begun taking photos of the exhibits and these will be entered on the asset register.

MS reported that a couple came into the museum and donated a number of old newspapers. MS added them to the pile of newspapers on the glass case opposite the shop.

8 Clock Tower (Andrew Newton)

The Council received a request to allow members of the French twinning delegation to the top of the Clock Tower but this was declined on the grounds of safety. It should be noted that the stairs should only be used by contractors.

9 Shop Report (Gwynne Stewart)

In GS's absence there is no report.

DC reported that some items were being sold below cost price and that GS will be adjusting some prices.

10 Events (Clare Thomas)

In CT's absence there is no report.

MS will approach JB, IB and George Strang about the possibility of them speaking to various organisations during the forthcoming winter.

Action Point

MS to consult with JB, IB and George Strang over possible speaker engagements.

11 AOCB

1. DC asked whether any progress had been made on the identity of the volunteer that received a strange brass object. AN reported that IB was the volunteer and that IB had been in touch with Arthur Fletcher who had brought the item in for identification purposes.

2. GR was anxious to know at what stage of production was the next edition of the *Tolbooth Times*. In TM's absence GR will contact Tom directly.

3. Harbour Festival is Sunday 26th August

Action Point

GR to contact TM directly over *Tolbooth Times*.

12 Date of next meeting

1st August. AN gave his apologies

Date of meetings prior to AGM

At the 1st August meeting it will be decided whether another meeting at the end of August is required

Andrew Newton

11th July 2018

Secretary

Stonehaven Tolbooth Association (Tolbooth Museum)

A Scottish Charitable Incorporated Organisation (SC043279)

Summary of Action Points

Action Points	Person
Make one last attempt to contact Craig Elliot	CC
Provide CC with contact details for Moira Marshall	IB
Confirm with CC contact details of potential new volunteer	MS
Remind volunteers on the need to accurate record cash and enter footfall figures on the Daily Sheet.	CC
Consult with JB, IB and George Strang over possible speaker engagements	MS
Contact TM directly over <i>Tolbooth Times</i>	GR