

Stonehaven Court Building – Team Meeting

22nd June 2015

Present Elizabeth Havens (EH), David Fleming (DF), John Robson (JR), Isabel Munn (IM)

1. The current project plan was discussed and thought to be a good document but it might evolve over time once the project gains momentum.
2. DF will write up meetings output for the heritage Lottery.
3. EH will develop a scoring matrix based on quality and cost to evaluate the consultants quotes.
4. DF will be meeting with Linda Wright from the Scottish Court Service as well as the Heritage Lottery Funders on Tuesday 7th July in Edinburgh..
5. Conference calls to be held with consultants at next meeting.
6. DF reported that there are a number of local people who have contacted him and offered to help with this project. It was agreed that once specific tasks have been identified they would be asked to assist.
7. Aberdeenshire Education Department have been asked to speak to the parents of Dunnottar School and this will need to be done soon.
8. Susan O'Connor was called (15 minutes) and she agreed that the matrix would be a good tool to use to decide on which consultant to use and also suggested that one of the consultants could be asked to reduce their fees.
9. Date of next meeting 30th June at 9.30.