

Trustees Meeting for 02/10/25

Venue: 7pm at the Bunbury Mill Visitor Centre.

- 1. Present:** Grahame Shallcross - Chair
Neil Fowkes - Treasurer
Clare Groves - Secretary
Ann Wall
Michael Thomas
Polly Booker
Julie Fowkes

- 2. Apologies**
a. Ken Broster

3. Minutes of last meeting and Review of Action Log.

- Thanks to Polly for taking the September minutes
- Invitations for the volunteers end of term get-together to be wried by CG and sent out by NF.
- PB has had quotes for the PAT testing, and asked for permission to go ahead with the best company - all agreed.
- Water level in the pentrough is currently reasonable and there has been no need to drain the pond.
- NF has agreed to provide PB with a zip file of previous trustee meetings for the archive.
- Car park signage will fit into GS's 'Big Plan' - list of ongoing projects.
- Flour purchase for sale in the visitor centre to be postponed until re-opening next year.
- PB noted that the Family Farm production for ITV has gone quiet but there has been an enquiry from Channel 4 programme 'Four in a Bed' who would like to film a mill tour for their contestants. It would be good publicity. PB has this in hand.

4. Matters Arising.

- GS noted that his three year term as Trustee expired this month. He was proposed for re-election by AW, seconded by PB and was unanimously re-elected.

5. Updates.

a. **Visitor Centre** - JF noted that the number of visitors has fallen over the last few weeks which is normal for this time of year.

b. **Education** - AW

- AW had a request through KB for a school visit which was a 90 minute drive away and just too far for young children. Charles Darwin School booked for 12th March 2026, Gratton School for 8th July and AW has a further list of 11 schools to contact.
- AW has had discussions with Georgia Edwards who looks after the Rainbows and Brownie troops for Bunbury and is keen to organise educational visits. MT noted that there should be no more than 12 souls per tour for health and safety reasons. NF suggested a price of £5 per head.
- There is a possibility of a fun afternoon in the summer with nature trails etc.
- Thanks to Barry Percival for making new glue gun stands.

c. **Facilities** - GS

- The ongoing saga of the missing depth gauge was discussed. A new board must be replaced according to British Standards 3680, which involves calculating stream flow etc. There are two months remaining before the licence with the Environment Agency expires. Peter Styles can't get involved at the moment, but PB has a contact who will sort out the paper work if we supply the board. PB/NF are sorting this out.
- United Utilities repaired the leak under the lane at the front of the mill, but there are signs that it is continuing to leak. GS to liaise with UU again.
- There is another leak in the roof at the front of the mill. Mike Watson has contacted the roofing contractors.

d. Mill - PB

- No response from Malcom the millwright . Kenny has a working plan for the pentrough replacement lasting 6-8 weeks. Somebody needs to be onsite every day while Malcom is working.
- Another working party will be required to look after the sluice. The sluice is a mystery - levels were high coming but was then dry and nobody understands why. Kenny wants Micheal Watson and Paul to take the sluice on.
- PB sourcing pheromone traps to counter moths in the mill
- More mill guides are needed - CG to ask Christine Bond (she declined). Richardis interested also.
- PB mooted a vote of thanks to the mill painters including Barry and Julie Menzies, and Mike Watson. NF will try to sign Julie up as a volunteer.

e. Grounds - JF

- Top cover for garden path - Carol sourcing a few choices of material for us to review. 10 bags required at £30 per bag. Crushed slate is wheel chair friendly BUT is prohibitively expensive.

f. Website/Newsletter and Social Media - GS

- There have been two five-star reviews on Trip Adviser this month.
- The Website for the Mere Mortals concert has been updated. NF noted that £40 charged to Mere Mortals was very generous and should increase if they come back next year. It was a very successful event.
- Closing for winter has to be updated for the website and trip adviser.

h. Fire and Pest Control - MT

- Rat catcher is coming next Wednesday .
- Emergency light in the disabled toilet not working so two spares have been ordered with a discount

i. Finance - NF

- Accounts were presented . NF noted that there is a healthy balance meaning that we are now well placed to deal with the expected costs of replacing the pentrough.

4. The Big Plan. GS

- Graham Introduced his Big Plan Project. The aim is to put all the ongoing and suggested projects in one place so that it is transparent to all the volunteers what is happening. GS hopes that this will stimulate volunteer engagement.
- Each project will have a named person as a lead/project owner and people can sign up to help through the project lead.
- Any volunteer can propose a project but the trustees will be responsible for setting the level of urgency, budget if required, and timescale.
- GS will maintain the project list and from time to time will place an updated project list on the notice board in the visitors centre. It will also be available on the website in the Private area under Maintenance. (Password from GS). GS has already posted about the Big Plan on the volunteer what's app group.
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5. Any Other Business.

CG suggested a desk top browser for Barry Percival's beautiful water colours. This was agreed, and CG to source. NF confirmed that most of these are sold by donations since this attracts tax relief, rather than a priced sale.

7. Date of next meeting. 06/11/25 7pm at the visitors centre.

CJG 3/10/25