

Trustees Meeting for 04/06/26

Venue: 7pm at the Bunbury Mill Visitor Centre.

1. Present:

Grahame Shallcross - Chairman
Neil Fowkes - Treasurer
Clare Groves - Secretary
Polly Booker
Christine Bond
Michael Thomas
Richard Langley
Julie Fowkes

2. Apologies

a. Judy Gray

4. Matters Arising and Action Log Review.

- JG ran an Education Group meeting last night. The group felt like Christmas was a 'go-er', and will liaise with Barry about his Father Christmas role.
- Still not received mill keys from Ken Broster but he may need to keep his keys if he is going to come back as a tour guide.
- Compost now being put on the new compost heap. Some confusion about where weeds should be placed. NF says that the dipping pond is dry because of evaporation not the new drainage ditch. Kenny has been trying to engineer the ditch to encourage water to flow back into the dipping pond. PB said Ken Broster's attempt to fill the dipping pond with his pump didn't work because the pump broke. No need for further action at the present time.
- RL has priced a 6x4 shed £239 including VAT (second hand) to keep petrol and chemicals out of the mill, and make this area smarter. Ongoing - Richard will do some more pricing up for stone etc
- Risk assessments: GS suggested trees could be included in the risk assessments. CB has completed the new Fire and Open Water risk assessments, and RL will complete his soon.
- Peter Styles is more than happy to bring a hive down and will re-introduce bees when a swarm is available. CG has now cleared the vegetation on the area needed for the hives.
- CB - the advert for the mill has been inserted into Cheshire Buzz today.

5. Updates.

a. **Visitor Centre** - Julie Fowkes

- Ticking along nicely with consistently good numbers of visitors on Sunday afternoons.
- Flour is selling well supplied by Walk Mill, and may need some more for Village Day on 13/6/24.
- Need perspex panels under hand driers - RL to source some perspex.

b. Education - Judy Gray

- GS said JG held the first meeting of the Education Team this week. They recognised Ann Wall's enormous contribution. They have made some progress on their ideas on the future of the Education Team and will meet again in July. The team will be organising the mill Christmas celebrations for the children.

d. Mill - Polly Booker

- Squeakgate - PB heard a shrieking noise when the mill was working at the weekend. Seems to be happening when the mill is started up. Nobody is sure what is causing it. Could be the bearing on the stones. The bearings have now been cleaned and there is no more squeaking. The stones may have moved slightly with the recent dry, hot weather. PB suggested this needs to be monitored. Mike may have asked Malcom the millwright to pop back for a review of the mill workings towards the end of the year. PB will check exactly when Malcom might come back!
- More grain being collected tomorrow for milling demonstrations.
- Sink and hot water on ground floor of the mill had a sump pump, to pump water up to the old toilet and was leaking. Kenny has therefore removed the sump pump. The sink has been left in situ for the time being.
- Mill wiring - the circuit breaker keeps tripping when a bulb is inserted and needs an electrician to assess. PB will organise.

e. Grounds - Christine Bond

- Volunteers have their own areas but there is little co-ordination currently.
- JF suggests a working party to co-ordinate, NF had a similar document a few years ago. JF thinks that things have changed hugely over the last few years and that a new document is now required.
- CB suggests a 'please do not' list may also be needed.
- GS suggests a request on the what's app for interested folk to generate a plan.
- MT suggests string around where not to cut as per the church yard.
- CB/CG to sort out a group

f. Website/Social Media - Grahame Shallcross

- 5 Star reviews have been received - 'hidden gem' etc
- GS has added "NO OVERNIGHT STAYS" to the paragraph about free parking on the website

g. Fire and Pest Control - Michael Thomas

- Six monthly testing and inspection completed this week. All fine.

- Alarm went off in the evening this week with no obvious cause and just needed a re set. Dan (neighbour) asked what should happen if it goes off at 2 am - GS has agreed that Dan will call GS/MT.

i. Finance - Neil Fowkes

- Slowly clawing back the April expenses for the pentrough.
- Volunteers are making cakes so making some profit on the cakes.
- NF will ask Mike Ridley to audit last years accounts.
- GS has chased the United Utilities for the cheque £2000 to repair the damaged cobbles.

j. Projects List - Grahame Shallcross

- Visitor centre doors completed by Rob and Sue
- New signage looking good.
- Fiona working on the flour shute currently.
- The roadside access signage is still a work in progress. Step one -the neighbours, Dan is happy. Paul less happy and doesn't want to change anything at the front. He suggested a sign reading 'Bunbury mill 100 yards this way' to keep visitors out of his property and perhaps a new sign on the island. Paul has also raised the issue of overnight stays. We need a sign to say '*No overnight stays*'. Paul said that previously drug dealers were using the mill car park, and this was sorted out by the police. He suggests contacting our local PCSO to ask for advice on action on overnight stays, and the wording for a deterrent sign. Any value to CCTV? PCSO would be able to advise on CCTV.
- PB will organise a chat with Sharon Jones, PCSO. NF suggests '*Dogs on leads*' sign, and '*This is a private car park. No overnight parking*'.
- RL can order signs - needs to know the wording once PB has spoken to PCSO.

4.Items for Discussion

- A. Environment Agency Letter - NF. We have not committed an offence, but we now need to control the release of the pond water carefully via the sluice gate. No new licence required, but may need a flood risk activity permit - NF still thinking about this one. Only one key to sluice held by GS currently, perhaps get a spare key cut/GS. NF suggests writing an operational document on when and how often to open the sluice NF/GS will organise.
- B. MT - Dan Hind from Monkey Business came to review the mill grounds with MT and GS. He recommended a tree survey because of members of public being on site. Rob Rainford, carried out the tree survey done free of charge. MT provided a copy of his report to the Trustees. MT will get back to Dan Hind with the report and organise the necessary. Advised that we shouldn't take visitors around the site in high winds. Next tree survey in three years.

6. Any Other Business.

- AGM notifications - these need to be issued a month ahead of the AGM on 30/7/26, CG to send notifications to GS.
- RL asked why is there a key to the mill door inside the office. PB said it was very useful.
- CG - huge thank you to PB for the signs for the herb bed.

Bunbury Watermill Trust

Registered Charity No:

1137485

7. Date of next meeting.

2/7/26