

Bunbury Watermill Trust Registered Charity No: 1137485 Trustees Meeting

Bunbury Watermill Trust Registered Charity No: 1137485 Trustees Meeting Agenda for Thursday 5/3/26 Venue: 7pm at the Bunbury Mill Visitor Centre.

1. Present: Graham Shallcross (chair); Polly Booker (Minutes); Christine Bond; Richard Langley; Michael Thomas; Neil Fawkes; Ann Wall; Judy Gray;
Apologies: Clare Groves

2. Welcome to New Trustees: Christine Bond and Richard Langley.
Judy Gray to attend as Education Coordinator as Ann Wall steps down.

3. Matters Arising. (NB: no action log from last month, most actions on the project list).

PAT testing completed. Some failures to be thrown out or new plugs fitted. Will be re-checked next FireTest.

New volunteers – Isabel Noonan has said she is willing to be trained up as guide.

Possibility of improved signage at road junction is being investigated. GS – planning has said that they need a design to say whether planning is required. Barry Percival has produced a sketch so this can be used to take ideas forward.

4. Updates.

a. Visitor Centre - Julie Fowkes

Good session with VC staff including Fire Training which was well received. Thanks to MT.

General guidelines for the smooth running of the Café discussed.

Some groups/individuals hiring the VC are leaving rubbish and mess. New “Terms and conditions” to be sent to all hirers. NF and PB to organise using current version as template. We have good stock of Honey but Dave Evans to be contacted concerning the onsite hive(s). Need flour (and grain for the Mill). PB to contact the Walk Mill for pricing and supplies before opening.

Possible saleable items discussed with group. Herb markers, Mill Mice and keyrings suggested.

b. Education - Ann Wall/Judy Gray

First visit of the year (Helsby Hillside) very successful even without a full Mill tour. This to be hopefully repeated for the next visit, 12th March (Kelsall Primary). Visit on 26th March should be as last year with full tour.

JG to contact various scout groups for possible visits going forward.

Huxley School has requested a voucher to support their fundraising. PB to organise a suitable prize with a letter informing them of the educational possibilities at Bunbury Mill.

c. Mill - Polly Booker

Pentrough repair is nearing completion with the structure nearly reassembled. Big thanks to all volunteers concerned. Hope to get Mill turning for 18th March.

No other issues at present, Mill needs a good clean.

Environmental Agency. GS received a phone call from Jade Connor, who has visited the Mill. She said that though the issue with the fishery is closed as far as the Mill is concerned we do need a Permit to Discharge and that we will receive an email to that effect in the next few weeks.

d. Grounds - Clare Groves/Christine Bond

Prototype slate sign shown to trustees and will be placed outdoors to assess it's durability.
Soil for North side of Mill to be delivered 6th March.
New fruit trees planted in front of the White garden.

e. Social media/website - Grahame Shallcross

Newsletter in Tarporley Talk and Link magazine.
The Royal Oak, Kelsall will be told the broadcast date for Four In A bed filmed at the mill last year two weeks before the date. They will inform us.
New members area up and running.

f. Fire and Pest Control - Michael Thomas

New Zone Plans installed. No rat poo spotted since the signs were cleaned up in February.

g. Finance - Neil Fowkes

Balance sheets shown to group and discussed. Two small errors spotted by NF. Small deficit last month as outgoings were increased. Money for Pentrough, soil and trees largely responsible.

h. Projects List - Graham Shallcross

Project list . Very successful in bringing transparency to what is going on. Helps 'ownership' of projects.

5. Items For Discussion:

MT – presented the group with a copy of some interesting and informative documents concerning the purchase of the Mill.

National Mill Weekend, 9-10 May 2026. - PB to keep a watching brief in case we want to get involved.

Roadside Signage - Still unclear as to whether we will need Planning Permission so a rough design to be drawn up. CB queried whether we should advertise the tea room more clearly. Not seen as a necessarily a good idea as we do not want to be seen as a business. Maybe a discrete cup and saucer on the road signs.

5. Any Other Business.

GS Huxley Primary asking for support for their fundraising appeal. PB to organise a presentation voucher and to include an invitation to visit the Mill with the children.

GS Charging batteries in VC when unoccupied not seen as safe. Batteries to be charge on Sundays and used on Wednesdays from now on.

JG Rain or Shine coming to the Yew Tree again this year. Pickwick Papers 12th July.

MT Old whiteboard donated to Parish Council who donated some Bunbury footpath maps in return.

JG Risk Assessments need a review.

JG Will we be presenting a Santa this Year? Barry Percival is to be consulted but trustees are supportive.

GS Ken B has been asked for his set of Mill keys to save making up another set for new trustees.

6. Date of next meeting. Thursday 2nd April 2026

Polly Booker.

