

Trustees Meeting for 2/4/26**Venue: 7pm at the Bunbury Mill Visitor Centre.****1. Present: Grahame Shallcross, Chairman**

- Michael Thomas
- Christine Bond
- Polly Booker
- Neil Fowkes
- Richard Langdon
- Clare Groves, Secretary

2. Apologies

- a. Judy Gray
- b. Julie Fowkes
- c. Ann Wall

3. GS read out Ann Wall's letter of resignation from the Trustees.**4. Matters Arising and Action Log Review.**

- GS offered thanks to PB for doing last month's minutes
- PAT testing has now been completed and remedial work in the process
- Isobel Noonan, a new volunteer is now training to be a guide
- Flour and grain has now been acquired for the mill.
- JG is contacting scout groups re educational visits.
- National Mill weekend - not much happening yet according to PB, under the aegis of SPAB(Society for the Protection of Ancient Buildings). *Update from 3/4/26 - there is a connection between SPAD and Radio Amateurs Network. Polly has invited the Radio group to broadcast from the mill on Sunday 10th May, and they have accepted.*
- JG risk assessments
- Santa still to be sorted, Barry Percival to be asked if he will be available.
- Ken Broster has been asked to return his set of mill keys. GS to chase
- Huxley House School have asked for the donation of a mill tour voucher for their fundraising efforts. PB will organise and will send a letter about educational possibilities at the mill.

5. Updates.

- a. **Visitor Centre** - NF for Julie Fowkes
 - Several new people have been lined up to make cakes, so won't need to buy as many from the Hollies, What's App group for cakes has been organised.

- £200 taken on the first Sunday this week.

b. Education

- NF reported 36 children came on the last school visit. This exceeded the previously agreed level of 30 children and was unsafe as well as being too crowded. GS to ask JG to make sure the maximum number of 30 children is not exceeded.

d. Mill - Polly Booker

- Pentrough is no longer leaking after PB and Kenny's heroic efforts. PB and Kenny will write up the story of the pentrough replacement with photographs for the archive as a learning experience for the future.
- CB cleared all the wood from the back of the mill, rubbish to be burned and good wood has been stored.
- No flour has been produced yet, more adjustments to the stones have been made by RL.
- GS had a chat with Mike Watson, who is worried about the bearing. Malcom the millwright says the bearing is fine.

e. Grounds - Clare Groves/Christine Bond

- CB noted that there was a large dead tree at the back of the dipping pon. This needs to come down although it is not an immediate health and safety risk. CG to get a quotation from Oliver Davies based in Tarporley,
- Allison Laycock has asked for permission to buy rhododendrons and hebes for the White garden and has suggested £150. The trustees think this is too expensive and suggest a rethink.
- CB said gate at top of the pond needs a lock. MT asked for a lock for the gate to the bee peninsula. RL will sort out to make sure same key for all locks,
- CB asked about a notice with opening times for the grounds, MT small notice board perhaps in the grounds with opening times or framed for the inside windows. CB might want to take this on PB has a lot of information on noticeboards. MT to have a think on Wednesday.

f. Website/Social Media - Grahame Shallcross

- Rotas, and the minutes are now on the members section of the website
- 35 chat GPT hits on the mill website in a month
- Socials all updated about mill opening on 29/3/26.

g. Fire and Pest Control - Michael Thomas

- Rat catcher coming next week to check the bait.
- Patricia has donated two new toilet seats , MT will install in the ladies in the visitor centre
- Moth traps installed by PB on the grain bin top floor and the second on middle floor.

i. **Finance** - Neil Fowkes

- End of the mill financial year, Cash balance increased by just over £4000, mainly due to renting out the Visitor Center. Malcom the Millwright's bill of around £2000 to come off that figure, but still positive position overall.
- The current auditor may not be able to review our accounts for personal reasons, so it may be necessary to find another professional.
- Fixed tariff with EDF expires at end of May and NF has arranged to move to British Gas for electric supply, fixed for two years with the cheapest quote for a business tariff. NF has filled in form for charitable VAT rate - electric will be over £400/year just for the mill building.
- Insurance due for renewal 22/4/26, increase of 6% to over £3000. Currently, individual cover is in place for trustees at £100,000. NF recommends that we increase this to £250,000 for a small extra premium. All agreed.
- Emails from Peter Jones re Bunbury Village day, £10 paid for a stall. Also request for £290 for the Nantwich show entrance one day. Trustees thought this was expensive but worth it because of the numbers of show visitors who would see the mill tent.. MT recommended offering half price entry with a photograph again to monitor how many come through from Nantwich Show. NF suggested offering a discount rather than half price so **entry for a fiver**. All agreed. Richard hasn't done anything about the Cheshire show, and the general feeling was that it was too far away.
- Environment Agency has requested figures for water abstraction - NF has submitted these already.
- The SumUp machine can be used off line now if necessary.
- CB asked how much do we pay per transaction on SumUp, NF says it is a tiny percentage of receipts.

j. **Projects List** - Grahame Shallcross

- Pentrough nearly finished. Awaiting sign-off from Malcom next week

4. Items for Discussion

- AGM update**, normally after the end of the financial year. GS suggests holding it in July again - date agreed is **July 30th. 7pm**
- United Utilities update. Ken Brostow repeated asked United Utilities to fix the path and the cobbles damaged by the heavy lorries going into the UU site with no success. The contractors have now left the site. GS has now managed to get hold of Chris Mathews at UU, and underlined that "corporate social responsibility" is important. Chris has said won't be straightforward to organise the road repairs but the process has been set in motion. CG asked about the potholes on the access road and whether UU would be able to fix them when they fix the cobbles. PB noted that this might be difficult because nobody knows who owns the road. PB suggested a speed bump, but this would be noisy.
- Environment Agency require the mill to apply for a permit for releasing water with silt, but the form supplied wasn't applicable. Environment Agency sent another link to

another questionnaire to see if a permit for discharge was required., but admitted that EA didn't communicate with the permit department. NF and GS are trying to complete this new form online. It is possible that we don't actually need one, but currently a work in progress. MT noted that it was important to open the sluice gate gently every 4-5 weeks to ensure it still works.

- D. Bench donation. 1.8m teak straight bench preferred by NF. Teak will last and looks nice but CB noted the tantalised benches don't require maintenance and are a little cheaper. All agreed that teak was a better choice. The bench needs to be screwed down on a flat surface, not grass. The donor relatives will sort a plaque out for the bench. RL will find a suitable site and measure up on Wednesday.
- E. There was considerable discussion about gifts for departing trustees. NF to discuss with Barry Percival.
- F. Handrail posts along the path from the back of the mill are rotting. MF reported that 16 treated posts at £7 each plus postcrete and a kick board to hold soil back would come to approximately £350. The work of replacing the fence posts can be done slowly over the summer

6. Any Other Business.

- CG asked the trustees to please reply to her requests for agenda items in a timely manner, even if they do not have any items to add.

7. Date of next meeting. 07/05/26