

*19th Century Working
Watermill*

Acorn Bank Watermill
Temple Sowerby
PENRITH
Cumbria, CA10 1SP



**Acorn Bank
Watermill Trust**



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**TRUSTEE'S REPORT
FOR THE PERIOD
1st JANUARY 2024 TO
31st DECEMBER 2024

AS PRESENTED BY
THE CHAIRMAN TO
ACORN BANK WATERMILL
TRUST'S ANNUAL GENERAL
MEETING ("AGM") ON
TUESDAY, 20th May 2025**

CHAIRMAN'S OVERVIEW

On behalf of the Trustees, I am pleased to present Acorn Bank Watermill Trust's ("ABWT") Annual Report and Accounts for the year ending 31st December 2024.

Work on the restoration of the second waterwheel has continued through the year. The installation of an extension to the "launder", which delivers water to the wheels, was completed during last winter's shutdown. During 2024 the engineering team brilliantly designed and implemented the installation of the large pit wheel we had obtained from a long-demolished Welsh watermill. They are now ready to begin building the waterwheel itself.

Despite the economic hard times we are all experiencing visitor numbers continue to be good and the sale of flour and donations remain good. We endeavour to operate the Mill as economically as possible and have managed to keep the price of our flour down despite even more fluctuations in the grain market caused by a very poor English harvest in 2024 and the ongoing war in Ukraine.

The National Trust Riverlands project team are planning to improve the Crowdundle Beck, from which our water is taken, by removing our physical weir and replacing it with a series of more natural rapids for the benefit of the aquatic wildlife. Two ABWT Trustees are members of the project team and this, together with the Grade 2* listing of the mill's water supply, serves to protect the mill's interests.

We continue to keep well ahead of our Business Plan predictions in all respects and over our four years of operation have managed to establish a stable financial base. We have been able to repay the start-up loan provided by one of our founding members ahead of schedule. It is clear from talking to our visitors that we are recognised as a local attraction in our own right. Given that we are all volunteers and very few of us had any previous experience of running a charity it is very pleasing to see what we have achieved in a relatively short period of time.

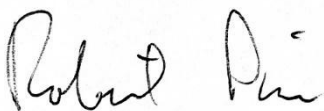
Whilst it is important to remain prudent and ensure that we retain an adequate operating reserve and monies for ongoing maintenance, we feel confident that we are now ready to invest some of our surplus funds without undermining the ongoing operation of the Watermill and its availability to the public. The Trustees are considering a number of exciting new projects and as you will see from this report these will focus on expanding and developing our visitor experience, particularly in relation to improving our educational offerings for children and school visits. I am pleased that these projects were considered and endorsed by our membership at the March 2024 AGM.

The recruitment and retaining of volunteers remains an issue. I believe this is a problem across the whole of the charitable sector and whilst we have recruited new members during the year, we have also lost a few. We are planning to join in the volunteer recruitment sessions held by our National Trust colleagues.

In closing, I must again acknowledge and thank the membership for its hard work, dedication, and commitment throughout the last year. With the membership and NT's continuing support, we can continue to look forward to the future with much anticipation and enthusiasm.

To find out more about our work please visit our website or Facebook page.

Signed on behalf of the Trustees.



Bob Price
Chairman
Acorn Bank Watermill Trust
12th May 2025

1. STRUCTURE, GOVERNANCE & MANAGEMENT

- 1.1. The Charity Commission registered Acorn Bank Watermill Trust ("ABWT") as an Associated Charitable Incorporated Organisation ("COI") on 29th January 2021 (Registered Charity No: 1193320).
- 1.2. Our Constitution provides all members with a vote (not just its Trustees) who have rights to make certain decisions (such as amending the constitution), appoint the trustees (who serve for fixed terms) and a general say in the work of the CIO. This approach ensures the active involvement of all members, provides a layer of internal scrutiny and accountability and in the longer term provides more comfort to NT, donors, suppliers etc.
- 1.3. ABWT's members, including its Trustees and Officers, are all unpaid volunteers. The Charity has no paid employees. Between them they operate the Mill on a weekly basis throughout NT's Acorn Bank Estate's open season (effectively March to October) on Saturday and Sunday afternoons and on Bank Holidays. It is this same team of volunteers who carry out maintenance, preservation and conservation work on Tuesdays throughout the year.
- 1.4. The team is led by a Senior Miller who has day-to-day responsibility for the operation of the Mill and a Chief Engineer who between them ensure that it runs safely and efficiently. Our volunteers boast a wide range of skills, knowledge and experience including engineering, joinery, administration, project management and health and safety management. Following the annual review in January 2025 of information held by ABWT (to comply with GDPR) 1 member resigned and asked for their details to be removed from our records. Another member resigned later in the year. Numbers will of course continue to fluctuate, but there are currently 29 members, 26 of whom actively volunteer in various roles.
- 1.5. Under our Constitution, overall responsibility for running ABWT and looking after the mill rests with 8 Trustees and the various officers they have appointed. They execute this function primarily through monthly Committee meetings. ABWT's management structure is set out in the table at [Annex A](#) to this report. The AGM noted Neil Hannah's decision to resign as a Trustee and Committee Member on 1st May 2025 and to thank him for his service. Neil remains an active volunteer.
- 1.6. In line with Charity Commission rules all meetings are minuted and decisions recorded with copies filed in a Minutes Book held by the Secretary. Members have access to all documentation through a secure Microsoft file communication and storage system.
- 1.7. Under our Constitution, at every AGM, one-third of the trustees must retire from office. Geoff Bailes, Martin Fagan and Bob Price tendered their resignations but sought re-election. At the AGM members voted to reappoint them. No other nominations were received.
- 1.8. Bob Price, Geoff Bailes, and David Robertson were respectively re-elected unopposed as Chairman, Treasurer and Secretary. No other nominations were received.

2. ABWT's OBJECTS, BEHAVIOURS & VALUES

ABWT's Objects

2.1. Under its Constitution, ABWT's Objects are:

1. *To preserve for the public benefit Acorn Bank Watermill, a Grade II* listed 19th Century watermill, located on the National Trust's Acorn Bank Estate at Temple Sowerby, Penrith, Cumbria as a building of architectural and historical interest.*
2. *To advance the education of the public by establishing Acorn Bank Watermill as a heritage centre which:*
 - *offers the public an opportunity to see a working water powered corn mill and associated machinery that mills wheat and produces merchantable flour thereby demonstrating the art of flour milling and the critically endangered craft of millwrighting using, as far as possible, traditional methods; and*
 - *enhances public knowledge and understanding of the watermill's role both in the context of the nation's wider agricultural and industrial heritage and its role in local cultural and social history, including its relationship with gypsum mining in Cumbria.*

Behaviours & Values

2.2. In support of its charitable objects ABWT is committed to maintaining and operating the mill for future generations by:

Working collaboratively and openly with colleagues and our partner the National Trust.

Engaging with the local community and relevant public bodies.

Ensuring visitors feel welcome by:

- *Offering a warm and positive attitude.*
- *Being polite, friendly, and showing an interest in their views.*
- *Valuing and respecting people as individuals.*
- *Sharing knowledge and experience in an engaging and enthusiastic way.*

Safeguarding, Dignity & Respect for All

2.3. Trustees have a safeguarding policy in place which is required because:

- It is a specific requirement of our public liability insurance to have a written safeguarding policy for Children and At-Risk Adults (it made sense to also put in place a Dignity & Respect at work policy so all safeguarding issues in the workplace were covered).
- To comply with Charity Commission guidance.
- To meet nationally recognised standards and procedures generally.

ABWT is committed to creating a culture where everyone is treated with dignity & respect and promotes an environment which is free from harassment, intimidation, victimisation and/or bullying. ABWT has a particular responsibility to protect and safeguard children and at-risk adults and to this end follows national guidance and procedures.

ABWT expects all its volunteers to treat all visitors (and each other) with respect and has policy guidance in place. ABWT will not tolerate any acts, whether by physical contact, verbally or other unwanted forms of behaviour and will act promptly against any individual found guilty of such behaviour.

If anyone feels that we have not done this or sees anything that concerns them, please contact the Trust's Safeguarding Lead via email at info@acornbankwatermill.org.uk.

3. REVIEW OF ACTIVITIES & ACHIEVEMENTS

Production (Bob Price, ABWT Production Manager & Senior Miller)

- 3.1. ABWT is a member of the Traditional Cornmillers Guild ("TCMG"), a body representing quality in the operation of mills using traditional methods. Each individual approved as a miller by ABWT confirms annually that they are compliant with a Miller Syllabus derived from TCMG standards. In the 2024 milling season the 8 trained and approved millers produced almost 4 tonnes of good quality flour both from organic Mulika wheat and from the unusual Blacksmith wheat.
- 3.2. There were no serious production issues during the 2024 production season. Some formalisation and training were introduced to ensure that the flour bags are filled neatly, reflecting the importance of presentation of the product to customers.
- 3.3. Grain supply and cost has continued to be an issue. The price remained at £800 per tonne throughout the season and the exceptionally poor English wheat harvest in autumn 2024 meant that there was no suitable grain to be had for the 2025 season. Fortunately, we have been able to pre-order 3 tonnes of blended English and imported wheat from within the TCMG, but at a still higher price.
- 3.4. It has been confirmed that the legal requirement to add Folic Acid to all flour will not apply to apply to "small" mills. This is very good news as it would have been very challenging to mix the tiny quantity of additive involved uniformly.

Marketing (Martin Fagan, ABWT Sales & Marketing Manager)

Flour Sales

- 3.5. Flour sales were strong last year, both at the mill and at our retail outlets. Including associated sales (principally postcards and recipe books), the total sales value was £8,802, which was a 1.3% increase on the 2023 total. We are now also seeing marked repeat business from regular customers at the mill, as the quality of our product becomes more widely known.
- 3.6. We now have three regular retail outlets, at Kirby Thore PO, Natures Health in Penrith and the Alston Food Cooperative. In particular, Alston has been a strong addition, taking approximately 6 bags every month, whilst Natures Health take approximately 6 bags every two months in 2023 rising sharply in the latter half of last year to 16 bags per month at Alston and 20 bags per month, following the end of supplies from Little Salkeld. Both a picking up a steady client stream, but as ever our main outlets are through the mill itself and the Shepherds Hut.
- 3.7. With Little Salkeld Mill, and latterly Warwick Bridge Mill, ceasing operation as a working entity, we have seen an increase in demand from retail outlets, as we are the only local producer now of stone ground flour. In my opinion we should concentrate on the current outlets, with some limited expansion, rather than trying to get entangled with their larger customers (for example, the likes of Cranstons) where we do not have the scale of operations nor the desire to get involved in their Purchasing chains and contracts. Our ethos is to stay as a small-scale supplier to independent retailers.
- 3.8. The price of our grain has risen very dramatically, as a result of the very poor UK harvest last year, and we are now paying £1000 per tonne. In addition, our other costs have also gone up. The details of these will be covered in the Treasurer's and Production Manager's reports. The upshot of these changes is that the margin (essentially our "profit") on each bag of flour sold at £3.50 is £0.92, and on wholesale price to retailers at £2.80 is £0.24 per bag. My recommendation is that we increase the wholesale price to £3.00 per bag, and hold our retail price at £3.50 for at least this year, as agreed earlier.

Bistro

- 3.9. The Tuesday Bistro was very well received and visitors greatly appreciated the hot drinks and cooked goodies. However, this came with several downsides for our team. Firstly, it posed a very heavy burden on our volunteers, both in being on site for the duration of a day in which the mill was not operational, and in giving so generously of their own time to produce the baked goods. Secondly, the "dispensing facilities" on the cart are not adequate to both serve food and drink and sell flour and other merchandise.

Thirdly, although a fresh water supply has now been installed in the stable, there is still a lack of sanitary facilities, which severely compromises our ability to ensure the health and safety of both visitors and volunteers alike.

- 3.10.** Following NT's decision to recommence seven day "cafe" provision for this season, we have been requested NOT to provide hot drinks at the mill. This effectively ends Bistro provision to the public at the mill on Tuesdays, unless and until we can (if we want to) convince NT that we are not detracting from the trade. Note, that this has no impact on us providing samples of produce for donations. This has not stopped requests from NT for very short notice provision of drink facilities at the mill when staffing issues occur at their cafe. My opinion is that, in the absence of a long-term agreement, we should be reluctant to provide this service with no prior warning.
- 3.11.** Following on from the above, NT have requested that, once the cafe is fully up and running, that a volunteer would occasionally cook in the cafe kitchen for sale there. Unfortunately, whether the cafe could take our flour for use is uncertain, firstly because it is unlikely that the cafe will initially be able to cook on site, and secondly we would need to be certified by the NT as a supplier. With regard to "demonstration" cooking, I am sceptical, though I would leave it to the meeting to discuss. As regards NT accreditation, I don't believe this is a priority, but I would have it on the "Nice to Have" pile.

Marketing

- 3.12.** Last year's main effort was the production of a new recipe booklet, which quickly sold out the entire 100 copy print run. A new, extended, edition with an initial print run of 500 copies has also sold out, and a top off run of 200 has already sold more than half. Due to the discount on the bulk order these were produced at a cost of £1.00 each, enabling us to maintain last year's retail price of £1.50 per unit. I have obtained 1000 for this season, in a slightly revised version, including an approximation of the quantities each recipe makes.
- 3.13.** As far as the other items are concerned, the original recipe cards have been generally superseded and will not be replaced. I suggest we continue, for the moment to offer them until stocks are run down. On the other hand, the watercolour post cards continue to sell well. I will produce a short run (100 copies) of a "Sayings from the Mill" booklet to judge interest.
- 3.14.** Our offer of 500g sample bags has proved successful, and as long as we take care to offer these as "souvenir" items, and not as an alternative to our main product, I believe we should keep these on our list.
- 3.15.** I have also occasionally had requests for other souvenir items, such as bags, badges, pencils etc, similar to the items you would usually find by the till in a normal NT shop. I am wary about the outlay involved for the potential return but would appreciate the feedback on whether we feel this is worth pursuing.

Volunteer Recruitment

- 3.16.** Currently we have 26 active volunteers, spread over three broad and often overlapping categories, Engineers, Millers and "Visitor Welcome". We had instances last season where we had to hold operations because we had insufficient volunteers to safely open the mill. This is not down to any lack of enthusiasm from our existing crew, but we all have other calls on our time. It is important if we are to continue, and with luck expand our opening times that we expand our volunteer base, particularly for Millers and Visitor Welcome focused volunteers.
- 3.17.** I have produced a new Volunteer poster, concentrating on our need for Millers and Stewards.

Publicity & Press Releases

- 3.18.** Our main source of publicity is the Cumberland & Westmorland Herald, who regularly publish our press releases and articles on our activities. These are mostly published as I send them, apart from the sometimes-erratic efforts of their sub-editors! It also appears that my name is now "A. Spokesperson".
- 3.19.** We have also developed a very good working relationship with the NT Publicity Team and ensure that we develop publicity for events (Snowdrop Weekend, National Mills Weekend and Heritage Open Days)

in tandem to maximise benefit for both parts of the site. To date, this has proved very successful, with high attendances at these events.

Other

- 3.20.** I am resigning my position at this AGM, as my term of office is complete, however I am willing to be re-elected if it should please the meeting.

Engineering (Carl Richardson, ABWT Chief Engineer)

(Covering the period from March 2024 up to end April 2025)

General Operations

- 3.21.** The mill generally ran well all through the 2024 season with no downtime during this period. Recently (early April 2025) we have noticed that the bottom bearing of the vertical shaft is leaking oil. This is being monitored but will need further investigation in the near future.

Mill Improvements

- Cobbles behind the wheelhouse: Peter Simpson and Bob Scott have done a great job laying a new cobbled terrace between the wheelhouse and the beck. This allows us to open up this previously "dead" space to visitors, providing a different view of the mill buildings and the Crowdundle. As part of this project (and helped by Ron maul) they have constructed a new stone dump valve runoff channel, replacing the former rotting wooden channel.
- Several of the rotten sole boards in the waterwheel have been replaced.
- Bob Price and Martin Fagan modified the shoe to improve the auto-feeding of grain into the stones.
- NT arranged for a water supply to be brought into the stable.
- A new, larger, hand washing sink has been installed in the upper mill room
- A set of four blue "milling" boxes were purchased: these are dedicated to milling, sieving and bagging, meaning that the bagged flour storage boxes remain much cleaner.
- We had two sessions of work on the leat, supported by NT and garden volunteers, to improve the channel upstream from the mill bridge and to prevent the leat overflowing onto the path during high water levels in the beck.
- Work has started on producing a new flour storage cupboard; this will allow us to use the existing flour storage "bin" as an additional grain store and will hopefully make handling of stored flour easier.

Second Waterwheel Project

- 3.22** Progress continues with the second waterwheel project. A major milestone was completed during the winter shutdown with the Felin Cwm pit wheel now installed on the shaft. Roger Frank has masterminded the gathering together of all the necessary components to construct the waterwheel:

- Seasoned timber for the arms (spokes) has been ordered and will soon be available.
- The NT foresters are in the process of providing wood for the buckets; this will be delivered to Philip Richardson's wood yard in Newbiggin on Lune where it will be kiln dried and then planed and cut to size. This should be available to us by late summer.
- The hornbeam timber for the new pit wheel cogs was also supplied by NT; this has been sawn into blocks and is drying in the cart shed. The blocks will be machined into cogs by G&S Specialist Timber in Stainton.
- Work is well underway to manufacture the tie bars and associated fasteners that hold the two sides of the wheel together.
- The new shrouds have been drilled for the tie bars and end fasteners; the end flanges still need dressing where the castings have come out slightly distorted.
- The current plan is to construct a "skeleton" waterwheel (without the buckets) to ensure that everything fits together properly. Once this has been checked, and the wood for the buckets has been delivered then work can start to build the full waterwheel.

Conclusion

- 3.24 As ever, the primary objective of the engineering team is to keep the mill running; this will always be the focus of our work.
- 3.25 Beyond that, numerous other larger or smaller works, some of which have been listed here, have been undertaken over the past year to improve the operation of the mill, making it safer and easier for the volunteers to accomplish all the tasks that are necessary to provide a good visitor experience, and to produce flour.
- 3.26 I'd like to give my thanks to all those volunteers who have helped in keeping the mill running and carrying out major and minor works over the past year. We have a strong core team of volunteers who work well and safely together, and who are prepared to take on all challenges.

4. VISITOR EXPERIENCE

General

- 4.1. In line with its Charitable Objects, ABWT is constantly looking to improve the visitor experience by involving the local community, including schools, and generally advancing the education of the public. In doing so we work closely with NT. Like NT, we adopted the principles of the Visitor Journey Framework ("VJF"), an approach that centres on the leisure needs and expectations of its visitors. The framework follows the visitor through a sequence of events and emotions from the moment they arrive on site to the return journey and beyond.
- 4.2. By following the principles of the VJF we can help visitors to see and interpret conservation work at first hand thus creating a new experience for them and, for those making return trips to watch progress and reveal something new every time they visit. With proper marketing and publicity, we can get the public directly involved through special events, e.g., lectures, tours and open days.
- 4.3. At weekends and Bank Holidays when the Mill is open, and operating volunteers will continue to be on hand to provide information about the mill and where possible guide visitors round the mill complex. ABWT will also continue to welcome visitors to the Mill on Tuesdays, its maintenance day, subject to it being safe to do so.
- 4.4. The Mill's Information Room is of course the first part of the mill complex visitors see, and we continue to make improvements to the layout and presentation. The slide and video show is regularly updated to reflect changes and improvements, for example progress on the work on the second waterwheel. The Information Boards around the site were nearly all updated last year as was much of the general directional and warning signage. New Information Boards will be installed in the wheelhouse on completion of the second waterwheel project.

Education

- 4.5. ABWT welcomed a number of school trips in 2024. These were very well received. The hand quern and quiz continue to prove popular. The addition of the art table by Julie Owens during the year has proved a big hit. ABWT already has a couple of bookings for the new season and with NT continuing to welcome group visits and coach parties to Acorn Bank we hope that this number will increase as the season moves into the Summer.
- 4.6. ABWT is keen to expand its offering to visitors, particularly children. To this end, Trustees last year proposed to establish a project to convert one of the existing spaces below the Bank Barn into an educational and information centre for school parties. Currently the spaces are used for storage. The space will need clearing out, a deep clean and remedial construction works to the floors and walls. The space will also require new lighting, the addition of power sockets and the acquisition of suitable table, chairs, and storage cupboards.
- 4.7. At the 2024 AGM the membership wholeheartedly endorsed the plans and funding. Unfortunately, ABWT were not in a position to get the project off the ground last year, mainly because its limited volunteer resource was required elsewhere particularly on essential maintenance to the existing waterwheel and machinery and works associated with the second waterwheel.

- 4.8.** In addition to developing a dedicated space in which to carry out group activities and gatherings ABWT would like to introduce a Teacher's Guide, together with a range of worksheets and mill-based activities so children can learn how watermills have been used throughout the ages to harness the power of water. It will also help the children's understanding of the watermill's relationship with the natural environment, its wider agricultural and industrial heritage and its role in local cultural and social history in line with our Charitable Objects. John Griffiths one of ABWT's newest members has prepared an initial draft paper setting out some proposals on developing the educational and volunteering offer for young people.
- 4.9.** In order to kickstart the project ABWT will establish a small Working Group to work up the various proposals into a coherent plan covering areas such as aims and objectives, scope, issues and risks, timescales, compliance requirements, funding arrangements etc. From this ABWT can decide priorities and establish a project Management Plan, including the appointment of a Project Manager.
- 4.10.** The membership reaffirmed their support for this work and agreed the establishment of a Working Group comprising Sarah Dauncey, Martin Fagan, John Griffiths, Julie Owens (Chair) and Frances Richardson.

Industrial Heritage

- 4.11.** As already explained, ABWT has continued with its programme of work for improving and updating the interpretation and visual presentation of the mill as it would have appeared in the early 1920s when the second waterwheel powered the endless pulley system to the nearby gypsum drift mine. The idea is to develop the way in which the mill was presented and interpreted to provide a thematic thread which visitors can pick up again as they explore the surrounding estate.
- 4.12.** To enhance this interpretation ABWT also continued with its programme of guided Industrial Heritage walks round the gypsum mines on the Acorn Bank Estate throughout the 2024 season. They again proved popular and ABWT will continue to offer such tours subject to the availability of resources. During 2024 NT took the lead in the recruitment of Volunteer Guides. ABWT supported and assisted the process and provided information packs and training for the guides. In addition, we are working with NT to provide a BSL interpreter supported tour to hearing impaired groups.
- 4.13.** There are two recurring events in the AB calendar, National Mills Weekend (May) and Heritage Open Day (September). At each event, we try some additional "attraction", and one of these has been additional detailed tours with one of the millers. We have also run a special grain (Blacksmith usually), which has proved very popular, so much that there have already been requests to information as to when we will run it again. The tours are popular but require additional volunteer stewards to marshal. Other ideas we might consider are special events, such as "visiting craftsman" demonstrations – for instance spinning, bodging, artists and so on, all of which would be much easier with a separate covered "display space".

5. FOOD HYGIENE

- 5.1.** As has been previously reported since its inception ABWT developed a close working relationship with Eden District Council's Environmental Health Officer ("EHO") leading to the gradual implementation of strict food hygiene rules. As a result, in June 2022 we were awarded a Food Hygiene Rating of 5 (excellent) and a Category E Food Safety Inspection Rating. The changes in local authority boundaries and names means that responsibility now rests with Westmorland and Furness District Council. However, because of our Category E rating our next physical inspection is not due until June 2028, but we can expect to receive a self-assessment questionnaire from the local authority during the course of 2025. There is no indication that food hygiene standards, which are based on national guidelines, will change under the new regime so we are not anticipating any issues.
- 5.2.** ABWT is also registered with the local authority as a food business establishment with a number of our volunteers registered individually to produce the food at home. This register has been taken over by the new local authority, so ABWT is able to continue offering samples of baked goods using the Mill's flour (these are not sold, but visitors are asked to make a small donation), which are displayed and served in line with EHO's advice and guidance. These samples prove very popular with our visitors, particularly children.
- 5.3.** In line with Trading Standards requirements allergen warning notices are displayed (our bags of flour also carry the appropriate warning) in the lower milling room and points of sale along with an allergen

chart to complement the recipe cards and booklet. Every volunteer involved in food handling has Level 1 food hygiene certificates and many, including millers and baggers have Level 2 certification.

- 5.4. To sit alongside our "Flour Guide" and suite of Mill Risk Assessments, we have a specific Food Hygiene Risk Assessment. The procedure for handling any issues that should arise with any of our food, particularly the grain and flour itself has also been improved. Copies of ABWT's food related documentation is in hanging document wallet on the notice board in the Upper Milling Room. Electronic copies are posted ABWT's secure shared drive.
- 5.5. Thanks to all those involved for ensuring that our food hygiene rules are followed.

6. HEALTH & SAFETY

- 6.1. Staying on top of Health and Safety continues to be a top priority for the Trustees. The Watermill can be a dangerous working environment if not managed and monitored properly, so it is important that hazards, risks, and remedies are clearly identified, accessible and adhered to by Mill volunteers to ensure both their own safety and that of the Mill. The Mill has a full Safety Management System ("SMS") in place, including a suite of Risk Assessments – all of which have been updated for 2025.
- 6.2. As our landlord, NT must carry out an annual Workplace Inspection, the aim of which is to prevent work related accidents and ill health by identifying new hazards, providing evidence of legal compliance, checking that preventative and protective control measures are implemented and effective and generally ensuring that appropriate arrangements are in place for active monitoring of the safety management system.
- 6.3. The 2024 inspection was carried out in January 2024 (and regularly reviewed and updated during the course of the year) and the issues, of which there very few, identified and taken forward jointly by ABWT and NT. Any changes were reflecting in the Condition Survey, the current edition of which was updated in May 2023. This document establishes the baseline for monitoring & assessing any deterioration in the mill buildings. The 2024 inspection was carried out on 7th February. Again, there were no issues, and the assessment was signed off by NT on 19th February 2024. The Condition Survey has been reviewed, updated, and submitted to NT.
- 6.4. All members, particularly those active volunteers, understand that they must ensure that they are familiar with the SMS and its contents. Copies of ABWT's H&S documentation are contained in hanging document wallet on the notice board in the Upper Milling Room. Electronic copies are posted on ABWT's secure shared drive.

7. TREASURER'S REPORT

Accounts

- 7.1 As the Chairman said in his overview, ABWT has established a stable financial base from which we can grow and develop. My commentary on the accounts is as follows

Income

- 7.2 Flour Sales up by a modest amount.
- 7.3 Donations well down due to the Tuesday Bistro being discontinued. This had a knock-on effect on Gift Aid although there was a further claim pending.
- 7.4 In February we received a second tranche of £5,000 from NT towards the cost of reinstating the Second Wheel. As before I have matched the income against the costs to date and shown the balance as an advance payment in the Balance Sheet.

Expenditure

- 7.5 One major item included in Fixtures was £930 for a sink.

7.6 During the year we spent £620 on Recipe Booklets which are proving very popular.

Balance Sheet

7.7 The Surplus for the year was £3,397 bringing up our total reserves to £19,016.

7.8 During the year £10,000 was transferred to our Building Society Account.

Reserves

7.9 In line with most charitable organisations ABWT will retain enough cash in our bank accounts to sustain ABWT for a full season (March to October) in the event of a loss of income and/or to meet any unforeseen expenditure that may occur.

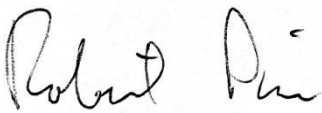
Adoption of Accounts

7.10 A copy of our accounts, as adopted by members at the AGM on 20th May 2025 are appended to this report at [Annex B](#).

9. TRUSTEE'S DECLARATION

Following the adoption of the Trustees Report and Annual Accounts by ABWT's Membership at the AGM on 20th May 2025 the Trustees ratified the decision at the Mill Committee Meeting on 16th July 2025 and asked the Secretary to submit the documents and update ABWT's details on the Charity Commission register.

Signed on behalf of the Trustees:



ROBERT PRICE

Chairman of Trustees
ACORN BANK WATERMILL TRUST
12th May 2025

ANNEX A - ABWT CHARITY TRUSTEES & OFFICERS (AS OF 20th May 2025)

	NAME	POSITION (if applicable)	START DATE	DATES ACTED <i>(if different)</i>
1	BOB PRICE CHAIR of TRUSTEES	PRODUCTION MANAGER	Re-elected as Trustee 20/05/25	Reappointed as Chair and Trustee at ABWT's AGM on 20 th May 2025.
2	DAVID ROBERTSON	SECRETARY	29/01/21	Reappointed as Secretary at ABWT's AGM on 20 th May 2025.
3	GEOFF BAILES TRUSTEE	TREASURER	Re-elected as Trustee 20/05/25	Reappointed as Treasurer and Trustee at ABWT's AGM on 20 th May 2025.
4	MARTIN FAGAN TRUSTEE	SALES & MARKETING MANAGER	Re-elected as Trustee 20/05/25	Reappointed as Trustee at ABWT's AGM on 20 th May 2025.
5	NEIL HANNAH	-	-	Resigned as a Trustee and Committee Member on 1 st May 2024
6	JULIE OWENS TRUSTEE	-	26/03/24	
7	CARL RICHARDSON TRUSTEE	CHIEF ENGINEER	29/01/21	
8	PETER SIMPSON TRUSTEE	MAINTENANCE MANAGER	29/01/21	
9	BRIDGET DAVEY TRUSTEE	CUSTOMER EXPERIENCE MANAGER	01/04/22	
10	ROGER FRANK TRUSTEE	DEPUTY CHIEF ENGINEER	26/03/23	
11	JOANNA REES	ENVIRONMENT & ECOLOGY MANAGER	29/01/21	
12	GLENIS PRICE	VOLUNTEER CO-ORDINATOR	29/01/21	
13	FRANCES RICHARDSON	WEBSITE MANAGER & EDUCATION OFFICER	29/01/21	
14	MARTIN STORER	IT MANAGER	29/01/21	
15	SARAH DAUNCEY	NT LIAISON & DEPUTY SAFEGUARDING LEAD	26/03/24	
16	FIONA SHOESMITH	SAFEGUARDING LEAD	26/03/24	Not a Committee Member

ANNEX B – COPY OF ADOPTED ACCOUNTS

Acorn Bank Watermill Trust

Accounts for the year ended 31st December 2024

	Income		Expenditure	
	2024	2023	2024	2023
Sales	8,802	7,979	Purchases	3,333
Donations	3,656	6,228	Fixtures	1,199
Guided Tours		195	Equipment	158
Gift Aid	820	1,448	Second Wheel Project	2,907
Past VAT Reclaimed		1,708	Consumables	1,629
Government Grant		150	Rentokil	726
NT Funding	2,907	4,867	Electricity	491
Building Society Interest	316	123	Insurance	997
			Maintenance	1,302
			Sundries	362
				458
	£16,501	£22,698		
			Surplus	£13,104
				£8,555

Balance Sheet

	Assets		Liabilities	
	2024	2023	2024	2023
NatWest Current Account	10,235	16,267	Member's Loan	5,000
Penrith Building Society	16,994	6,677	VAT Creditor	302
VAT Debtor	473		Advance Payment NT	2,053
Gift Aid due	430		Surplus Funds	15,619
Cash Floats	30	30		
	£28,162	£22,974		£22,974

Bob Price
 20/05/2025

Acorn Bank Watermill Trust - Registered Charity No. 1193320