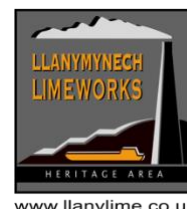


LLIMEYS & Shropshire Council Quarterly Meeting (Follow UP)



Meeting Minutes

Date: 02 September 2026

Time: 10:10hrs

Venue: Stables Education Block, Llanymynech Limeworks

Members Present:

Shropshire Council

Ed Andrews (**EA**)
Mike Simms (**MS**)
Susie Comaish (**SC**)

Volunteers

Bob Cotter (**BC**)
David Hurst (**DH**)
Heather Dawson (**HD**)
Nick Shenston (**NS**)
Will Vaughan (**WV**)

Apologies:

Nick Thursfield, Geraldine Coles, David Blowers, Mark Morgan, Jeanette Henderson, Angela Rochester

1. Actions Outstanding:

The actions from the meeting of 14th April 2026 were reviewed with the following outstanding, but in hand:

Action 1.3: Draw Kilns, growth removal.

Action 1.4: Stables Block flooring.

Action 1.8: Bat Survey.

Action 1.9: Surveys of ants' nests.

Action 1.10: Pond clearance. Possible requirement for a method statement

Action 1.11: Hedgerow management.

Action 2.1: Signage restricting the use of bicycles.

The Actions outstanding from the meeting of 18th August 2026 were reviewed with the following outstanding, but in hand:

Action 5: Keep visitors informed of the status of the Hoffmann Kiln and Tally House via the web site & google maps. Web site completed, Google Maps TBA.

Action 7: Repair/replacement of the wood burner.

AOB: Toilet lighting and sink water heater awaiting repair.

2. Management Plan

The 2026 – 2028 Action plan was used as the basis for discussing the ongoing work plans. The meeting minutes from 01 September also contains a list, with dates and times subject to agreement.

Coppicing – **MS** to lead

Draw Kiln Walls – **MS** to lead

Hedge management – **MS** to lead, possible dates 14 – 18 September

Grill Covering fly-wheel pit – Discussions outside agreed to fill with sand and lay bricks over the top. **MS** to supply the sand.

Clearing of Hay Store	}	Possible Grant?
Revamping of display area		
Restoration of floor		

A skip to be supplied beginning of October to remove items deemed as rubbish/scrap. **EA** to action.

The dry-stone wall near the Tally House to be restored (again). **BC & DH** to action.

Trees along the edge of the Transfer Wharf, possible removal of overhanging branches to reduce likelihood of storm damage. **EA/MS** to review.

Pressure pad counter and telephone counter details to be supplied by **SC**.

Signage for Bicycle usage within the Heritage Area are to be displayed. Electric powered Bicycles are not permitted in the Heritage Area and non-powered bicycles are restricted to the main tracks only. **SC/MS** to action.

The action plan will be updated as needed.

3. Fire Safety Arrangements

SC led those present through the fire safety arrangements, including demonstration of the fire extinguishers. Amendments to cover the fire actions for the Stables Block are to be incorporated into the documentation and re-issued. **SC** to action.

A fuel cupboard for the tool store is expected on 18th September. All flammable and COSHH related items are to be stored in the cupboard. A fire extinguisher will also be provided for the tool store.

Fires for the burning of cuttings are permitted, but the Fire Service must be informed on 01743260290. Any fires must be completely extinguished before leaving and the Fire Service informed that the burn is complete.

4. Room Booking (Paperwork)

SC and **EA** asked about the booking arrangements for the Stables Block. **SC** followed up with an email to clarify how we deal with bookings, to which **BC** has responded. Once the changes are agreed the web site booking page will be updated.

5. Risk Assessments

A complete set a risk assessments' is now held in the Stables Block. It was agreed, due to time constraints, not to read through them at this meeting, but,

that prior to an activity the relevant risk assessment would be reviewed by those present.

6. Grab Bag & Emergency Contact Folder

The Grab Bag and its' contents were shown by **EA**. It is to be used by the work party lead whenever a work is carried out in the Heritage Area. It contains:

- First Aid Kit
- Safety information
- Emergency contact and medical details

7. Outdoor Walk Around

The meeting concluded with a walk around to Heritage Area to review in more detail those areas where work is expected to take place.

8. AOB

NONE.

Date of Next Meeting:

02 December 2026, 10:00AM (TBC)

The meeting closed at 13:45hrs