



Meeting of Magor and Undy Community Hub (MUCH) Team

MCC office, Innovation House, Magor

15th May 2018

Attendees: Paul Turner (Magor/Much committee), Sally Raggett (Magor Amateur Dramatics/Much Committee), Rob Ollerton (Magor Churchmen/Much Committee), Kevin Wright (Resident/Much Committee), Ben Thorpe (MCC), Katherine Jones (Pentan), Judith Langdon (MCC), Donovan Taylor (Resident), Mike Burke, (Resident)

Apologies, Mike Moran (MCC), Sian King, Cllr. Lisa Dymock, Linda Squire, Peter Wilson, Cllr. Geoff Cook, Charlotte Merrett

The following is a set of 'action notes' of the meeting but it is not intended as verbatim minutes.

| | Subject | Decision / Action | Who |
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| 1 | Main Purpose of Meeting | To discuss review progress of designs, plans and landscaping | |
| 2 | Welcome guests and receive apologies for absence | <ul style="list-style-type: none"> Apologies noted and Mike Burke welcomed. | |
| 3 | Notes of previous meetings (Action points) | <ul style="list-style-type: none"> Sale of small piece of land adjacent to 3 Fields Site – ownership to be ascertained following sale. Still on-going Overall project plan update. PT and BT to meet and draft (within next 2 weeks) | MM / PT PT/BT |
| 4. | Possible constitutional options for the future | <p>Mike Moran had spoken with Desirie Mansfield. Desirie to provide possible meeting dates to PT. PT to coordinate attendees.</p> <p>DT – emphasised that the future constitution should address the need to –</p> <ul style="list-style-type: none"> make 'profit' to ensure the 'asset' was able to be sustained and grown ensure the asset was retained by the community be 'tax' (financially) efficient <p>JL said that there were other 'CICs' (Community Interest Companies) in MCC area that could be used as points of reference</p> | MM PT |
| 5. | Review of latest designs, plans, landscaping and | The group fed back that the comments received by people who viewed the latest designs and plans, at the May Fayre, were very favourable. A community councillor who had initially been unhappy with the original appearance had made a point of commenting very favourably on the revised elevation images. There had been no adverse comments but | |

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| | | <p>some people were still concerned about parking.</p> <p>KJ clarified that the windowed areas did now propose shutters that, as well as adding to the security of the building, acted as partial sunshades when in the raised position.</p> <p>BT reported that landscaping plans had progressed and now proposed, water meadow / wildflower area, a mown grass path through the orchard, a community growing area, a covered area for young people to meet and various trees and shrubs. PT reminded that there was the original intention to have a jogging/walking path around the perimeter of the Three Field Site, which might be a longer-term aim but the designs should not compromise that requirement.</p> <p>BT reported that other reports (e.g. ecology, noise and reptile) that would complement the planning submission were mostly complete and remaining ones were expected very soon. It was agreed that we are now very close to being able to submit the proposals into the planning process. Should any issues arise BT would call a special meeting.</p> | BT |
| 6. | Liaison with other groups | RO reported that a 'Teenage Action Group' had been formed (shown on Facebook with 108 members) that aimed to improve facilities and provide more 'things to do' for the young people of the community. He had contacted the apparent lead member of the Facebook group and it was hoped that there would have been representation at this evenings meeting. It was agreed that it was important that young people were involved in shaping how the Hub is developed (e.g. the look and feel of the outside shelter – as mentioned in item 5). RO would write again to the lead person. | RO |
| 7. | Funding and Training Opportunities | <p>JL appraised the group of the various training opportunities promoted by MCC, some free of charge. The intention was to help and support volunteers who were prepared to put something into communities. Specifically mentioned were the GAVO (Gwent Association of Voluntary Organisations) courses– see here and "BE" training and on-line learning (as part of Rural Development - community leadership programme). Group members should consider and pass thoughts to PT.</p> <p>The group should particularly consider training and development around 'fund raising' and the 'management skills' necessary to run a community centre and associated activities</p> | <p>All</p> <p>All</p> |
| 8. | Structure of group and future meetings | <p>With the MUCH group continuing to grow and new volunteers bringing specific skills <u>and</u> as we enter the stage to get ready for the opening and running of The Hub, it will be necessary to focus resources and structure meetings accordingly.</p> <p>After some discussion it was thought that there initially ought to be 4 'working groups' to focus on –</p> <ol style="list-style-type: none"> 1. Fund raising and resource acquisition 2. Community Liaison (linking to '1') 3. Policies and Admin. planning 4. Fitting-out / Build liaison | |

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| | | <p>All under the guidance of one MUCH committee.</p> <p>MB made the point that it would be sensible to ascertain which groups people had a preference to working in but also to gather a 'skills inventory' so that knowledge gaps can be identified and addressed. JL thought MCC could well have a useful template that could be used to gather such information and would supply a copy.</p> <p>All to consider which groups they would like to be part of in readiness for future meetings.</p> <p>KW suggested, as we are now getting into the operational planning that it would be worthwhile to visit the Llanfoist Village Hall operation and talk to the people that run it. This was agreed. Further discussion next meeting.</p> | <p>JL</p> <p>All</p> <p>PT</p> |
| 9. | Any other business (actions only) | PT informed the group that Jessica Morden had initiated a parliamentary debate on the community-driven Magor & Undy Walkway Station proposal and referred to the innovative approach of integrating it with a Community Hub. The debate can be viewed here . | |
| 8. | Date of next meeting | 12th June at 17.45hrs. (Innovation House) | BT / PT |