



Meeting of Magor and Undy Community Hub (MUCH) Team

MCC office, Innovation House, Magor

12th June 2018

Attendees: Paul Turner (Magor/Much committee), Sally Raggett (Magor Amateur Dramatics/Much Committee), Linda Squire (Resident), Rob Ollerton (Magor Churchmen/Much Committee), Kevin Wright (Resident/Much Committee), Ben Thorpe (MCC), Judith Langdon (MCC), Donovan Taylor (Resident), Mike Burke, (Resident), Jerry Ennis (Resident), Cllr. Mike Boyland

Apologies: Sian King, Cllr. Lisa Dymock, Deserie Mansfield (MCC), Peter Wilson

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

	Subject	Decision / Action	Who
1	Main Purpose of Meeting	To discuss, constitution options, working groups forming and skills audit. - Geoff Cook kindly offered to take notes of the meeting	
2	Welcome guests and receive apologies for absence	<ul style="list-style-type: none"> Apologies were noted and Jerry Ennis and Mike Boyland were 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. Action to be transferred to MAGOR group to pursue. Overall project plan update. Completed 	PT
4.	Possible constitutional options for the future	Donovan Taylor reported that he and Deserie Mansfield and discussed important considerations and possibilities. Examples included; Membership, management committee formation, communications strategy, 'management plan', working groups, community support and engagement and formal endorsement of the constitution. DT would work on drafting the constitution in liaison with DM, hopefully in readiness for the next meeting but the group agreed that it was important that we took time to make sure it is a right and robust model.	DT
5.	Update on site planning application	Ben Thorpe confirmed that the plans were registered (link) on the 29 th May. So far, there had been 1 general comment and 2 separate supporting comments entered. PT reminded	

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		members to take a look at the plans and encourage friends and relatives, in Magor and Undy, to also take look at the details and if they felt inclined, to add their supporting comments.	All
6.	Liaison with other groups	<p>Rob Ollerton would follow up again with the Teenage Action Group leader to encourage joining the MUCH group (to help shape the facility development).</p> <p>Other groups would need to be engaged in a similar vein. These included; The Brownies, The Undy and Redwick Road Runners, The local Art Group, The MUGA Tennis Group, Parents & Toddlers, the potential Badminton Group, Table Tennis group.</p> <p>This activity would likely come under the 'Community Liaison Workgroup's remit.</p>	All
7.	Skills Audit	<p>Judith Langdon had provided a template and guidance for a voluntary group to carry out a 'skills audit'. PT had customised it for MUCH purposes.</p> <p>It was agreed that PT would circulate it and everyone would have a go at completing the form to make an initial assessment of the group's strengths and weaknesses.</p> <p>The survey would probably raise more questions than answers. JL would help the group with ways to fill identified 'skills gaps'.</p> <p>The results would be collated and discussed at the next meeting.</p>	<p>PT</p> <p>All</p> <p>JL</p> <p>PT</p>
8.	Population of working groups	<p>Members indicated which groups they would like to be part of. PT would collate into a (draft) table and circulate for comment. The groups needed to be better defined in terms of which activities would fall into them. Some activities would overlap groups, which was fine but it was important that the 'owning' group was clear. A leader would need to be identified for each group.</p> <p>The draft would be further discussed at the next meeting.</p>	PT
9.	Any other business (actions only)	<p>a) Ben Thorpe informed the group that the Raglan Group had to look at other alternatives in the absence of any section 106 funding and an unsuccessful lottery bid. There may be lessons to learn from Raglan's experience. An article on their website can be viewed here.</p> <p>b) Kevin Wright suggested that the group needed to appeal more strongly for volunteers to help with the development and future operation of the Hub. This was agreed. RO would see if the Magor Events Group (Churchmen) could help publicise. The Community</p>	<p>All</p> <p>RO</p>

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		<p>Council may also be able to assist with the appeal. Other possibilities for publicity mentioned were; The Villager, Cake Saturday Group, Magor Munchies, My Monmouthshire. This activity would need to be picked up by the Community Liaison Work Group</p> <p>c) Another visit to Llanfoist Village hall was now appropriate. Mike Moran would arrange.</p>	<p>SR/ GC/ MBd</p> <p>MM</p>
8.	Date of next meeting	17th July at 17.45hrs. (Innovation House)	