



DRAFT

Meeting of Magor and Undy Community Hub (MUCH) Team

MCC office, Innovation House, Magor

14th August 2018

Attendees: Paul Turner (Magor/Much committee), Rob Ollerton (Magor Events Group / MUCH committee), Sally Raggett (Magor Amateur Dramatics/Much Committee), Tony Raggett (Resident), Linda Squire (Resident), Sian King (resident), Kevin Wright (Resident/Much Committee), Donovan Taylor (Resident), Cllr. Lisa Dymock, Cllr. Mike Boyland, Ben Thorpe, Mike Moran (MCC), Cllr. Geoff Cook, (M&U CPP), Lesley Wood and Roselyn Kirton (M&U CPP), Jerry Ennis (resident)

Apologies: Judith Langdon (MCC), Mike Burke (Resident), Steve Sudlow (M&U CPP), Cllr. Frances Taylor, Deserie Mansfield, Peter Wilson (MAGOR),

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 further discuss and progress subjects of previous meetings. - Paul Turner chaired and took notes of the meeting	
2	Welcome guests and receive apologies for absence	<ul style="list-style-type: none"> Apologies were noted and Tony Raggett and Roselyn Kirton were welcomed to the meeting 	
3	Notes of previous meetings (Action points)	<ul style="list-style-type: none"> Rob Ollerton had made further efforts contact the TAG. A new name was suggested which would be tried. 	RO
4.	Planning update	<ul style="list-style-type: none"> Ben Thorpe confirmed that the plans had been approved. PT thanked SR, TR, MM and BT for attending the committee and commented on the cross-chamber support shown. There were a few conditions attached to the approval, the most significant being the requirement for a new pedestrian crossing, which would add cost to the project. MM would explore options for this and PT would raise this with Christian Schmidt in relation to MCC's 'Active Travel' plans. 	MM PT
5.	Working Groups	<ul style="list-style-type: none"> General <ul style="list-style-type: none"> PT thanked KW for progressing the formation and development of the workgroups. The membership of each and the work priorities would continue to be defined and addressed by each. The workgroup membership and progress would be documented 	

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		<p>and stored in the 'Documents' section of the website. The leads reported as follows -</p> <ul style="list-style-type: none"> • Resource Management (Lead – Kevin Wright) Rob Ollerton had now also joined the group <ul style="list-style-type: none"> ○ Top three priorities <ul style="list-style-type: none"> ▪ Fund raising ▪ Financial systems ▪ Banking ○ Fund raising - We have a few ideas and Sally has volunteered to organise a coffee & cake morning and race night. Rob has mentioned some organisations we need to contact for grants etc. But can I please ask everyone to think about Fund raising and email me with any ideas. ○ Finance Systems - initially just an excel spreadsheet to record in/out's. But longer term perhaps a financial system e.g. Sage ○ Banking - multitude of Charity bank accounts on offer (some charging a monthly fee) so we will review what's on offer. Arranging a meeting with a manager within Charity Bank UK (an ethical bank owned by charity organisations). ○ Ideas Bank - Shared the idea of collecting all ideas anyone has around what's required for the hub. Could be Funding, what's required inside, how's it will be run - anything that might help with its creation and running. Just email ideas to Kevin Wright who will collate and share at future meetings. • Communications Management (Lead – Paul Turner) <ul style="list-style-type: none"> ○ Top three priorities <ul style="list-style-type: none"> ▪ Liaison and interaction with residents ▪ Seeking support from other groups and organisations ▪ Identifying sponsors to provide support and additional funding and resources ○ Interaction with residents – coffee mornings idea, flyer (e.g. for 999 event, MUCC website, improve website and increase Facebook / Twitter activity, input to the MAGOR event in September ○ Support from other groups - Recent visits to and subsequent communication with other community centres (e.g. Llanfoist and Abergavenny). GAVO involvement (need to remind Owen Wilce of his offer to set up meetings). M&UCPP, TAG, Brownies, MAG, etc.. Presentation to MwUCC in September. Regular update in The Villager (Tony Raggett kindly offered to do these) ○ Sponsors - Need to communicate with all local businesses, regional and national organisations that can provide, support, donations or grants to enable the full development of the Hub and site • Policies and Administration (Lead – Donovan Taylor) <ul style="list-style-type: none"> ○ Only one priority at the moment. Progressing and completing the constitution. • Buildings and Grounds Management (Lead – Mike Burke) <ul style="list-style-type: none"> ○ Mike was unable to attend due to illness but had advised that he hoped to progress this area in the next 2 weeks. 	<p>KW</p> <p>All</p> <p>SR PT</p> <p>PT</p> <p>TR</p> <p>All</p> <p>DT</p> <p>MB</p>
6.	Any other business (actions only)	Not raised during the meeting, due to time constraints but for the record, John O'Shaughnessy, formerly a Three Field Fields Trust director and MUCH member, had written to the group	

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		congratulating it on the planning approval. John hopes to re-join the group if and when his circumstances permit.	
7.	Date of next meeting	11^{4h} September at 17.45hrs. (Innovation House)	