

DRAFT



Meeting of Magor and Undy Community Hub (MUCH) Team

MCC office, Innovation House, Magor

17th July 2018

Attendees: Paul Turner (Magor/Much committee), Sally Raggett (Magor Amateur Dramatics/Much Committee), Linda Squire (Resident), Kevin Wright (Resident/Much Committee), Judith Langdon (MCC), Donovan Taylor (Resident), Mike Burke (Resident), Cllr. Mike Boyland, Mike Moran (MCC), Don Leahy, Cllr. Geoff Cook, Peter Wilson (MAGOR), Angela Sandals (M&U CPP), Steve Sudlow (M&U CPP), Lesley Wood (M&U CPP)

Apologies: Sian King, Cllr. Lisa Dymock, Rob Ollerton, Ben Thorpe, Cllr. Frances Taylor, Deserie Mansfield

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. <ul style="list-style-type: none">- 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 Angela Sandals, Lesley Wood, Steve Sudlow and Don Leahy were welcomed to the meeting	
3	Notes of previous meetings (Action points)	<ul style="list-style-type: none">• Rob Ollerton had contacted the Teenage Action Group, who had confirmed they would attend this meeting. Unfortunately they were not represented. It was agreed that we would try to contact and encourage attending future meetings, as it is important that the youth have an input to how the Hub is developed.	ALL
4.	Update on possible constitutional options for the future	Donovan Taylor reported that he had made good progress with drafting the constitution and thanked those people who had commented on and made suggestions to the draft he had circulated. DT has another meeting planned with Deserie Mansfield and would consider how other similar groups are constituted, after which he would produce a final draft for consideration.	DT
5.	Update on site planning application	Ben Thorpe was unable to attend this meeting but had produced a written report, which PT summarised as below – <ul style="list-style-type: none">• Ben had received an 'extension of time request' letter from the LPA in determining the application. The 8 week decision date is due on the 24 July, with the request now confirming a decision date on or before	

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		<p>the 31 August. He understands the application will be considered at the next PC on Tuesday 7th August. He encourages group's members to attend and sit in the public gallery. Details of the meeting will be on the MCC website.</p> <ul style="list-style-type: none"> • Not all consultee comments had been received thus far, notably highways. There was a query from the Case Officer regarding the pedestrian crossing. As, whilst one was required under the previous consent, the transport statement undertaken by our consultant is suggesting that one is not required given the location of two other 'nearby' crossing points. However, the proposals allow for the crossing at present. Highways will consider the need within their comments and if they decide it is not required, reference to the crossing can be removed. • Site Maintenance – Ben had sought to get MCC to grass-cut and tidy the 3 field site. This has now been done. • Ben reported that the Knotweed treatment had commenced. Grounds Maintenance will have it on their schedule and will carry out the necessary treatment from this point on. 	All
6.	Liaison with other groups	<p>It was good to see representation from the Magor and Undy Crime Prevention Panel, who took part in discussing all items on the agenda. Their inputs were invaluable and they were encouraged to be represented at future meeting and work groups.</p> <p>Teenage Action Group – covered under matters arising.</p>	
7.	Skills inventory and development opportunities	<p>PT thanked group members for completing the skills inventory forms. The results had been collated into a single document (circulated) which showed the group's skill areas. It was encouraging to see that that the group, as a whole, has many valuable attributes (strengths – shown in green) necessary to develop and run a Community Centre (Hub) but there were also some important areas that the group was weak on (shown in red).</p> <p>PT said that there were only 2 ways to address these deficits; to bring in more people who have the necessary skills and to train and develop the existing people. The reality was that it would likely be both.</p> <p>PT then reported on a recent meeting that he had with Judith Langdon and Owen Wilce (also of MCC) to discuss the skills inventory and the associated training and development opportunities available.</p> <p>PT said that Owen Wilce, Monmouthshire's Community and Partnership Development Lead Officer, was leading the "Be. Community Leadership programme" which offered a blend of free learning, training and personal development opportunities to volunteers in Monmouthshire by bringing organisations together, e.g.</p>	

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		<ul style="list-style-type: none"> • Abergavenny Community Trust a 25 year Lease on the former Park Street Infants School - the Abergavenny Community Centre • Llanfoist Village Hall <p>Also, there was the use of GAVO and he had proposed a multi-organisation meeting towards the end of August.</p> <p>Examples of learning/training opportunities available were -</p> <ul style="list-style-type: none"> • Health & Safety – Steve Capell – dispelling the myths • Asset Transfer knowledge • Social Media training • Role of Trustees (via GAVO) • Legalities of building and site management (via GAVO) <p>Next steps – Owen will initiate contacts. – Work Groups to note and take up associated opportunities</p>	ALL
8.	Work Groups progress	<p>Further work had taken place on the work groups had taken place with further names being added to the group. These groups would continue to evolve to service both the development of the Hub and its operation once open. The maintenance of the structure and status of the groups should fall to the ‘Policies and Admin.’ Group. The latest version is held on the website (here)</p> <p>The next steps would be for the groups to identify a lead person for each and agree and recommend a prioritised list of actions. Some likely early examples were an ‘Ideas Bank’ and development of an expected ‘Hub Usage’ model (to be part of the business case).</p>	ALL
9.	MAGOR publicity event	<p>PT informed the group of the Magor Action Group on Rail’s intention to hold an event to celebrate the 5 years of progress and to ensure our community understands the current status and what is needed from residents to ensure the project is brought to a successful conclusion – i.e. the opening of the Magor & Undy Walkway station! It will be developed in collaboration with the MUCH group and MUCC. It is important that the MUCH group involves itself in this to show how the Walkway station and the Hub complement each other.</p> <p>Peter Wilson will report back on this next month</p>	ALL PW
10.	Any other business (actions only)	<p>a) 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>b) Another visit to Llanfoist Village hall was now appropriate. Mike Moran would arrange.</p>	ALL
11.	Date of next meeting	14th August at 17.45hrs. (Innovation House)	