



Meeting of Magor and Undy Community Hub (MUCH) Team

MCC office, Innovation House, Magor

Date: - 16th October 2018

Attendees: Paul Turner (Magor/Much committee) Sally Raggett (Magor Amateur Dramatics / MUCH Committee) Mike Burke (Resident), Sian King (resident), Donovan Taylor (resident), Cllr. Lisa Dymock, Cllr. Mike Boyland, Linda Squire (resident), Mike Moran (MCC), Ben Thorpe, Kevin Wright (resident / MUCH Committee)

Apologies: Jo Gillard, Peter Wilson, Judith Langdon, Rob Ollerton (Magor Events Group / MUCH committee), Geoff Cook, Steve Sudlow (CPP), Tony Raggett

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	<ul style="list-style-type: none"> To further discuss and progress subjects of previous meetings. Paul Turner chaired and Mike Burke took notes of the meeting 	
2	Welcome guests and receive apologies for absence	<ul style="list-style-type: none"> Apologies were noted 	
3	Notes of previous meetings (Action points)	<ul style="list-style-type: none"> Lisa Dymock reported efforts to engage with Youth which include Questionnaires to be circulated to Undy AFC Youth, Facebook contact and meeting with residents in somewhere like the church Hall. Pedestrian Crossing scheme ongoing 'Villager' article missed latest issue but Tony Raggett will submit for next issue PT reported on recent Magor Event and concerns voiced on traffic and parking for the projects. Traffic management study to be undertaken. PT to contact GAVO re funding 	PT

4.	Working Group Updates	<p>Resource Management (KW)</p> <ul style="list-style-type: none"> • KW reported that, following review of several charity bank accounts, the preferred option is CAF. • Applications for such accounts require a Registered Charity Number. • KW advised to liaise with MAGOR • contact (Julie) re. temporary banking facilities. • Applications to GAVO would also require Registered Charity Number. • Having recently met with Ben Thorpe the funding gap was recognised. Suggested approaches for closing the gap are: - Big Lottery, Welsh Government Community and other grant sources that DT had identified. • Security of tenure was also discussed and MM offered to set up a meeting with Andy Smith to discuss. <p>Communications Management (PT)</p> <ul style="list-style-type: none"> • Youth Arm – See notes from previous meeting above • Discussion around training and improved use of Social Media • H&S and Risk assessment training in place <p>Policies and Admin (DT)</p> <ul style="list-style-type: none"> • Donovan reported that the constitution had been refined within the policy group and is soon to be circulated around the wider MUCH group. • Based on Charity Commission template it remains somewhat restrictive but makes for a simplified approach. • We will require a ‘business’ address and contact details. This is likely to be the Secretary of the Trustees • Target for application submission is January 2019 • Applications are invited from persons interested in standing as a Trustee and within that the positions of Chairman, Secretary and Treasurer. • DT to circulate info. regarding responsibilities and liabilities of Trustees and the term of office anticipated; plus an ‘expression of interest’ form. <ul style="list-style-type: none"> • Building and Ground Maintenance (MBk) <ul style="list-style-type: none"> • Meeting held with Ben Thorpe identified funding gap as previously reported • All encouraged to feed info on ‘user groups’ requirements to MBk to enable us to create a shopping list for kitting out the facility. 	<p>KW</p> <p>MM</p> <p>PT/ MBd</p> <p>ALL</p> <p>DT</p> <p>ALL</p>
5	Ideas Bank	<ul style="list-style-type: none"> • KW developing a spread-sheet based listing for the capture of ideas for future consideration. • 29 ideas listed to date which include ideas for engagement with children and businesses, • This document to be shared on website 	KW
6.	Any other business	<ul style="list-style-type: none"> • PT asked MBd if he could follow up with MUCC to elicit a response to the ‘thank you and summary’ email sent after the presentation 	MBd

7.	Date of next meeting	Tuesday 20 th November 2018 @ 17:45 (Innovation House)	
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