



Meeting of Magor and Undy Community Hub (MUCH)

Innovation House, MCC Offices, Magor

26th February 2019

Attendees: Mike Burke (Chair) (Resident) Geoff Cook (Resident), Cllr Lisa Dymock, Sian King (Resident), Sally Raggett (Magor Amateur Dramatics), Linda Squire (Resident), Ben Thorpe (MCC), Paul Turner (MAGOR), Kevin Wright (Resident)

Apologies: Mike Moran, Jerry Ennis, Judith Langdon, Mike Boyland, Donovan Taylor, Rob Ollerton, Tara Knights

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

Item	Subject	Decision / Action	Who
1.	Welcome and apologies for absence	Apologies were noted	
2.	Note taking and chairing	Agreed Mike Burke would chair this meeting until the Trustees have decided on a vice chair. Linda Squire as Secretary would take the notes.	PT LS
3.	Review actions of meeting 15th January 2019	-Security of tenure- included in the meeting held with Deb Hill Howells and 4 MUCH trustees advised favouring a 25-year lease. Lottery funding application- waiting for charity to be set up Skills matrix updated to include Tara Knights form- MB suggested she should join the Building and grounds working group.	
4.	Trustees update	PT advised that Rob Ollerton has resigned as a trustee for personal and family reasons, PT has written to him and thanked him for his contribution to the group, as he has offered his apologies for tonight's meeting it is assumed, he will continue with the wider MUCH group. PT has written to Deb Hill Howells following the meeting to obtain clarity on specific issues raised, the intention was that a paper would be submitted to MCC cabinet in March. Additional funds maybe available when the Vinegar Hill development starts. Greg Hassall attended the trustee meeting and provided some useful advice relating to dealing with charity commissioners and he is willing to stay involved to offer support.	PT PT

		<p>3 Fields trust company- it has been agreed that this will be shut down and this will be done before June</p> <p>- Draft notes of the Trustee meeting held on the 5th February 2019 are on the MUCH website.</p> <p>PT asked if the wider MUCH group had any ideas for the trustees to discuss to contact any of the trustees.</p>	<p>PT</p> <p>All</p>
5	Sign and guidance regarding planning permission	<p>LS advised that recent training she has undertaken in her Town Council role had highlighted that planning permission may need to be obtained before a sign is erected on the site and there maybe restriction on the size of the sign and the lettering, numbers and symbols on it, if the welsh legislation is the same as the English. BT agreed to check with MCC planning and hopefully will have a response by the Trustee meeting on the 5th March 2019.</p>	<p>LS</p> <p>BT</p>
6	Working groups	<p><i>a) Resource Management- (Lead- Kevin Wright)</i></p> <ul style="list-style-type: none"> • £5k paid into the bank account from MCC, which enables the forms for charity status to be submitted; • £500 has been agreed by the Magor and Undy Community Council to help raise funds and to plan events – this should be received soon; • KW is creating a list of all funding opportunities big and small, some are restrictive as some bodies want to see something and want to know exactly what you want to do • KW has met with the BIT (Behavioural insight team) and discussed events and availability of transport • Gov tech grant scheme run by MCC- 4 different schemes- this is a useful link for MUCH • KW will be arranging a meeting of the Resource Mgmt group soon • BT advised that there is £30k remaining from the previous s106 funding that needs to be spent by June 2019, we need to consider ideas for use, Mike Moran can clarify exactly what it can and cannot be used for Some ideas were discussed- work on the orchard, tools for maintaining the orchard (could use some of the £500) additional survey work, landscaping, wild flower area, purchase of land for station and foot bridge location, if we can find out who owns it. <p>Agreed that this would be discussed at next week's trustee meeting.</p>	<p>KW</p> <p>KW</p> <p>KW</p> <p>Trustees</p>
7		<p><i>b) Communications Management- (Lead- Paul Turner)</i></p> <ul style="list-style-type: none"> • PT has emailed Neil Davies from the Scouts regarding his request to locate a storage unit near the tennis courts, community council are in favour but have suggested talking to the MUCH group and inviting him tonight's meeting. • PT continuing to update the website 	<p>PT</p> <p>PT</p>

		<ul style="list-style-type: none"> BBC filming with MAGOR group has been delayed due to a bereavement, but the representative should be back by the end of the week, PT will ensure the community hub is mentioned as well and welcomed any volunteers if they wanted to speak at the filming. Facebook- 200 likes- this can be used on the lottery bid LD circulated the results of the young person's survey 66 responded, but not all completed the whole survey, some may have been adults. LD advised she is organising a joint event with Connor from Magor barbers at the end of April regarding young person's mental health awareness. Future event relating to girl's body dysmorphia PT advised he had received an email today asking if MUCH wanted a stall at the May Fayre- suggested it could be a joint stall with the MAGOR group, joint raffle. Agreed this would be discussed at the trustees meeting next week. Villager- latest edition mainly related to the station with a short note on MUCH. SR suggested alternating it and having a foot note on the other project. Contacted by the living levels project organisation, wanted to publicise what they are doing with community hubs, huge amount of lottery monies available, 24 different strands to the project over a 4-year period and 2½ years to run. SK meeting them at Grazia on the 14th March 2019 and will show them the site, they are very interested in the old orchard and the species of apple trees. Also interested in pollinator and archaeological projects 	<p>All</p> <p>LD</p> <p>Trustees</p> <p>MUCH reps</p>
		<p><i>c)Policy and Admin- (Lead- Donovan Taylor)</i></p> <ul style="list-style-type: none"> As DT has submitted his apologies due to illness limited updates were available, particularly as JL was also not present and she has been reviewing the charity paperwork. MB to telephone DT next week Possibly SK will require a discussion with JL This will be reviewed at next week's trustee meeting. 	Trustees
		<p><i>d)Building and Grounds Management- (Lead- Mike Burke)</i></p> <ul style="list-style-type: none"> Looked around the site, potential drainage issue- contacts provided for flood risk and land drainage Open hole into a drain, if MB meets with the contacts provided, he will get them to contact BT as well, BT can also raise this with MCC estates PT will share photos with BT- need to resolve to cover safety issues MB will be convening a meeting of the representatives from this group <p>6.40pm LD left the meeting</p>	<p>MB/BT</p> <p>PT/BT</p> <p>MB</p>
8.	Any Other Business	-BT advised S106 should be the usual 5-year arrangement, email sent earlier today with links. LS advised first link was showing a 404	

		<p>file or directory not found- BT advised if you access it via the planning application reference on the website you should be able to locate it then and all documents are on there with the s106 specified.</p> <p>-SK queried when work would commence for the houses, BT advised that they have consent from early February, some hedges have been cut back, MCC are expecting the £800k imminently and this will be held by MCC legal in trust.</p> <p>-Catch 22 situation as MCC need MUCH to find the balance of the monies before the tender is issued and MUCH need to know the likely cost, BT advised Quantity Surveyor estimate on plans was £1.4mln but detailed construction drawing still required.</p> <p>MB's working group need answers from the groups that intend to use the hub what they want from the hub, they also need to know what is included in the rough estimate.</p> <p>Agreed need a good firm figure to get the shell of the hub up</p> <p>Paper going to Cabinet in March- BT checked the agenda for the cabinet meeting and could not see this included on the agenda</p> <p>-Query when Vinegar Hill planning application will be submitted by Bovis- currently undertaking preliminary planning enquiries, there will be s106 but cannot bank on that monies to bridge the gap in funding for the hub</p>	MB/BT
9.	Date of next meeting	Wednesday 10 th April 2019 5.45 pm Innovation House MCC offices Magor	