



Meeting of Magor and Undy Community Hub (MUCH) Trustees

Virtual via Zoom

3rd December 2020 6.30pm

Attendees: Paul Turner (Chair), Mike Burke, Sian King, Sally Raggett, Linda Squire, Kevin Wright

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

Item	Subject	Decision / Action	Who
1.	Welcome and apologies for absence	None	
2	Declaration of interests	To be raised as & when required on the agenda	
3	Review minutes from the meeting held on the 3 rd November 2020	<p>The draft minutes were reviewed and all confirmed that they were accurate</p> <p>Covid bench & tree suggestion- SR to include on next MUCC agenda, not included on the last meeting</p> <p>A5 flyer on hold but will need changing</p> <p>Letter to Brewery Chief Exec regarding funding for overhauling orchard and paths- waiting until Jan 2021</p> <p>Letter to MUCC asking for them to support improvements to the paths- links to brewery wait until Jan 2021</p> <p>Defunct neighbourhood watch £1,400 donation received</p> <p>Amazon smiles publicity on website & social media- outstanding</p> <p>Magor & Undy Walkway station- recent Burns report included Magor as a new station</p> <p>Annual report-</p> <ul style="list-style-type: none"> on the website- LS to send link out to the Wider MUCH group Charity Commission submission- discovered not required to be submitted until the 31st March (will be updated for this date) <p>Centralisation of spreadsheets & documents- drafted for the MEMH if it works MUCH ones will be set up the same way</p>	<p>SR</p> <p>KW</p> <p>PT</p> <p>PT/LS/SR</p> <p>PT/KW</p> <p>LS</p> <p>PT/KW</p> <p>KW/MB</p>
4	Review and consider updates to the Action Tracker	Action tracker once anything has been actioned- all to update - 2 now green and LS will remove them from the front outstanding actions sheet	All

5	Review draft minutes from the AGM held on the 3rd November 2020	Draft minutes were approved as Trustees, but will remain as draft until next AGM	
6	Funding	Update from MCC, but further confirmation and clarification required, future presentation meeting to include all trustees. Archaeological report completed- copy to be requested from BT	KW/PT KW
7	Review of policies- Hire charges; GDPR, Safeguarding, Internal Financial Control & Events Planning	Agreed extra line to be included in Financial control policy, to mirror the memorial hall RESOLVED: - Unanimously to approve all the policies	
8	Review of MUCH working groups	RESOLVED: - to Add the Orchard group, remove Chelsea Moore, leave the rest the same LS to update & circulate & the revised list to be uploaded onto the website	LS PT
9	Any other business	Car park lights- comments received stating deterring anti-social and inappropriate behaviour on the site Latest articles re the hub have resulted in positive and negative comments on Facebook	
10	Date of next meeting	Tuesday 5 th January 2021 6pm via zoom if face to face not permitted under Covid restrictions	
11	Meeting closed	7pm	

Abbreviations

MUCH- Magor and Undy Community Hub
MAGOR- Magor Action Group on Rail
MUCC- Magor & Undy Community Council
MCC- Monmouthshire County Council
MEMH- Memorial Hall