



Meeting of Magor and Undy Community Hub (MUCH) Trustees

Virtual via Zoom

29th September 2020 4.50pm

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

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 25th August 2020	The draft minutes were reviewed and all confirmed that they were accurate	
4	Review and consider updates to the Action Tracker	No updates had been made to the action tracker during the month- Action- any actions that provide an update to be updated by individual trustees when it takes place. Code of conduct & register of interest- some forms still outstanding- SR, PT Lights to be chased up again	All
5	People & Places Stage 2 Lottery application	2 meetings have been held with MCC, one included Nathan Butler from the lottery who will assist with the process- 4-month timeline but could be extended Preference is to include a project plan, rather than complete the lottery documents JG- asked for copies of the lottery documents- PT to provide	KW/PT PT
6	Gathering villager input for Stage 2	Considered leaflet drop around Magor & Undy to include in stage 2- KW obtaining a quote- Return electronically or to Memorial hall post box, the Golden Lion or secretary address Use MUCC survey monkey as well Agreed- leaflet drop & online survey	KW

7	Fund raising 'Amazon Smiles'	Both MB & LS have received this, you have to register as an administration account, receive 0.5% on any purchases LS to look into registering	LS
8	Formal approval of the Equality & Diversity Policy	Agreed: - to adopt the policy, SK to add the adopted to the policy and send to PT to upload onto the website	SK/PT
9	Covid memorial bench & tree	Yellow magnolia suggested- flowers in April into the summer Action- LS/SR to raise with MUCC to fund this MB raised that the brewery has asked Frances Taylor how they can contribute to the village and suggested maybe it could be used for the orchard overhaul and the paths that the GWR funding would have been used for PT to raise with Frances	LS/SR PT
8	Any other business	Shortfall in funding for the hub- John Crook MUCC to be approached asking if MUCC would be willing to consider a PWLB (Public Works Loan Board) loan- to be requested to be included in October Council meeting AGM- per SK it is not required in the constitution <ul style="list-style-type: none"> • Should include appointment of chair • End of year financial accounts • Review of policies Code of conduct- MB emailed his to LS 4 th Sept 2020- LS to check if received Little Brew approached MCC re using the hub car park, they were refused, Frances suggested MUCH should be asked Agreed that MUCH will support this application	KW LS
9	Date of next meeting	Tuesday 3 rd November 2020 - via zoom: - <ul style="list-style-type: none"> • 5.30pm Memorial Hall • 6.00pm MUCH AGM • 6.30pm Normal MUCH monthly meeting 	
10	Meeting closed	5.41pm	

Abbreviations

BP- Business Plan

MUCH- Magor and Undy Community Hub

MAGOR- Magor Action Group on Rail

MUCC- Magor & Undy Community Council

MCC- Monmouthshire County Council

MEMH- Memorial Hall

TBD- to be determined

TBI- To be identified