



Meeting of Magor and Undy Community Hub (MUCH) Trustees

Virtual via Zoom

5th January 2021 6.30pm

Attendees: Paul Turner (Chair), Mike Burke, Sian King, Sally Raggett, Linda Squire, Kevin Wright, Joanne 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 & consider any dispensations for items on the agenda	To be raised as & when required on the agenda	
3	Review minutes from the meeting held on the 3rd December 2020	<p>The draft minutes were reviewed and all confirmed that they were accurate</p> <p>Covid bench & tree suggestion- SR requested to include on Jan 2021 MUCC agenda & on working group for the Muga</p> <p>Letter to Brewery Chief Exec regarding funding for overhauling orchard and paths- agreed due to the latest Covid restrictions to wait until Feb 2021</p> <p>Letter to MUCC asking for them to support improvements to the paths- links to brewery-agreed due to the latest Covid restrictions to wait until Feb 2021</p> <p>Amazon smiles publicity placed on website, social media-outstanding</p> <p>Annual report-</p> <ul style="list-style-type: none"> on the website- draft to be removed and PT to issue last month's summary of the year with a link to wider MUCH <p>Centralisation of spreadsheets & documents- drafted for the MEMH if it works MUCH ones will be set up the same way- Feb 2021</p>	<p>SR</p> <p>PT</p> <p>PT/LS/SR</p> <p>PT</p> <p>PT</p> <p>KW/MB</p>
4	Review and consider updates to the Action Tracker	<p>Action tracker once anything has been actioned- all to update.</p> <p>Items raised are included in the review of the minutes from December 2020.</p> <p>MUCC grant application- SR declared an interest, when this was discussed- suggestions for use- archaeological report and</p>	<p>All</p> <p>KW</p>

		crossing study	
5	Finance update	No transactions in December, £17,617 in the bank, grant application for £5k to MUCC to be requested in January Amazon smiles- notification will be received once a certain amount is reached & then every 3 months	KW
6	Orchard update	Labelling of trees finished, replacement trees could not be collected because of Covid, these will be replanted when they become available. Rob Graham is going to plant some bluebells and other wild flowers	
7	Funding update & progress with planning pre-requisites and possible building contractor	MCC still waiting for confirmation. Concern re estimate higher than before- LS interested to look at with maybe 2 other trustees and compare with other projects she is working on. Query that it may need to go out to tender to obtain a better cost. Hoping to have a zoom meeting with Nathan Butler- National Lottery in Jan 2021	KW/PT LS & 2 PT/KW
7	MUCH working groups- Agree Orchard group remit & review the remit of the other working groups	PT to email GC if he still wants to lead the orchard group, MB happy to get more involved or lead Remit of Orchard: - 'To improve the orchard without detracting from the hub' Remit of other groups: - <ul style="list-style-type: none"> • create a new group' All Trustees led by the Chairman' and transfer Business plan from Policies to this new group • Delete budgets from the Policies group as this is covered by Financial Management in the Resources Management group • Another potential volunteer for the orchard group, who has an allotment by the tennis courts- KW trying to contact LS to update the working group list- review again when funding is clearer	PT KW LS
9	Any other business	Review of constitution- was due in October 2020 in accordance with the website AGREED: unanimously that no alterations are required Minutes on the website- nothing since March 2020- LS to check and forward approved mins to PT to upload Events on the website- no year specified could appear to others that events are planned- PT to update Becky from Living Levels has asked if we would like a statue on the site/orchard as part of the Living levels sculpture trail. AGREED: - All in favour but need to decide what could be installed- SK to investigate through her history groups and other research	LS PT SK
10	Date of next meeting	Tuesday 2 nd February 2021 6pm via zoom Focus on action Tracker as Memorial Hall AGM also required	
11	Meeting closed	7.18pm	

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