

Charity Number is 1185780



Meeting of Magor and Undy Community Hub (MUCH) Trustees

At the function room Golden Lion

11th January 2023 7pm

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

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, introductions and apologies for absence	Apologies- Jo Gillard	
2	Declaration of interests & consider any dispensations for items on the agenda	None raised or requested.	
3	Review draft minutes from the last trustee meeting on the 16th November 2022	<p>The draft minutes were reviewed all confirmed that they were accurate.</p> <p><u>Outstanding action from the July 2022 minutes</u> Braille on signage query- MB checked £500 included for signage but not specific for braille- surprised due to the disability requirements.</p> <p><u>Outstanding action from the August 2022 minutes</u> GAVO Chris Irving Youth volunteering Officer has emailed, he/she only works Tuesday & Wednesdays. AGREED LS to have a preliminary conversation with him/her and feedback- dates provided to Chris but no response, to be chased up again.</p> <p><u>Actions from October 2022 minutes</u> Cinema equipment- MB to look into later in 2023.</p> <p><u>JJ-(Kier) Actions: updated 11.1.23.</u></p> <ul style="list-style-type: none"> • Continue with taking photos, some shared. • Try and source a timelapse video- not going to happen. • Provide Up to date visuals of the finished building. • Check if Flood lights are motion sensitive- they are not. <p><u>Actions from November 2022 minutes</u> MUTC-</p> <ul style="list-style-type: none"> • waiting for £5k (previously ear marked) to be received, if all of this is not required for the solicitors costs it can be used for the fitting out of the Hub. • funding request towards paying for a manager & paying towards the equipment fund £30k for 2023-4 & £20k 2024- 	<p style="text-align: right;">LS</p> <p style="text-align: right;">MB</p> <p style="text-align: right;">LS</p> <p style="text-align: right;">MB</p> <p style="text-align: right;">JJ</p>

		5- waiting on MUTC meeting in Jan 2023.	
4	Finance current financial position	<p>The Treasurer advised that the bank balance was £14,089 the Frost fayre prizes had cost £199 and £115 had been received from raffle tickets, but it was more about raising awareness rather than covering the cost. Also finding out what people wanted and if they wanted to volunteer.</p> <p>The wassailing costs have not been claimed yet.</p> <p>Solicitors' costs approx. £1,200, less than the £5k anticipated.</p> <p>Lease has been agreed with MCC this week, once the final version is received it will be circulated to all trustees, 2 trustee signatures required.</p>	<p>KW</p> <p>PT/KW</p>
5	Project update	<p>Project meeting held today 11.1.23, first part of the concrete is in for the foyer area. 5-day delay due to cold weather, but still expecting to finish on the same end date</p> <p>Groundwork & drains almost complete. Tree moving may be March because of the wet weather.</p> <p>Puffin crossing- there has been an issue with the gully collapse, although there is still time to complete this, but the building cannot open until the crossing is installed. There is a 16-week lead time & 4 weeks to complete it</p> <p>The electric vehicle charging has moved to a different location and there will be 2 sockets.</p> <p>Telecoms BT duct into the plant room</p> <p>Locks- master keys for main areas and sub masters- general areas for trusted groups</p> <p>Door signage- Welsh language first, short names for the halls.</p> <p>External sign:- Yr Hyb, if we had the full name, it would be too long.</p> <p>Pictorial signage for the toilets</p> <p>Internal design & colour schemes- a colour will be chosen to match the floors and a designer will not be paid to select these. Big vinyl's can be used to decorate.</p> <p>DDi for the kitchen- raising & lowering the hob.</p> <p>Money received by MCC from WG to pay Kier by the end of March.</p> <p>Undy school attended approx. 20 children and signed some of the steel, Kier have been into a reception class at Magor School.</p> <p>Ground-breaking ceremony planned 24.1.2023 am, time to be finalised, WG, MCC, MUCH representatives.</p> <p>From the 23.1.2023 should start to see the roofing going up and the walls</p>	PT/KW/MB
6	Building Group	Hopefully, the next meeting will take place w/c 16.1.2023	MB
7	Wassailing event update	<p>Flo Maskell from Living Levels has completed the risk assessment.</p> <p>All helpers to meet at 6pm at the front of the compound.</p> <p>There will be Morris dancers, storyteller/wassail queen, attendees will be led with flaming torches into the orchard. Toast soaked in cider will be hung on the trees.</p> <p>SK & LS will issue the tickets- £2 for adults, children free, 3 drinks per adult, mulled cider, tea/coffee, soft drinks (donated by living levels). Urn from the Mem hall and LS to borrow 2 others. Hi viz waistcoats will be available. KW will bring a cash float. 2 orchard volunteers and Living levels representatives will act as fire</p>	KW

		marshalls.	
8	Any other business	No other business	
9	Date of next meeting	Wednesday 8 th February 2023-7pm, after the Memorial Hall AGM Function room upstairs in The Golden Lion	
10	Meeting closed	7.35pm	

Abbreviations

MUCH- Magor and Undy Community Hub

MAGOR- Magor Action Group on Rail

MUCC- Magor & Undy Community Council

MUTC Magor & Undy Town Council (became a Town May 2022)

WG- Welsh Government

MCC- Monmouthshire County Council

MEMH- Memorial Hall

MAD- Magor Amateur Dramatics