



## Meeting of Magor and Undy Community Hub (MUCH) Trustees

**At the function room Golden Lion**

**15<sup>th</sup> March 2023 7pm**

**Attendees:** Paul Turner (Chair), Mike Burke, Sian King, Sally Raggett, Kevin Wright (Treasurer), Linda Squire (Secretary), Cllr Penny Kirkham (MUTC) & Julie Walsh

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

Item	Subject	Decision / Action	Who
1.	<b>Welcome, introductions and apologies for absence</b>	Apologies- Jo Gillard.	
2	<b>Declaration of interests &amp; consider any dispensations for items on the agenda</b>	None raised or requested.	
3	<b>Review draft minutes from the last trustee meeting on the 8<sup>th</sup> February 2023</b>	<p>The draft minutes were reviewed all confirmed that they were accurate.</p> <p><u>Actions from October 2022 minutes</u> Cinema equipment- MB to look into later in 2023.</p> <p><u>Actions from November 2022 minutes</u> MUTC-</p> <ul style="list-style-type: none"> <li>• funding request towards paying for a manager &amp; paying towards the equipment fund £30k for 2023-4 &amp; £20k 2024-5- update later in the notes.</li> </ul> <p>Actions from February 2023</p> <ul style="list-style-type: none"> <li>• LS unable to access the website- LS/PT to resolve.</li> <li>• Wording provided at the March meeting for the February minutes relating to solicitor's costs.</li> <li>• Final draft Lease agreement to be received from MCC.</li> <li>• Mon Life meeting- no contact to LS yet</li> <li>• Sportswriter/welsh speaker approached to assist with user friendly publications/advertising- confirmed he is willing to assist.</li> <li>• Open Day plan</li> <li>• Living levels Touch screens/kiosks funding bid- advised if enough money that they will assist.</li> <li>• Defibrillator contact details to be provided.</li> </ul>	<p style="text-align: right;"><b>MB</b></p> <p style="text-align: right;"><b>KW</b></p> <p style="text-align: right;"><b>LS/PT</b></p> <p style="text-align: right;"><b>PT/KW</b></p> <p style="text-align: right;"><b>PT/KW/ MB LS</b></p> <p style="text-align: right;"><b>All</b></p> <p style="text-align: right;"><b>SK PK</b></p>
4	<b>Finance current financial</b>	The Treasurer advised that the bank balance was £18,911, as £5k has been received from MUTC.	<b>KW</b>

	<b>position</b>	Solicitors' payment to be made.	
5	<b>Hire Structures</b>	<p>KW outlined the previous comparison hall charges and some of their criteria, such as villagers/non villagers chargers , regular user rates and restrictions regarding adult &amp; teenager parties.</p> <p>LS advised that her Council operates 3 levels of charges- Not for profit organisations/community use/business.</p> <p>SR provided some comparative charges which range from £11-£18 per hour &amp; another being £250 for the night, with clearing up the same night.</p> <p>Advised 20 regular users have expressed an interest in hiring the Hyb.</p> <p>IT WAS AGREED to hold a separate workshop to discuss this -SR to arrange and invite PK, wider MUCH &amp; building grp.</p>	<b>SR</b>
6	<b>Keypad entry &amp; linked security system</b>	Advised need to check with Kier how it will link into a keypad entry system.	<b>PT/KW/MB</b>
7	<b>Hall master</b>	This will be trialled for the Memorial Hall first before considering it for the Hyb	<b>PT/KW</b>
8	<b>Project update</b>	<p>Kier are on track, starting internals, roof will go on by the 17.3.2023. Main double doors of the hall moved off the expansion joint.</p> <p>BT fibre line ordered &amp; permission given to explore with Ogi the Wi-Fi.</p> <p>White good appliances need to be A+ standard.</p> <p>Colour scheme &amp; flooring provisionally chosen, confirmed at tonight's meeting.</p> <p>Pelican crossing has not slowed anything up.</p> <p>Concerns raised regarding previous 16 week lead time &amp; that the Hyb cannot open until the crossing is installed and operational- this will be raised a the next meeting with Kier.</p> <p>Kier would like MUCH representatives/building group to visit the building regularly prior to the training for using the Hyb.</p>	<p><b>PT/KW/MB</b></p> <p><b>PT/KW/MB</b></p>
9	<b>Building Group</b>	<p>Offered more furniture- PT/KW &amp; MB visited Nantgarw College- 17 tables 1.6x6m- transport to be arranged to get them to the storage site in Caldicot.</p> <p>Taken on a tour of the media area and as they have trained photographers whether we could ask them if they would like to take photos of our area and use them for the photos &amp; vinyls in the Hyb</p> <p>MB will follow it up.</p> <p>Last months building group missed due to unfortunate circumstances.</p>	<b>MB</b>
10	<b>Assistance with grant funding applications</b>	<p>Julie Walsh considered the list of items required, advised crockery had been missed from the list for the kitchen.</p> <p>There are several grants that could be applied for and JW will consider it in more detail and come back to us.</p>	<b>JW</b>

11	<b>Future Events</b>	<p>Future events were considered:-</p> <p>Race Night- 29<sup>th</sup> July 2023 at the Memorial Hall, AGREED to raise Funds for the youth at the Hyb – games, football table/table tennis table. SR to try &amp; get Kier to sponsor a race.</p> <p>Duck Race- 17<sup>th</sup> June 2023- preferred date- KW &amp; LS not available, Living levels can provide their gazebos but will not be able to assist.</p> <p>School fetes both on the 7<sup>th</sup> July 2023</p> <p>Possible coffee mornings- ladies specific/men specific- to be arranged.</p>	<p><b>SR</b></p> <p><b>SR</b></p> <p><b>SR</b></p>
12	<b>Any other business</b>	<p>Reminder for May Fayre magazine- info to be provided by the 17.3.2023- previously agreed that we would not have a stall.</p> <p>MUTC- Funding request for manager- PK advised to submit request form asap.</p> <p>PK provided an update on the Coronation event- there will be a small gift for children, the event will take place Monday 8<sup>th</sup> May 2023 2-5pm in the square, they may invite volunteer groups to publicise what they do.</p> <p>Entertainment will be aimed at children, it will be people bringing their own food and some local businesses selling food.</p>	<b>KW</b>
13	<b>Date of next meetings</b>	<p>Wednesday 12<sup>th</sup> April 2023-6.30pm MUCH Trustees AGM -7.15pm MUCH Trustees normal monthly meeting</p> <p>Wednesday 10th May 2023-6.30pm Memorial Hall 7pm MUCH Trustees in the Function room upstairs in The Golden Lion</p>	
14	<b>Meeting closed</b>	8.12pm	

### 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