

Meeting Title:	Magor Action Group on Rail (MAGOR) Committee Meeting
	17 October 2019
Time:	19:30 hours
Place:	Function Room, The Golden Lion
Chair:	Laurence Hando
Attendees:	Laurence Hando (LH), Peter Wilson (PW), Ted Hand (TH), Paul Turner (PT), Geoff Cook (GC) and John Crook (JC).
Apologies:	We received apologies from Dawn Turner (DT), Jessica Morden MP (JM), Jo Godding (JG), Paul Godding (PG), Frances Taylor (FT), Julie Wilson (JW) and Lisa Dymock (LD).

Item 1 - Review of the Minutes

The minutes of 19 September 2019 meeting were accepted as a true record of the meeting subject to two minor corrections.

ACTION 1/1710 1: DT to amend minutes correcting name spelling of KS and change Caldicot to Undy with regard cycle path route, and to issue minutes as a record of final version – 21 October.

The following additions were made with regard the action tracker and will be reflected in the action tracker attached to the minutes:

2/1909 – TJ to attend November meeting.

3/1909 – FT did not attend the meeting but provided an update to PT Friday 18 October and advised that action was being progressed and will provide an update for November meeting.

4/1909 1 – PT to raise with FT to confirm action required.

4/1909 2 – PT advised that further to action taken already he would raise again with JM on Friday 25 October.

ACTION 1/1710 2: PT to raise engagement with GC with JM – 25 October.

5/1909 1 – First meeting arranged 01 November with RCC and will include as a Hywel Price representative from MCC. It is anticipated this will be the first of a number of meetings. Action noted as complete.

5/1909 2 – TH to write again to DO as no response and will include cc to Cllr. David Dovey (DD).

6/1909 2 – FT has advised that the action is complete, and was noted as such by committee.

8/1909, 9/1909, 10/1909, 11/909 – Noted as complete with further updates as part of agenda.

Please note that any actions stated as complete in the action tracker or noted as complete above will not be included in future action trackers.

Item 2 – Matters arising

Review Support Letters

The committee reviewed the letters circulated with the agenda and minutes. The committee agreed that the standard letter would be addressed to the first minister Mark Dreyford (MD) (after amendments as discussed at meeting).

ACTION 2/1710 1: PT to amend letter to include with letter to supporters asking them to write to the first minister with regard MAGOR – 21 October.

The committee agreed that the supports letter would be distributed to all local business small through to large.

ACTION 2/1710 2: TH, GC and JC to identify and finalise a list of local businesses and to support this activity they would consult the editor of the villager who may already have a list – asap but before next meeting.

ACTION 2/1710 3: LH to print letters and distribute to businesses on list – asap but before next meeting.

Frost Fayre

It was confirmed that JW had completed action 10/1909 with regard booking the stalls for the Frost Fayre.

Decision: The committee agreed, as last time, to conduct a joint raffle and promotion between the MAGOR and MUCH stalls, this would include the purchase of a star prize of a toy train set.

Details of responsibilities to be discussed at November meeting.

ACTION 3/1710 1: DT to include Frost Fayre on the next agenda – November.

ACTION 3/1710 2: TH to purchase the train set and JW to refund TH out of MAGOR funds on provision of receipt.

Other matters arising

There were no other matters arising.

Item 3 - Correspondence

We had received a receipt of the membership of Rail Future magazine. The expense will be recorded by the treasurer.

Item 4 – Committee Reports

1. Grip 3 Funding

As reflected in the action tracker funding being pursued at every opportunity and through multiple routes but still no funding received although positive verbal support still be received. Further updates to be provided at November meeting.

2. Engagement with local government

PT and TH met Christin Schmidt (CS) Transport Office at MCC in the morning of 17 October. It was agreed that TH would ask JM if CS and other parties could attend the meeting with the Welsh Government Rail Official (James Hooker (JH)) on 25 October. The other parties included representation from Network Rail, Mott McDonald and Paul Matthews (CEO MCC). Subsequent to meeting JM has confirmed that attendance as requested is allowed and encouraged. The meeting will take place at the constituency offices. The purpose of the meeting is to be provided with the reason why MAGOR has not been included in the current programme of proposed new stations and what "MAGOR will be included in the corridor" means in reality.

ACTION 4/1710: TH to work with CS to complete invitations and attend meeting alongside PT – 25 October

3. Engagement with Welsh government

It was restated that letters have gone to KS from FT, Peter Fox (leader of the Council) (PF) and JG on behalf of the group. Replies received were consistent in explaining that progress is subject to the M4 commission enquiry.

PT/TH are meeting Welsh Assembly members Mark Reckless (MR) and David Rowlands (DR) Friday 18 October. Update to be provided at next meeting.

TH had received a reply from DJ confirming that she was still pursuing the minister with regard MAGOR and Grip 3 funding.

Because of the continued reference to the M4 Commission MAGOR has drafted a letter to the commission seeking engagement with commission as MAGOR is a significant stakeholder.

ACTION 5/1710: PT to finalise letter and DT as secretariat to send – 21 October.

4. Engagement with Central government

Nothing to report this time.

5. Engagement with Local Businesses

In addition to the letters to business as detailed above as part of ongoing actions, TH has written to INBEV (local brewery) seeking engagement in MAGOR. This letter was highlighted to JM who has also been seeking engagement in general with INBEV as well as specifically on the matter of MAGOR.

ACTION 6/1710: TH to provide update at next meeting and or further follow up with JM depending on response - November.

6. Engagement with Transport Groups

Noting the payment to Rail Future it was agreed that TH / PT would write to Rail Future expressing our concerns that despite our membership we have received little support or publicity for the MAGOR project. The letter will explain that we would expect them to be more proactive with reporting MAGOR activity considering the attention it is receiving with Welsh Government and Department for Transport.

ACTION 7/1710: TH / PT to send letter and update committee on response at next meeting.

7. Engagement with Local Schools

PW proposed that any engagement with the two schools should start in the New Year (2020) due to other pressures leading up to Christmas. This was agreed in principle however it was agreed that a letter should go to both schools outlining the ideas we had in mind to be picked up in the new year (recognizing this was a MAGOR and MUCH joint engagement).

ACTION 8/1710: TH and LD to compose letter and send.

8. Finance

JW provided a Finance Report via PW. MAGOR has two accounts with the following balances:

- Current £608.61
- Savings £2141.19

Total funds available is therefore £2749.80.

Expenditure in the month had been £40 for Frost Fayre stalls and £25 for Rail Future.

Item 6 – 2019/2020 Plan Review

Following the discussions above updated milestones were agreed.

ACTION 9/1710: PT to update plan and include on the website. Electronic copy will be circulated with agenda for next meeting for information.

Item 7 – Any other business

- a. Committee members sent their best wishes to Sam Knight and his wife with regard a speedy recovery from recent illnesses.
- b. PT reported that the MUCH group had received charitable status as a CIO – Charitable Incorporated Organisation.
- c. A promotional sign, from approval, had been erected on the three-field site.
- d. TH reported that Phil Inksip (PI), former member of the group who stepped back in 2017, was offering help to the group when needed.
- e. John Crook asked if the current usage of the car park on the three-field site be reviewed in conjunction with MCC in order to ensure good communications can be delivered to those using it as it is likely that they will not be able to use it in the same fashion in the future once the hub is being built. Further it was agreed that the whole car parking situation in Magor and Undy needed reviewing.

ACTION 10/1710: PT to raise with CS and involve both Cllrs JM and JG.

Item 8 – Future MAGOR meetings

The next three meetings were confirmed as follows:

21 November 2019

19 December 2019

16 January 2020

The meeting closed at 20:45.

ACTION TRACKER

No.	Description	Owner of action and complete by	Status
Actions from meeting held 17 October 2019			
1/1710	<ol style="list-style-type: none"> Minutes were reviewed and two amendments identified. PT advised that further to action taken already with regard Grant Chapps engagement he would raise again with JM on Friday 25 October 	<ol style="list-style-type: none"> DT to amend minutes correcting name spelling of KS and change Caldicot to Undy with regard cycle path route, and to issue minutes as a record of final version – 21 October. PT to raise engagement with GC with JM – 25 October. 	<p>Complete</p> <p>Minutes circulated 19 October.</p> <p>Complete</p> <p>Meeting took place with JM 25 October – PT to update as part of committee reports on agenda.</p>
2/1710	<p>Business Support Letters – address standard letter to the first minister Mark Dreyford (MD) and amend per committee discussion.</p> <p>The committee agreed that the supports letter would be distributed to all local business small through to large. Editor of Villager to be contacted hopefully for ready-made list.</p>	<ol style="list-style-type: none"> PT to amend letter to include with letter to supporters asking them to write to the first minister with regard MAGOR – 21 October. TH, GC and JC to provide list local businesses to send letters to LH to print letters and distribute 	<p>Complete</p> <p>Sent to LH 19 October.</p> <p>Status unknown</p> <p>Update to be provided at meeting</p> <p>Status unknown</p> <p>Update to be provided at meeting</p>

3/1710	<p>Details of responsibilities at Frost Fayre to be discussed at November meeting.</p> <p>Purchase Toy Train Set for Start Prize, as per previous years.</p>	<ol style="list-style-type: none"> 1. DT to include Frost Fayre on the next agenda – November. 2. TH to purchase the train set and JW to refund TH out of MAGOR funds on provision of receipt. 	<p>Complete</p> <p>DT sent LH draft Agenda 19 October</p> <p>Not started</p>
4/1710	<p>Meeting with the Welsh Government Rail Official (James Hooker (JH)) on 25 October to include CS and other parties – Network Rail, Mott McDonald and Paul Matthews (PM)</p>	<p>TH to work with CS to complete invitations and attend meeting alongside PT – 25 October</p>	<p>Complete</p> <p>Meeting was attended and update to be provided at November meeting as part of Committee Reports</p>
5/1710	<p>Because of the continued reference to the M4 Commission MAGOR has drafted a letter to the commission seeking engagement with commission as MAGOR is a significant stakeholder.</p>	<p>PT to finalise letter and DT as secretariat to send – 21 October.</p>	<p>Complete</p> <p>DT sent letter 21 October.</p> <p>Outcome to be discussed at November meeting</p>
6/1710	<p>Engagement with INBEV local brewery – TH written again and JM also seeking engagement.</p>	<p>TH to provide update at next meeting and or further follow up with JM depending on response - November</p>	<p>In progress</p> <p>To be discussed at November meeting</p>
7/1710	<p>Future Rail – letter to be sent to raise concerns about lack of articles on MAGOR</p>	<p>TH / PT to send letter and update committee on</p>	<p>Complete</p> <p>TH wrote to Railfuture on 30th October.</p>

		response at next meeting	No response as of 14/11/19, when TH did follow up email
8/1710	Agreement to postpone actions with schools until 2020 but to send a letter with idea proposals.	TH and LD to compose letter and send	Status unknown Update to be provided at meeting
9/1710	Following the discussions at meeting milestones on 2019/2020 plan can be updated.	PT to update plan and include on the website. Electronic copy will be circulated with agenda for next meeting for information	Complete Milestone plan complete 30 October and circulated with November meeting agenda 21 November 2019
10/1710	Review of three-field site car parking and all Undy and Magor car parking required to ensure good communication and to enable planning for future needs.	PT to raise with CS and involve both Cllrs FT and LD	In Progress PT wrote to Roger Hoggins on 6th November. No response as of 18th November when PT wrote a follow up email
Actions from meeting held 19 September 2019			
1/1909	Roger Goldsworthy General Manager of Ty Hotel at Magor suggested MAGOR should meet with the CEO of Celtic Manor, Ian Edwards.	TH and PT to pursue a meeting during October with IE.	In Progress Meeting postponed to 8th November when PT met Ian Edwards. Report at November meeting
2/1909	Tim James (TJ), Client Relationship Director for Alan Griffiths Contractors, requested to meet MAGOR.	LH to invite Tim James to the next MAGOR meeting in October.	In progress TJ invited to November meeting but is not attending.
3/1909	The M4 commission was established after	FT to seek engagement, with the	In Progress

	the decision in June not to support the south route and has 6 months to conclude its recommendations. MAGOR should be engaged with but has yet been contacted or been the opportunity to engage.	M4 commission for an opportunity to input into their option for reducing congestion, in October.	FT pursuing engagement – update at next meeting. Also see action 5/1710.
4/1909	Securing MAGOR station site and proposition - engagement required with MCC on Local Development Plan and new Transport Minister Grant Chapps to follow up discussions with predecessor.	1. PT to liaise with FT to make appropriate submission on LDP to MCC – October.	Not started Clarification needed on whether action still required.
5/1909	Following discussion regarding information from the meeting of Strategic Rail Group further engagements were agreed.	1. TH to reconnect with Dan Oakey, Stakeholder Manager for SE Wales from GWR. Update at next meeting 2. TH to arrange a meeting in the next two to three months with Transport for Wales – contacts Paul Chase and Lois Parkes. Update at next meeting.	Completed TH to write again to DO as no response and will include cc to Cllr. David Dovey (DD). TH to update. Not started Will be after SEW Transport Commission workshops
7/1909	The committee decided to submit gathered signatures to the petition commission for review.	JW to submit signatures to petition commission – by December 2019	Not due

