

## **MCG - Access and Administrator Information**

### **Charity Commission**

Full Access: Richard Wane

Admin Access: Tom Merchant

### **Main MCG Website (Wix) <https://www.maresfieldconservationgroup.org/>**

Admin: Tom Merchant

(Committee Sign-In: A22Maresfield)

Back Office Manager/Events Manager: Richard Wane

### **History Site (tbc):**

Provider : midphase.com (prototype site on JeH shared server)

Admin : Jeremy Hendy

### **Maresfield.org domain registration**

Provider : namecheap.com

Admin : Jeremy Hendy

### **Maresfield.org domain name servers**

Provider : midphase.com (interim on JeH shared server)

Admin : Jeremy Hendy

### **Maresfield.org email configuration (forwarders and/or email boxes)**

Provider : midphase.com (interim on JeH shared server)

Admin : Jeremy Hendy

### **Email addresses**

1. [maresfieldconservation@gmail.com](mailto:maresfieldconservation@gmail.com)

Admin: Tracie Coe

2. [MaresfieldPhotos@gmail.com](mailto:MaresfieldPhotos@gmail.com)

Admin: Tom Merchant – used for photo competition entries

3. [committee@maresfield.org](mailto:committee@maresfield.org)

Distribution list / email forwarder

Admin: Jeremy Hendy

4. [chair@maresfield.org](mailto:chair@maresfield.org)

Email account (send & receive) for use by current Chair

Admin: Jeremy Hendy

5. [treasurer@maresfield.org](mailto:treasurer@maresfield.org)

Email forwarder to current treasurer personal email

Admin: Jeremy Hendy

6. [history@maresfield.org](mailto:history@maresfield.org)

Email forwarder to history site team (currently JeH)

Admin: Jeremy Hendy

### **WhatsApp**

Admin: Jo Lawrance

### **Facebook**

Admins: Caro Shaw / Tracie Coe

### **Bank Accounts**

HSBC – Signatories: Terence Brady, Bruce Milton (each authorised to conduct online banking)

The Charity Bank – Signatories: Terence Brady, Caro Shaw, Richard Wane (any two from three authorised)

### **MemberMojo**

Super Admin: Tracie Coe

Admin: Richard Wane

### **Stripe**

Super Admin: Richard Wane

Admins: Tom Merchant, Terence Brady

**Village Hall Bookings ([maresfieldvillagehall@gmail.com](mailto:maresfieldvillagehall@gmail.com))**

Bookings Contact: Richard Wane

Key Holder: Bruce Milton

Invoicing Contact: Terence Brady

Created: V1 November 2025

V2 : Jan 2026 JeH – added details of maresfield.org domain, emails & new history site