

**Minutes of an Annual Meeting of Usk Town Council**  
**held remotely on Zoom on Thursday 28<sup>th</sup> May 2020 at 6.00pm.**

**Meeting Link:**

<https://us02web.zoom.us/j/83697247081?pwd=WVRrRzV0T2pOTmg3N01mN1BsN1NRQT09>

**Meeting I D:** 836 9724 7081

**Present:** Cllr A. Leathwood, Cllr Mrs. C. Wilkinson C. Cllr Strong, Cllr M Evans, Cllr R Galletley, Cllr S. Williams, Cllr A Watkins, Cllr M Howells, Cllr G Roderick.  
Town Clerk Mrs. T Huxley, Mrs. D Richards

**1.1 Election of Mayor for 2020/2021**

**Resolved:** Mayor Elect Cllr Mrs. Chris Wilkinson was installed as Chairman for 2020/2021

**1.2 To receive the Mayor's DECLARATION OF ACCEPTANCE OF OFFICE**

**Resolved:** Cllr Mrs. Chris Wilkinson signed the Declaration of Acceptance of Office as Town Mayor.

**1.3 Election of Deputy Mayor 2020/2021**

**Resolved:** Cllr Tony Watkins was installed as Deputy Chairman 2020/2021

**1.4 To receive declarations of interest in items on the agenda.**

Cllr Galletley declared an interest in the appointment of the Town Constables

**1.5 To receive apologies for absence.**

All Councillors were present

**1.6 Retiring Chairman's report MAY 2019 - MAY 2020**

*"The nine months prior to COVID 19 were busy, with a total of forty-one official events both Civic and Community based. Those Civic duties, apart from our own Civic Service included the MCC Chairman's Dinner in Abergavenny, the Fly the Flag ceremony at County Hall and the signing of the Armed Forces Covenant, the first ceremony of its kind to formally support the Armed Forces, and their families, who are based in Gwent. There were AGM's of different Associations including the Scouts and award evenings including those of the recipients of the Chief Scouts Gold Award, GAVO's Community awards, Caerleon Comprehensives Annual Prize giving, an awards ceremony at Usk Primary School and the presentation events for Usk in Bloom and Open Gardens. I met the Wales in Bloom judges and attended the main awards ceremony in Ystradgynlais and of course in June visited as many of the Open Gardens as possible. There were memorable concerts by the Gwent Youth Orchestra and Gwent Community Choir and an afternoon of competitive entertainment by our own Buskelelies and other ukulele bands from the area. I opened the Summer Fair at the primary school and we entertained the Headmistress and staff at the Sessions House, very few had visited the building before and were suitably impressed. It was also a pleasure to help Sean Galletley celebrate his long service at the Co-op.*



*There were many outdoor events from street parties to our Summer Festival and August Bank Holiday Street Party in Bridge Street, a very successful first. We all attended the Usk Show but I was honoured to be given the task of judging the small business pavilions.*

*The Remembrance Parade and service in November was well attended and very moving so too was the sounding of the cannon at the eleventh hour of the eleventh day.*

*I read a lesson at the 75<sup>th</sup> anniversary service for HMP Prison Usk and on a less serious note became the butt of jokes at the Panto.*

*In December we held our much-anticipated Winter Festival which again was a great success although on this occasion there was no ride for the Mayor in Santa's sleigh.*

*Perhaps the most poignant events for me were linking up with two of my chosen charities. I had the privilege of spending an afternoon at Ty Hafen Children's Hospice, a very emotional experience, and so too was the day spent with the children from Chernobyl who delighted in the simple things. It was a pleasure to attend their little concert prior to their departure. Sadly because of the current circumstances, they will not be able to make the trip this year.*

*There were many fundraising events throughout the year, many official but some concerts or impromptu events organised for me by other generous individuals or groups. I am very grateful to them. The sum raised throughout the year was just over £4,000 a good amount though unfortunately three fundraisers had to be cancelled due to the virus.*

*Throughout all of this there were other important things going on. The Post Office in the Hub was officially opened jointly with the Chair of MCC. We installed Colin Jones as a new Honorary Burgess and embarked on a Master Plan in partnership with MCC and the Consultants ARUP. We have also had the task of fighting for our recycling centre to remain open*

*The rest of this Mayoral year has been a challenge for us all but we have learnt new skills, new ways of working that some of us would never have imagined we could master.*

*The way that the remainder of this year is going to pan out is uncertain but it is clear that UTC will deal with whatever difficulties come our way with humour and determination.*

*I would like to express my very sincere appreciation to Tracey, to Diane, who has had a baptism of fire in her first year, and Lyn for all their generous and unstinting support and of course to my Deputy, Cllr Tony Watkins and finally to you my fellow Councillors a huge vote of thanks, you rib me mercilessly but I know you always have my back."*

### **1.7 To receive Minutes of the Annual Meeting held on 13<sup>th</sup> May 2019**

**Resolved:** These had been approved as a true and accurate at the June 2019 Full Council Meeting

### **1.8 To review and formally adopt the model Code of Conduct**

**Resolved:** The Code of Conduct was formally adopted by Full Council

### **1.9 To review and formally adopt Standing Orders for 2020/2021**

**Resolved:** The Standing Orders were formally adopted by Full Council

### **2.0 Adoption of Income & Expenditure Report for 2020/2021 note S.137 Expenditure and Council Assets**

Cllr. Leathwood gave the Financial Report for the period of April 2019 to March 2020 - see attached.



Cllr Leathwood thanked the Responsible Finance Officer, Diane Richards who manages the finances on a daily basis and members of the Sub-Finance Committee for their work throughout the year.

The following was reviewed by Full Council

- Annual Return
- Auditors Report
- Income and Expenditure
- Balance sheet
- Annual Governance Statement
- Council Assets
- Section 137 spending

It was reported Year End figures have been internally audited.

**Resolved:**

- All of the above was approved and it was resolved to adopt the End of year Accounts for 2019/20
- The End of Year Accounts will be forwarded to the External Auditor.

**2.1 To Review of the Annual Risk Assessment**

**Resolved:** This was reviewed and adopted by Full Council & signed

**2.2 To confirm Insurance Cover Period from 31<sup>st</sup> March 2020 to 31<sup>st</sup> March 2021**

**Resolved:** This was confirmed by Full Council

**2.3 To remind members of the Independent Remuneration Panel for Wales Annual Report 2020**

**relating to Councillor Allowances – if Councillors wish to forgo allowances please submit in writing to the Clerk**

**Resolved:** Members to write to the clerk should they wish to forgo payment

**2.4 Proposals for appointments of members to committees and as representatives of local organizations.**

The list of present committees was revised - see enclosed list

**2.5 Nominations for Town Constables.**

Cllr. Roderick proposed Robert Hamer and Shaun Galletley retain their position as Town Constables for the coming year.

**Resolved:** All Cllrs were in favour. Cllr Galletley did not vote on this matter.

Robert Hamer and Sean Galletley will retain their positions as Town Constables for the coming year 2020/2021.

The meeting officially closed at 7.20pm

