



# *Usk Town Council*

The Sessions House, Maryport Street Usk NP15 1AD

## **Minutes of a meeting of Usk Town Council held remotely on Zoom Monday 11<sup>th</sup> October 2021 at 6.00pm**

**Present** Cllr Roderick, Cllr S Williams, Cllr A. Leathwood, Cllr M Howells, Cllr Galletley, Cllr H Graz, Cllr A Ivin, Cllr M. Evans, Cllr B Strong, Cllr A Watkins Mrs. D. Richards, Town Clerk Mrs. T Huxley

### **10.2 To accept apologies for absence.**

Cllr C. Wilkinson

### **10.3 To disclose personal and pecuniary interest in items of business listed below:**

Cllr Watkins disclosed an interest in relation to planning application DM/2021/01330 Hazelmere 6 Porthycarne Gate, Usk NP15 1RU

### **10.4 To approve the Minutes held on 13<sup>th</sup> September 2021**

The Minutes were approved as a true record and duly signed.

### **10.5 Matters arising from the Minutes of the meeting held 13<sup>th</sup> September 2021**

There were none.

### **10.6 To receive a report from the Sessions House Management Committee**

See report dated 7<sup>th</sup> October 2021

The Clerk informed filming of the period dram "Sanditon" in the Sessions House is scheduled to start on the 17<sup>th</sup> November until the 30<sup>th</sup> November.

### **10.7 To receive the monthly finance report for September 2021.**

The reconciliation for September 2021 showed no erroneous receipts or payments.

See Minutes of the Finance sub- committee dated 7<sup>th</sup> October 2021

The cost centre report was presented to Full Council

The following was recommended by the sub- finance committee

- £300 for a Halloween Party for local children to include food, drinks entertainment and prizes.
- Funding of a Christmas gift for Usk Primary School & Nursery children
- Donation of £50 towards the publishing of a book to celebrate the centenary of The Gwent Federation of Women's Institutes

All the above was approved by Full Council

It was reported Cllr Roderick has identified two possible sites for the defibrillator at Burrium Gate/Castle Oak area. These need to be checked for ownership and availability of power.

### **10.8 To receive an update on the External Audit 2021**

The Audit Office has advised there is a delay with the 2020/21 audit.



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**Resolved:** Following instruction from the Audit Office and despite not receiving a final Notice, UTC has published the Annual Return along with the Governance Statement on the Usk Town Council (UTC) website & noticeboard.

## **10.9 To receive the following Planning Applications.**

- a) **DM/2021/01446 3 St Mary's Way, Usk.** Replace corrugated steel roof on side utility with roof tiles. Insert two Velux windows. Replace single rear door with double doors. **Recommend Approval**
- b) **DM/2021/01261 5 Denbury Mews, Usk.** Install two conservation type skylights to existing bedroom and bathroom **Recommend Approval**
- c) **DM/2021/01262 5 Denbury Mews, Usk.** Listed planning approval for item above. **Recommend Approval**
- d) **DM/2021/01437 1A Ladyhill Usk Monmouthshire NP15 1SH**  
Addition of enclosed front porch and flat roof rear extension. **Recommend Approval**
- e) **DM/2021/01579 Listed Building Consent** 18 Maryport Street Usk Monmouthshire NP15 1AE Replacement of rear fire escape & Installation of side access gate. **Recommend Approval**
- f) **DM/2021/01330 Hazelmere 6 Porthycarne Gate, Usk NP15 1RU.** Alterations and extension to existing detached dwelling. **Recommend Approval**

## **11.0 To receive an update on the Masterplan for Usk**

Members met recently with Mon CC to discuss the plan. Following approval by Full Council, it will be presented to MCC's Economy & Development Select Committee after which it will be considered by Cabinet and adopted.

### **Resolved:**

- All councillors voted to adopt the plan.
- Clerk to notify Jane Lee Project Manager Regeneration & Placemaking of this decision.

## **11.1 To receive an update on the Digital Noticeboard**

### **Resolved:**

Cllr Williams reported the groundwork has been completed. He will now look to organize a training session.

## **11.2 To receive an update on the proposed markets on the site of the former Usk Household Recycling Centre (UHRC)**

Apparently, the tender evaluation is delayed due to the large number of submissions for the area.

**Resolved:** Waiting to hear from MCC whether UTC's bid is successful.



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## **11.3 To receive an update on Usk as a SMART Town**

It was reported that time is the main problem UTC faces with this project as the RDP programme ends in March 2022. UTC's application needs to be expanded to obtain LAG approval and procure someone to manage to project.

MCC's Regeneration Team plan to submit a bid to Welsh Government's Placemaking Fund to fund the purchase, installation/refreshing of public Wi-Fi/footfall counting units in all the five town centres. If successful, this would provide the core infrastructure required for future SMART Town developments.

**Resolved:** It was determined by UTC to wait, as this appears to be the best way to access this project.

**Cllr Strong left the meeting at this point.**

## **11.4 To receive a report from the Events Committee & an update on "Shop Local"**

Cllr Howells reported the following events are planned

- Halloween Party scheduled for Fri 29<sup>th</sup> October
- Christmas Lights 22<sup>nd</sup> November
- Casino Night 29<sup>th</sup> Jan 2022
- Queen's Platinum Jubilee plans in progress Friday 3<sup>rd</sup> June

### **MCC's Shop Local Initiative**

There is funding available from MCC for this initiative and Cllrs met with Mon CC and a few local businesses regarding proposed late-night shopping and pop-up markets in Bridge Street on the 4<sup>th</sup> December 10am to 10pm. This would necessitate a road closure in Bridge Street.

Following discussion, it was determined UTC will offer its support, & assist with the road closure application, but the event needs to be driven by the local businesses.

**Resolved:** Cllr Howells will contact the businesses outlining the key roles that need to be taken up by the businesses in order to move forward with the event.

## **11.5 To receive an update from NRW Discharge of Sewage into the River Usk**

**Resolved:** Angela Jones recently held a public meeting about this matter. UTC has contacted David Davies MP, to urge the matter be resolved.

## **11.6 To receive a report from The Usk & Raglan Community Support Network**

No update

## **11.7 To discuss removal of the kissing gate on the Conigar Walk in order to improve accessibility for wheelchair users and pushchairs**

**Resolved:** Clerk to contact MCC with the proposal

## **11.8 To approve Standing Orders in relation to**

- a) the addition of regulations regarding multi location meetings**
- b) the issuing of a short note within 7 days of the council meeting.**



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

## **11.9 To discuss the recent One Voice Wales/Keep Wales Tidy Seminar**

This was attended by Cllrs Roderick & Howells, The Clerk & Tim Southern

**Resolved:** To form a working party to further examine the following points

- a) Communication with Usk Community Hub, which is a hub for Caru Cymru.
- b) Examine how UTC may use the epicollect app.
- c) Engage with local businesses to nail down litter free zones
- d) Look at adopting the Lay-bys on the A449
- e) UTC to work more closely with MCC on their litter strategy and how affective it is in Usk
- f) Circulate the UTC's map of the location of the bins in Usk

## **12.0 To discuss the Welsh Government Consultation on local taxes for second homes & self-catering accommodation**

**Resolved:** Members will make individual comments on this matter

## **12.1 To receive an update on the dog fouling meeting & to discuss the proposed bin emptying service with Mon CC & Merlin Environmental Services Ltd.**

Representatives of the community dog fouling group & MCC met recently with Merlin Waste. It was identified a clear and proper contract is required in order to formalize arrangements and to ensure all Town & Community Councils are clear about costs and responsibilities.

**Resolved:** Following discussion UTC will accept the proposals and enter into a formal arrangement with MCC & Merlin Waste.

## **12.2 To inform members of the Welsh Government Active Travel promotion**

MCC's Active Travel Dept. has been awarded a grant from Welsh Government to help promote Active Travel across the county. MCC plans a campaign to ensure the safety of both cyclists & pedestrians. This includes

1. Cycling confidence sessions across the county (in collaboration with the Road Safety team).
2. A social media campaign for cycling safety
3. A video about using E-bikes safely (it is hoped MCC will rent out E-bikes through the Bentyg schemes)
4. Cycling safety sessions across the county – one per settlement
5. Engagement with members of the public

**Resolved:** UTC has contacted residents who may be interested in this project.

## **12.3 To inform Members of the Independent Remuneration Panel for Wales Draft Annual Report – February 2022**

**Resolved:** This was noted by Members

## **12.4 To receive The Clerk's update on**

- a) **Priory Street carriageway/car parking**



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Three Options regarding the parking in this area have been proposed by MCC

**Resolved:** Members to consider the options presented by MCC and inform the Clerk of their choice. There will be a majority decision.

**b) Dog Fouling meeting**

**Resolved:** To help reduce the incidence of dog fouling MCC plans to introduce new signs during the winter months. Cllrs were reminded of the Public Spaces Protection Order Survey

**c) Usk Food Kitchen**

**Resolved:** A letter of thanks has been received from the Usk Food Kitchen for UTC's donation of £100.

It was reported the kitchen has cooked and delivered over 5,000 meals for local people since its start last May. They now planning, to tackle loneliness, by offering a luncheon club and social afternoon each Tuesday and Thursday starting in November.

## **12.5 To receive an update on**

**a. Memorial Hall car park**

Update – Nine trial holes have been excavated on site. Some Roman artefacts have been exposed, on which CADW has requested further reporting. Once CADW have this information they will apply for the Scheduled Ancient Monument Consent. This can take up to thirteen weeks, however, CADW will accelerate the application.

The car park will be reopened to the public by end of the day Friday 15<sup>th</sup> October.

**b. Monmouthshire Councils Review of Parking in Usk – no update**

*By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the items listed on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

Council went into committee to discuss item 12.6 a)

## **12.6 To receive an update**

**a) The Priory Gatehouse**

Following discussion Council came out of Committee and returned to the main meeting.

## **Cllr Galletley left the meeting at this point**

## **12.7 Correspondence**

**From:** Request for funding from the Women's Institute

## **12.8 Any Other Business**

- Usk Town Councillor Vacancy notification has been published
- Speed watch -issues have been raised regarding the community project – to be discussed further at next month's council meeting.

There was no further business& the meeting finished at 7.40pm