



# *Usk Town Council*

The Sessions House, Maryport Street Usk NP15 1AD

**To the Mayor and Councillors, of Usk Town Council.**

**You are summoned to attend a Hybrid Annual Meeting to be held in Sessions House and via Zoom conferencing on Monday 16<sup>th</sup> May 2022 at 6.00pm**

**The business to be transacted is set out in the agenda below.**

**Tracey Huxley (Mrs.) Town Clerk**

Join Zoom Meeting

<https://us02web.zoom.us/j/85096142047?pwd=c0NDU005OUJVVWEk1ODdhTHNJSzVqUT09>

**Meeting ID:** 850 9614 2047

**Passcode:** 029586

**1.1 Chair's Announcements**

**a) To receive apologies for absence**

**1.2 Election of Mayor for 2022/23**

**a) Mayor to sign DECLARATION OF ACCEPTANCE OF OFFICE**

**1.3 Election of Deputy Mayor 2022/23**

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

**1.5 Retiring Chairman's report**

(Following this there will be a short interval whilst photographs are taken)

**1.6 Minutes of the Annual Meeting held on 28<sup>th</sup> May 2020.**

**To note the Minutes of last Annual Meeting held 10<sup>th</sup> May 2021 were adopted at the Ordinary held on Monday 8<sup>th</sup> June 2021**

**1.7 To review and formally adopt the model Code of Conduct.**

**1.8 To review and formally adopt Standing Orders for 2022/2023**

**1.9 To review and adopt Financial Regulations.**

**2.0 To review and adopt the Annual Risk Assessment**

**2.1 To review and adopt the following Council policies:**

- ❖ Freedom of Information
- ❖ General Privacy Notice



Mrs. Tracey Huxley Town Clerk

Mrs. Diane Richards - Sessions House Manager/Responsible Finance Officer  
Tel:01291 673011 E-mail: -clerk.usk@btconnect.com



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- ❖ Information & Data Protection Policy
- ❖ Press, Media & Publicity
- ❖ Safeguarding Policy
- ❖ Social Media Policy
- ❖ Complaints Policy

## **2.2 Adoption of Income & Expenditure Report for 2021/2022 note S.137 Expenditure and Council Assets**

**2.3 To review and adopt the Independent Remuneration Panel for Wales Annual Report 2022-2023 relating to Councillor Allowances – if councillors wish to forgo allowances, please submit in writing to the Clerk.**

**2.4 To review council's and staff subscriptions**

**2.5 To confirm Insurance Cover Period from 31<sup>st</sup> March 2022 to 31<sup>st</sup> March 2023.**

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

- ❖ Finance
- ❖ Planning
- ❖ Events
- ❖ Emergency
- ❖ Usk Masterplan
- ❖ Environmental
- ❖ General Emergency Committee
- ❖ Community Engagement
- ❖ Appraisal

**2.7 Nominations for Town Constables.**

**2.8 To Receive and adopt the Annual Report 2021/22**

**2.9 To determine the time and place of Ordinary Meetings of the Council up to and including the next Annual Meeting.**

