



# *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 15<sup>th</sup> May 2023 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/84624495401?pwd=SjhzNGtaRlN3QVZGaTZyNC9wT3VUdz09>

**Meeting ID:** 846 2449 5401

**Passcode:** Please contact the Clerk

### **1.1 Chair's Announcements**

**a) To receive apologies for absence**

### **1.2 Election of Mayor for 2023/24**

**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.**

**(There will be a short interval whilst photographs are taken)**

### **1.6 Minutes of the Annual Meeting held on 16<sup>th</sup> May 2022.**

**To note the Minutes of last Annual Meeting held 26<sup>h</sup> May 2021 were adopted at the Ordinary held on Monday 13<sup>th</sup> June 2023.**

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

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



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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## **2.2 Adoption of Income & Expenditure Report for 2022/2023 note S.137 Expenditure and Council Assets**

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

## **2.3 To adopt the Independent Remuneration Panel for Wales Annual Report (RPWAR) 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**

- One Voice Wales
- Society of Local Council Clerks

## **2.5 To confirm Insurance Cover Period from 31<sup>st</sup> March 2023 to 31<sup>st</sup> March 2024.**

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

## **2.7 Nominations for Town Constables.**

## **2.8 To Receive and adopt the Annual Report 2022/2023**

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

