

In the interests of transparency, minutes will be published in draft form within seven working days of the meeting. Please note that draft form minutes have not yet been formally approved by Councillors as a true and correct record of the meeting.

**Minutes of a Hybrid Meeting by Usk Town Council held in Sessions House
on Monday 13th March 2023 at 6.00pm**

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

Present Cllr. M Howells, Cllr A Ivin, Cllr G Roderick, Cllr K Peacock, Cllr D Harrison,
R.F.O Mrs. D. Richards, Town Clerk Mrs. T Huxley

21.1 To accept apologies for absence.

Cllr S. O'Brien

21.2 Public Open Forum

(15 minutes at the discretion of the Mayor.) Members of the public are invited to address the Council in relation to items on the agenda. A member of the public shall not speak for more than 5 minutes unless directed by the Chair. A question shall not require a response at the meeting nor start a debate on the question. The Chair may direct that a written or oral response be given.

21.3 To disclose personal and pecuniary interest in items of business listed below:

- Cllr Howells declared an interest in Item 21.9 Planning applications.
DM/2023/00270 & DM/2023/00271
- Cllr Roderick in Item 23 a) Management of Sessions House allotments

21.4 County Councillors participation

- Welsh Water has extended an invitation to UTC Members to visit Usk CSO / Graig Olway water works
- Following a recent, serious, cycling incident in Twyn Square, anti- slip signs have been put up and any further incidents need to be reported to MCC
- MCC plan to reinvest in the setting up of Town Teams within Monmouthshire

21.5 To approve the Minutes held on 13th February 2023

The Minutes were approved as a true and accurate record.

21.6 Matters arising from the Minutes of the meeting held 13th February 2023

There were none

21.7 To receive a report from the Sessions House Management Committee

See report dated Wednesday 8th March 2023

a) To discuss the Mather Jackson books

There are a number of duplicate Library books stored in the Sessions House cell.

Resolved: Clerk to discuss further with Trustees of the Mather Jackson Library

21.8 To receive the monthly finance report for 13th February 2023

The bank reconciliation for February 2023 showed no erroneous receipts or payments. See report dated 8th March 2023.

Resolved: Full Council agreed on the following

- a) Payment for the renewal of the Block Street Trading Licence at £516
- b) A donation of £200 to Ty Hafan (Local Government Act 1972, s137)
- c) To ask Gwent Young Farmers to steward for the King's Coronation Street Party in exchange for a donation.

It was agreed to arrange a separate meeting to discuss the Sessions House finances. Meeting arranged for Monday 20th March at 5.00pm.

21.9 To receive the following Planning Applications.

- a) **DM/2023/00124** 18 Castle Oak Usk NP15 1SG Conversion of single garage to living accommodation. **Recommend Approval**
- b) **DM/2023/00270** New Court Inn Hotel 62 Maryport Street Usk Monmouthshire NP15 1AD Alterations to existing Hotel to provide separate on-site living accommodate and new Hotel Kitchen facility. **Recommend Approval**
- c) **DM/2023/00271** New Court Inn Hotel 62 Maryport Street Usk Monmouthshire NP15 1AD LBC - Alterations to existing Hotel to provide separate on-site living accommodate and new Hotel Kitchen facility. **Recommend Approval**

22.0 To receive an update on the Masterplan for Usk

Resolved: The Steering Group is due to meet this coming Wednesday 15th March at 10.30am

22.1 To discuss the usage of the former Usk Household Recycling Centre (UHRC) site.

As potential

a) Community Fridge

The existing licence UTC has with MCC regarding the use of the former household & recycling centre site (UHRC) is due to expire in August 2023, when the site will be under review. As a consequence, Monmouthshire Sustainable Food partnership (SFP) has decided to hold on to the community fridge funding as the venue is not secure.

Resolved: UTC considers the setting up of a community fridge an important project and therefore, County Cllrs Howells & Kear will take this matter forward with MCC.

UTC Members will continue to visit other community fridges in Monmouthshire to see how they work. There is a visit scheduled for Monmouth Community fridge tomorrow.

- There is a Fridge Community Teams meeting on 22nd March at 7pm

b) Starter units

UTC is examining the prospect of providing some low-cost business units for local businesses to establish themselves in Usk without too much forward commitment..

C Cllrs Howells & Kear will introduce this idea to MCC

22.3 To receive an update on the Town Guide

Resolved: To date there has been four expressions of interest from local businesses

22.4 To receive a report from the Events Committee

Forthcoming events - in aid of Usk Mayor's Appeal

- Gig by Tim Southern Saturday 25th March 7.30 to 11.30pm Memorial Hall
- Cymanfa Ganu - Sunday 23rd April at 6pm.
- Crawfish Pie Gig at Sessions House– 14th Oct 2023

a) Update on the King's Coronation celebrations on the 7th May 2023

- Plans for the day are being put into place. There was a meeting with local businesses on the 6th March.
- For further details see meeting notes dated 6th March.
- UTC have been successful with their application for National Lottery Funding.

b) Presentation of Cheques/ Community awards

This is scheduled for Wednesday 10th May at Sessions House

22.5 To receive an update on Community Speed watch

No update

22.6 To receive an update on the Priory Gatehouse

Resolved: It was reported MCC are progressing with the works to prepare the specifications for the 'Urgent Works Notice' grant for the Gatehouse.

The structural engineer is to carry out the survey on the 21st March.

22.7 To receive an update on the installation of a defibrillator located near Ladyhill & Burruim Gate

A resident from Burruim Gate has offered to locate a defibrillator on the wall of their property, near to the main entrance to the estate which would provide easy 24 hr access.

Resolved: Clerk to follow up

22.8 To receive an update on the Town Clock

Resolved: No update. Discussions still ongoing.

22.9 To discuss correspondence from a resident

An email has been received from a resident regarding dog fouling and nuisance behaviour, along the riverside.

Resolved:

- Sue Parkinson MCC, has offered to put up some signs, and suggests Usk has an Action Day to raise awareness.
- UTC to discuss this further with MCC at the Dog Fouling meeting on Thursday 23rd March.
- It was reported MCC has installed some dog fouling signs at Usk School following a request from Usk Nursery.

23.0 To discuss the following

a) Conditions of the lease for new tenants at the Factory Lane allotments

Resolved: Following discussion it was resolved to introduce a refundable, security deposit of £50 to new allotment tenants.

b) Management of Sessions House allotments

Resolved: Cllr Ivin will make enquiries regarding the ownership of this land

Exclusion of Press and Public

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 23.1 & 23.2

23.1 To discuss the nominations for the Usk Town Councillor Vacancy

23.2 To receive the nominations for Usk Community Awards 2022

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

23.3 Correspondence

Email: Regarding Dog Fouling and nuisance behaviour, riverside, Usk

23.4 Matters of information

- **Full Council meeting** – the next Full Council meeting will be on Tuesday 11th April 2023 due to the Easter Bank Holiday
- **Chapter 8 Traffic Management Training-** booked for Monday 17th April 2023
- **Car Parking charges** – there will be a full review of car parking charges in the new financial year.
- **Usk Twinning Association**
Graben-Neudorf Twinning Members would like to visit the weekend of 8th – 10th September (Usk Show weekend) This matter to be discussed further following Usk twinning association's Annual Meeting
- **Usk in Bloom Meeting** Mon 20th March? At 6.15pm

There was no further business meeting closed at 8.20pm