

**Minutes of a Hybrid Meeting by Usk Town Council (UTC) held in Sessions House  
on Monday 12<sup>th</sup> February 2024 at 6.00pm**

**Present** Cllr Steve O'Brien, Cllr M. Howells, Cllr G Roderick, Cllr A .Ivin  
County Cllr Tony Kear, Town Clerk Mrs T Huxley

**17.9 To accept apologies for absence.**

Cllr. D Harrison, Cllr B Thomas, Cllr K. Peacock, RFO Diane Richards

**18.0 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.**

**18.1 To disclose personal and pecuniary interest in items of business listed below**

There were none

**18.2 County Councillors participation**

Cllrs Meirion Howells (MH) & Tony Kear (TK) reported the following

- Castle Street – there has been flooding issues at the bottom of Castle Street. MCC is investigating with a view to improving the drainage.
- Green Infrastructure enhancement schemes - MH met with MCC officers to help identify potential green sites for enhancement in Usk
- Potholes - MH has reported the numerous potholes around the town to MCC
- Persistent water leak – this has been identified outside a property on Monmouth Road - Welsh Water to investigate
- 20mph - rumble strips are being installed and necessary signage changed around the Town
- Usk Bridge - TK has written to Paul Keeble MCC to enquire as to what is happening with the repair of the bridge
- The Memorial Hall committee has made a formal request to MCC for designated parking bays for Memorial Hall users. It was noted the disabled bays outside the Centenary Hall have still not been redesigned

**18.3 To approve the Minutes of the Ordinary Meeting held on 15<sup>th</sup> January 2024**

The Minutes were approved as a true and accurate record.

**18.4 Matters arising from the Minutes of the meeting held 15<sup>th</sup> January 2024**

There were none

**18.5 To receive a report from the Sessions House Management Committee**

See report dated Wed 7<sup>th</sup> Feb 2024

Cllr O'Brien and Sessions House Manager, Diane Richards, met with Amanda Needham from Volute Architects (AN) to discuss essential works required outside the courtroom. AN considers the works required will be eligible for the Spring CADW Grant. There is an April/May deadline for grant

applications. AN has submitted a quote to UTC for preparation of the necessary report in order to apply for the grant.

**Resolved:** The quote and grant application to be discussed at the next Finance Meeting

### **18.6 To receive the monthly Finance report for January 2024**

Cllr Ivin reported the following

- The bank reconciliation for January showed no erroneous receipts
- No payments were made outside the normal monthly running costs or not previously agreed.

The following payments were agreed:

- £440 for refurbishment of the mayoral robes (Local Government Act 1972, s227)
- £74 for the commemorate plaque for the Town Clock (Parish Council Act 1957 s2)

**Resolved:**

- The final quote/decision for UTC Insurance will be discussed at the next Finance Meeting.
- Cllr Ivin to meet with Centurion to seek VAT advice
- Cllr Ivin asked for clarification on payments for the repair of the Town clock

### **18.7 To consider MCC's countywide forthcoming parking review**

**Resolved:** Following discussion, it was resolved Members will meet to discuss the many issues surrounding parking in Usk. Clerk to arrange

### **18.8 To receive the following Planning Applications**

- DM/2023/01772** 14 Porthycarne Street Usk Monmouthshire NP15 1RY  
Conversion of part ground floor plan consisting of former shop to residential use.  
**Recommend Approval**
- DM/2023/01341** 33 Maryport Street Usk Monmouthshire NP15 1AE  
Construction of a New Dwelling  
**Recommend Approval**
- DM/2024/00027**  
The Willows 20 Baron Street Usk Monmouthshire NP15 1AS Approval of the details of appearance, landscaping, layout and scale of the dwellings to be erected (Outline Consent ref: DM/2018/01995).  
**Recommend Approval**
- DM/2023/01227** The Willows Garden Centre 20 Baron Street Usk Monmouthshire NP15 1AS Discharge of conditions 3 (CEMP), 4 (SWMP) and 5 (Historic Environment Mitigation) relating to planning DM/2020/01090:  
Construction Environmental Management Plan.  
Surface Water Management Plan.  
Written Scheme for Historic Environment Mitigation.  
**Recommend Approval**

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

The meeting to discuss the concept design had been productive and had examined the prospect of relocating buses from Twyn Square. UTC is waiting for feedback and the feasibility of this change from the Passenger Transport Unit. The next meeting in March is scheduled to look at Bridge Street. The Steering group is due to meet again on 6<sup>th</sup> March 10-12pm

### **19.0 To receive a report from the Groups/Organizations within the Town**

- Together for the Climate -will be hosting a climate café in the Usk Hub, every Thurs 12-2pm.
- Monmouthshire Housing Association – there is a guest at speaker for residents at Plas Mawr on a Monday at 2pm
- St. Mary’s Church – their ‘Keep in Touch’ newsletter gives information on up & coming activities and service s
- Graben - Neudorf Twinning visit - arrangements are in place for the visit on 30<sup>th</sup> April – 3<sup>rd</sup> May 2023

### **19.1 To receive an update on use of the former Usk Household Recycling Centre (UHRC)**

Cllr Ivin reported she is still awaiting a response from Nick Keyse regarding monthly invoices for the licence fees.

**Resolved:** UTC to meet and discuss how best the UHRC can be utilised for the Town

### **19.2 To receive a report from the Events Committee**

Cllr Howells reported the following

- The recent Black Tie Dinner Dance was an extremely enjoyable evening raising £1948.00 for the Usk Mayor’s Appeal
- The Tea Dance - 2<sup>nd</sup> Sunday of every month at Memorial Hall are ongoing.
- Christmas Festival 2024 - UTC to meet with Business Shop & Events Group (UBSEG) to discuss the way forward with this event.
- Arts Festival weekend - there has been a pause in the festival planning and there is now a smaller steering group

### **19.3 To discuss the future of the Town Clock**

**Resolved:**

- A celebration of the restoration of the clock to be hosted by the Friends of Usk is scheduled for 11am on Saturday 24<sup>th</sup> Feb
- Cllr Ivin requested clarity on the outgoing expenses/incoming donations
- UTC to meet to discuss possible asset transfer from MCC

### **19.4 To receive an update on the Community funds Usk Participatory Budget Fund**

**Resolved:** There have been a number of applications submitted. Clerk to arrange a meeting to discuss

### **19.5 To discuss the installed a pedestrian walkway outside the Old Surgery, New Market Street**

The wall at the front of this property is bulging and is dangerous. The problem has been reported to MCC both by UTC & County Cllr Kear.

Recently, MCC installed a pedestrian walkway to help with pedestrian safety. However, the walkway is in the road and is causing a pinch point. The herras fencing has been hit by a car, the bollards and signs are persistently being blown over into the road causing an obstruction and there is now rubbish accumulating behind the herras fencing.

**Resolved:** Clerk to report this issue to MCC Enforcement.

### **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 19.6

### **19.6 To discuss Usk Town Council's Annual Community Awards 2024**

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

### **19.7 Matters of Information**

- Welsh Cycling to host an amateur road race in Southeast Wales which will come through Usk on 5th May 2024

#### Chair of MCC events

- 17<sup>th</sup> Feb Family Bingo
- 22<sup>nd</sup> March Spring Fling
- 10<sup>th</sup> April Afternoon Tea £-5pm at the Three Salmons

### **19.8 Correspondence**

- Access to Little Explorers Nursery – request for UTC's support
- Letter of thanks from a couple to RFO/SHM Diane Richards & Caretaker Lyn for all the help and support during their recent wedding at Session House

There was no further business and the meeting ended at 7.40pm