

To the Town Mayor and Councillors of Usk Town Council.
Minutes for the Finance Sub Committee held on
Wednesday 8th October 2025 at 5.00 pm at The Sessions House
Present Damian Nash, Kay Peacock, Alison Ivin, Diane Richards, Gwyneth
Howells, Meirion Howells,

1. To receive apologies for absence

Allan Snelgrove, Dave Harrison, Angela Morgan

2. Declarations of interest in items on this Agenda

N/A

3. To approve the minutes of the meeting held on 8th September 2025

Minutes approved from the meeting with some minor amendments raised by Alison.

4. Matters arising from meeting held on 8th October 2025

- Review if there are any tax implications in respect of renting the cottage for a commercial rent. D.N
- L.P cleaning to email accounts email to ensure payments are made in a timely manner.
- It was agreed to meet on the 20th of October to compile a six-monthly outturn forecast.
- Discussion around internal audit report , issues to be taken forward by D.N
- Lottery money has started to be receipted a new code and separate reserve to be set up in Rialtas.
- Approval given for £250 to be contributed to a bench for Chris.
- Road Closure for Remembrance Day £600 plus vat approved.
- Road Closure for Christmas event 30/11/2025 £2070 plus vat approved.

5. Authorisation of payments online/cheque September – Bank Reconciliation.

Payments and bank reconciliation approved with no issues.

6. Room hires and tenant invoices.

- Works continue in respect of the cottage to ensure it is in rentable condition.
- Works continue on a sessions house room previously occupied by Kid Rapt to put in a saleable condition.

7. Christmas Lights

- The Clerk and Cllr Peacock were meeting with Festive Lighting to see if the Christmas lights could be changed/improved. Request for

lighting strings across Bridge Street and lighting running to a central point of connection at the square clock. This item remains ongoing.

- Russell walker has kindly donated a real tree and barrier fencing for no cost, concrete base needs to be paid for

8. SIT Group

- Report to be brought to a future finance committee the review remains on the agenda, and some work needs to be undertaken by D.N and A.I

9. Street Cleansing Contract

- Agreement of the above contract to be discussed at separate meeting to be held on the 27th of October 5:00 pm sessions house

10. Payroll and Staffing matters

- Benefit in Kind issue in respect of caretaker subsidised rent to initially to be escalated to the payroll provider by D.N for advice.

11. Annual Return.

- Annual Return was signed by Chair and R.F.O in preparation to be forwarded to the external auditor – Audit WALES

12. Twinning

- Confirmation that the council had been previously agreed to contribute £500 towards the Official Meal in the Alfred Russel Wallace – payment to be made with immediate effect.

13. Churches Security Contract

- Comparison exercise ongoing with churches and another contractor to be finalised by D.N

14. Any other matters