



Usk Town Council

The Sessions House, Maryport Street Usk NP15 1AD

To the Town Mayor and Councillors of Usk Town Council.

minutes of the Finance Sub Committee held on

Wednesday 8th April 2026 at 5.00 pm at The Sessions House. Present Damian Nash, Kay Peacock, Alison Ivin, Diane Richards, Gwyneth Howells, Meirion Howells, Dave Harrison, Allan Snelgrove

Minutes

1. To receive apologies for absence.

- a. N/A

2. Declarations of interest in items on this Agenda.

- a. N/A

3. To approve the minutes of the meeting held on 4th March 2026.

- a. Minutes approved without amendments

4. Matters arising from the meeting held on 4th March 2026:

- Benefit in Kind issue in respect of caretaker subsidised rent has been escalated to payroll and additional information requested has been forwarded awaiting response. A.I has now reached out to payroll provider. The payroll provider will again be chased for an appropriate response
- Roof repair quotes – Three quotes received

5. Review of payments online/receipts received (listed on the monthly payments made/received) as at 31st March 2026

- a. Approved without amendments.

6. To receive the Bank/Rialtas Reconciliation as at 31st March 2026.

- a. Approved without amendments

7. Street Cleansing Contract Progress

The proposed agreement needed to be reviewed in more detail as it was only received this afternoon and a response in respect of previous issues raised had not been received from the M.C.C legal team.

The town clerk will contact M.C.C officer Nigel Leaworthy over finer details of the agreement and a schedule of rates for ad hocs works which need to be undertaken with immediate effect.

8. Draft year end position

- a. D.N reported a draft estimated surplus of £60,000 income over expenditure for 25-26 but will be finalised at May's finance as it was subject to outstanding accruals. D.N



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stated if the council continues to significantly underspend the precept setting process could potentially be subject to scrutiny from External Audit although it was acknowledged there were extenuating circumstances in 25-26

9. Debtors and Creditors 2025-26 – Identify outstanding invoices

- a. Outstanding accruals would need to be supported by invoices where possible to ensure the integrity of the process

10. Beaufort Tenancy

- a. As the key had not been returned and the room remained uncleared the Beaufort tenancy would be invoiced by D.N for April and the tenant reminded of their responsibilities to ensure no future invoicing would be required

11. Internal and External Audit deadlines

- a. D.N stated the 25-26 accounts would be closed on the 24th April and the internal audit checklist would be completed asap following closure.

12. Warm spaces grant allocation

- a. The underspend of the warm spaces grant was approved by M.C.C to be paid to U3a group- D.N will process the payments

13. Contributions/ Sponsorship

- a. £100 sponsorship was agreed for the Usk Show
- b. £256.35 was agreed as a contribution to the usk repair café
- c. Funding for two parking spaces in respect of the district nurses was agreed this would be in the region of £500 and would be invoiced by M.C.C

14. Merlin waste contract

- a. Signing of the merlin waste contract would be deferred for a month due to the potential implications of the street cleansing contract

15. Any other matters

- a. Citizen's advice contribution would be agended for June
- b. Usk improvement areas – re Dave Hodson would be agended for May's meeting and procurement considerations ratified
- c. Room previously occupied by Ds music would be readvertised and rental amount to be forwarded by D.N to clerk
- d. Council tax bill for cottage would be paid on a monthly basis by bacs for foreseeable future
- e. Painting contribution to sessions houses to be placed on the agenda for session house potentially £850