

Usk Town Council

The Sessions House, Maryport Street Usk NP15 1AD

Minutes of the Hybrid Meeting
held in Sessions House and via Teams conferencing
on Monday 11th May 2026 at 6.30pm

Present

Chair: Cllr K. Peacock,
Cllr M. Howells, Cllr A. Ivin, Cllr D. Harrison, Cllr G. Howells, Cllr A. Snellgrove, Cllr D. Richards,
County Cllr T. Kear,
RFO: Damian Nash,
Clerk: Angela Morgan.

1.1 To accept apologies for absence.

None

1.2 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. Please note that only those elected members of Usk Town Council are permitted to speak during the meeting. An exception of this is if an agenda item requires a report from an invited person at their dedicated time.

Comment 1: Resident commented that at the AGM the policies should have been read before and adopted at this meeting.

Comment 2: Thank you to Diane Richards for her wonderful contributions during her year in office and the manner in which she has represented the town.

1.3 To disclose personal and prejudicial interest in items of business listed below

None

1.4 County Councillors participation

Co Cllr T. Kear

Thanks to Diane for the way she has conducted herself as mayor putting the town across Monmouthshire to the fore.

Our thoughts are with former long-standing town councillor and Deputy Mayor, Tony Watkins who has been taken ill; regards to him and his family.

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Post Office: Feedback will be taken back regarding lunchtime closures.

Usk Bridge Update: No update

Maryport St North Car Park Lighting: Contact with MCC has been continued. Project on hold until signage for the Improvement Scheme. UTC project and MCC lighting project will work together.

Active Travel WelTAG Scheme: Delayed due to drainage designs for Castle St.

Potholes: Current methodology of scrape and fill to be observed in Tredunnock tomorrow. Follow up of the review of all methodology will be in September.

Dog Fouling: no update.

Parking Wardens: flexible operations will begin, evenings and weekends. Residents on Four Ash St have complained about receiving tickets, stating that they have a right to park there; they have no legal right. Introduction of the yellow lines followed a formal consultation where there were no objections.

Maryport Street: Residents from Maryport Street's south end presented on local infrastructure issues. In response, the Road Solutions office stated the road condition is better than most, while the flooding team will review the drains. Active Travel determined the road is too narrow for a footpath to the HMP field, and traffic-monitoring loops will be installed to track speeding.

Co Cllr M. Howells

Place and Growth Investment Fund: available to businesses for property improvement, regeneration and employment space. Two businesses benefitted last year – the former Geoffrey Townsend building and the upstairs of the former Barclays Bank. Usk Business Group have been made aware. The deadline for expressions of interest (EOI) is 31st May 2026.

<https://www.letstalkmonmouthshire.co.uk/place-and-growth>

Rural Housing Enabling Officer: David James will attend UTC's next ordinary meeting to discuss housing needs in the area; Little Mill, Goytre and Usk

Sir Fynwy Torfaen Senedd Elections results: Reform have 2 seats, Laura Jones and Stephen Senior. Plaid Cymru have 2 seats, Matthew Jones and Donna Cushing. Welsh Labour have 1 seat, Lynne Neagle and Welsh Conservatives have 1 seat, Peter Fox.

New Businesses in Bridge St: Nova Wellness and the Turkish Barbers. Claire Cooke has taken over the lease of The Three Salmons.

A planning enforcement has been issued for the signage of the Turkish Barbers as the building is listed.

1.5 To approve the Minutes of the Ordinary Meeting held on 13th April 2026

Addition: Item 04.1 add up to the value of £500

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1.6 Matters arising from the Minutes of the meeting held 13th April 2026

Chainbridge discussions of options are ongoing but no news to report.

1.7 To receive a report from the Sessions House Management Committee

Cllr K. Peacock

Safety Checks: Still waiting for another asbestos quote, and will speak to one other for a quote.

Roof: Taliesin haven't agreed a date for repairs.

Heating: to continue discussions with Lyn Jeffries

Security Lights: Many of them are faulty, these need replacing as soon possible. Information not available at this meeting.

ACTION: Clerk to resend quote. Item to be added to the next Finance Agenda

Wall: at front of building has been fixed.

Painting: Paul Webb will take around 2 weeks to paint the library and will be available in 2 months' time. Prescoed Camp operatives have not arrived, as intended, to continue the painting of other rooms.

Vacant Offices: Floor of Room 2 is rotten, Dave Turner has started work replacing the damp boards and will put 2 vents in the floor. Damp is not rising or coming down. Joists have also been renewed or treated accordingly with damp course around them.

Room 6 is available for rental.

Expression of interest for an office to be used a hairdressing salon was declined.

Planting: pedestals at front will be done at the end of May.

Cottage: the bedroom window has been repaired and the kitchen sash window is having sections repaired.

Cottage Utilities Update: Clerk's report to council for gas pipe and electricity to cottage was shared. Clerk will be looking into change of use option.

1.8 To receive the monthly Finance report for April 2026

No issues with receipts or payments, all approved; bank reconciled and balanced.

Merlin Waste Contract: signing deferred until Street Cleansing Agreement is sorted unless pressured to sign.

Contributions: St Mary's Pantry £500.00, Monmouthshire Citizens Advice £250.00, MCC advert for public realm £98.00 – **RESOLVED**

Beaufort Tenancy: ended and paid to end April. Room 2 now vacant.

District Nurses Parking: agreed to pay up to £500.00 for 2 carparking spaces **RESOLVED**

Annual Return: is with the Internal Auditor, to be signed off by Council in June. A public notice will then be issued making the public aware of when they can view the 25/26 accounts (approx. 4th- 20th July).

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1.9 To receive any Planning Applications:

DM/2026/00517

Proposed single storey ground floor extension to the rear of the property

Heathfield, Monmouth Road, Usk, Monmouthshire

Recommended for Approval

DM/2026/00483

Listed Building Consent Heritage: Proposed new heritage conservation rooflight with associated works.

27 Old Market Street, Usk, Monmouthshire, NP15 1AL

Recommended for Approval

1.10 To receive an update on the Improvement for Usk

Consultation this weekend. Usk Business will also have a meeting with Co Cllr Kear Consultation will go live online on Friday 15th May to coincide with the launch at The Grange; 10am – 6pm Friday, 10am – 2pm Saturday. Officers will be present to listen to and engage with public. Clerk suggested a leaflet drop for all residents especially for those that are not on social media.

ACTION: Councillors to leaflet drop around all streets of the town before Friday.

1.11 To receive a report from the Groups/Organisations within the Town

Cllr D Richards

Usk Twinning Group were unable to fly to Germany for their planned visit due to Lufthansa cancelling flights.

Co Cllr T. Kear

Usk in Bloom have completed the first set of planting. Second set to take place beginning of June.

Cllr M. Howells

Repair Café: another event has taken place with more fixes

Usk Together for the Climate: 23rd May will be screening the Climate Emergency Briefing film at 6pm Sessions House.

1.12 To receive a report from the Events Committee

Cllr M. Howells

Previous Events reviewed:

- Risca Male Voice Choir Evening raised over £2,600.00 for the mayor charities. Grateful to Tony, Angela and 400WHAT for their involvement.

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- Usk Panto Players Spring Show: Thank you for a successful event (involving 2 councillors) resulting in a donation of £1,000.00 to the Mayor's Appeal

Forthcoming Events:

- Improvement Plan Consultation
- Family Fun Day hosted by MCC Foster Team on Owain Glyndŵr Field, 29th May 11am – 3pm
- Green Top Markets – Summer Fayre – Twyn Square 10am - 4pm
- Usk Open Gardens 27th, 28th June. Sessions House will be open for tours
- Cadw Open Doors - Sessions House will be open for tours – 19th September
- Facebook – spring promotion received over 17,000 views
- Digital Notice Board continues to receive paid and free adverts
- Christmas event was discussed, businesses are still in favour, more discussions to be had
ACTION: Letter re Christmas to be checked and shared with all councillors before forwarding to Usk Businesses.

1.13 To discuss Solar Farm updates

Public meeting, Friday 15th May at Little Mill, Cllr Richards to represent UTC

1.14 To receive an update on the proposed pump track

Trees have been felled according to MCC directive. Dave Hodson will design the surrounding area and a company have been selected to build the track. Planning is ready for submission.

1.15 Allotment update

Cllr D. Richards

Payments from tenants are coming in; RFO to reconcile

Several plots have been relinquished; these will be allotted according to the waiting list and appropriate state of the plot.

Communal shed has been demolished and a new one has been placed by the gate.

There are 2 new tenants.

ACTION: New tenants to sign tenancy agreement

1.16 To discuss future projects in the town

Co-op Walkway: Dave Hodson is getting several prices from contractors. Usk Improvement boards to be erected by MCC in the meantime.

Plan will be revisited once the area is cleared of the boards.

Pook Lane Boardwalk: Chris Waterworth designs have been sent to Rob Denman and team for comments. Public Liability will be with HMPS.

1.17 Street cleansing

Meeting with MCC on 22nd May. Discussions were had around ad hoc service, recently, we are waiting to see the result of the hours and methods used, therefore relating to costs. Council

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waiting to see the results of this before they decide to take a walk around town to assess the needs.

1.18 District Nurses Parking

MCC have replied to the response and acknowledged that UTC will pay up to £500.00

1.19 Twinning Signs

No news to date.

1.20 Mayoral Chains

Deborah Edwards has done research. The nameplates are made of a base metal. She could make them in silver and gold plate them at a cost of £120.00 a unit. Discussions around different options. Comments around heritage and the 'raising of events' by the mayor being present in the current chains. Several years with no names; since 2017.

1.21 Clerk's CiLCA Learning Agreement

Agreement to be signed by Council, Clerk and Clerk's Tutor. The council is expected to provide support by giving additional and remunerated time for the Clerk to complete the portfolio of evidence and to cover expenses. This matter is one for negotiation between the council and the student and One Voice Wales advises that any agreement is recorded in the minutes.

Clerk requested that Fridays are spent working on CiLCA portfolio, as assignments are evidence based around UTC matters such as legislation and policies.

Clerk's contract was raised, referencing the point around clerk studying in own time.

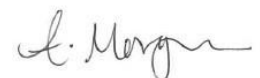
ACTION: revisit in next meeting once councillors have reviewed the Clerk's contract

1.22 Matters of Information

None

1.23 Correspondence

None



Angela Morgan
Town Clerk/Proper Officer

Date of next meeting: Monday 8th June 2026 6.00pm