



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 3rd June 2026 at 5.00 pm at The Sessions House.

In attendance Damian Nash, Angela Morgan, Gwyneth Howells, Dianne Richards, Alison Ivin, David Harrison, Kay Peacock, Allen Snelgrove, Meiron Howells

Minutes

1. Alison Ivin was elected chair of Finance – Proposed by Dave Harrison and seconded by Dianne Richards

2. To receive apologies for absence

N/A

3. Declarations of interest in items on this Agenda.

N/A

4. To approve the minutes of the meeting held on 6th May 2026.

Meetings approved from 6th of May without amendments.

5. Matters arising from the meeting held on 6th May 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.

RFO and Chair of Finance will again contact payroll provider to progress.

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

All payments and receipts reviewed without comment. It was stated by the - R.F.O will present a quarterly outturn forecast at July's finance meeting.

7. To receive the Bank/Rialtas Reconciliation as at 31st May 2026.

No issues all accounts reconcile without issue.



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8. Street Cleansing Contract Progress.

It was expected both parties will be signing off the final draft of the agreement in the next few weeks, currently with M.C.C solicitors to review outstanding issues raised by u.t.c representatives.

9. Present and authorise the annual return 25-26.

The annual return was presented to all councillors without amendments. Mayor Kay Peacock authorised document alongside R.F.O Damian Nash. R.F.O reminded members of the requirements in respect of making accounts available to the public it was expected that accounts would be available from 6TH July to 31ST July giving the required 20 working days for viewing and the notice would be published on 22nd June stating these dates.

10. Session House Security Lighting

It was agreed that the one quote £760 received from our security provider would suffice on the basis that continuity was required and there would not be a need to follow the procurement process.

11. Mayoral Chains

It was agreed 10 new pendants would be purchased for the mayoral chain at a cost of £1200.

12. Review allotment payments.

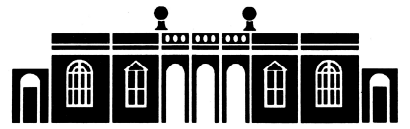
R.F.O – Would provide a list of plots and if payment has been made for 26-27.

Dianne – Will undertake an inventory of vacant and unkept plots.

It was agreed budget provision would be made available to assist with general upkeep of allotment.

13. Any other matters.

- Usk citizens advice will be contacted for their account details so the £250 donation can be made.
- Dave Turner invoices of £1488 and £2860 were approved in respect of floor repairs and cottage windows respectively – Dave was praised for quality of his work.
- Ext Audit 21-22 invoice £275 was approved.
- Annual report needs to be finalised A.I to sign off draft finance element.



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