

**Minutes of an Annual Meeting of Usk Town Council held at Sessions House,  
Usk on Monday 13<sup>th</sup> May 2019 at 6.30pm.**

**Present:** Cllr A. Leathwood, Cllr Mrs. C. Wilkinson C. Cllr Strong, Cllr M Evans, Cllr R Galletley, Cllr S. Williams, Cllr A Watkins, Cllr Ken Dancer, Cllr M Howells, Cllr G Roderick. Cllr Mrs. J Jeremiah, Cllr. Mrs. J Richards.

Town Clerk Mrs. T Huxley, Ms. J Mee RFO, Mrs. D Richards

Prior to the meeting the Chairman welcomed Mrs. Diane Richards who will be joining UTC staff as the new Responsible Finance Officer.

**1.1 Election of Mayor for 2019/2020**

Mayor Elect Cllr Mrs. Chris Wilkinson was installed as Chairman

**1.2 To receive the Mayor's DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Mrs. Chris Wilkinson signed the Declaration of Acceptance of Office as Town Mayor.

**1.3 Election of Deputy Mayor 2019/2020**

Cllr Tony Watkins was installed as Deputy Chairman 2019/2020

**1.4 To receive declarations of interest in items on the agenda.**

There were none

**1.5 To receive apologies for absence.**

All Cllrs were present

**1.6 Retiring Chairman's report**

*"Jenny and I have had a very busy but enjoyable year. We have represented the Council on over 30 occasions. We began the year with attendance at the Borough Theatre, Abergavenny for the installation of the Town Council, quickly followed by an incredible concert by Monmouth Concert Orchestra at the Memorial Hall in Usk just a few days later.*

*June was a particularly busy month with attendance at Usk Junior FC presentation evening, Gwent Youth music Showcase Summer Concert, "Fly a flag day for the Armed Forces held at County Hall, Monmouth Scout District AGM, and meeting with the World in Bloom Judges. July saw us attending the Mayor of Chepstow's Civic Reception and Monmouth Town Council's Parade and Civic Service.*

*There followed a quiet period through August and September, followed by a very busy October. We both enjoyed the presentation of prizes at the Summer reading Challenge in Usk Library. Further events included the official opening of the new Learning Centre at Coleg Gwent, the presentation of awards for the Usk in Bloom Town Competition, and the Girl Guiding Gwent Annual Review.*

*In Nov we attended the 20<sup>th</sup> anniversary of the Farmers Market, an Exhibition of Prisoners work, Manor Court Christmas Tree Lighting and Caerleon School Prize Giving night which was quite impressive. We particularly enjoyed an evening with the Brownies singing Carols around the Sessions House Christmas tree in December.*

*This year we attended Mon CC Chairman's fundraising concert with Gwent Music, Monmouth Male Voice Choir's concert in the Prison, Gwent Young Farmers Entertainment Competition in the*

*Dolman theatre, Fly a Flag for Commonwealth Day at County Hall, and the installation of the new High Sherriff for Gwent here in the Sessions House. Usk Choral Festival was a fantastic three-day event, and wonderful evenings were had at the Rotary Concert, Poems and Pints, and the Casino nights.*

*So, a very busy year. Being Mayor of our town is a real honour, but I particularly wanted to comment on my year as Chairman of the Council. The Council's achievements this year have been nothing short of exceptional. The organisation of the Summer and Winter Festivals, The Reindeer Parade, Usk Show, dealing with the lengthy Gas Pipe replacement programme, the future Usk Survey, the support for the post office, and the numerous fund-raising events that have been organised throughout the year. All of this is a result of your commitment and hard work as Usk Town Councillors and our wonderful staff. You should all be very proud of your achievements. It has been an honour to serve as your Chairman and a huge thank you to you all for your support. Thank you also to my Deputy Chris for all her support, and my best wishes for your term as Mayor. Finally, I couldn't let the occasion pass without paying tribute to our retiring RFO. Jenny has been employed by the Council for over 19 years. First as Clerk and RFO then as RFO and Sessions House Manager.*

*To say that you will be missed seems like such an understatement. You are one of those people who instantly become a friend not just a work colleague. There are no words to truly reflect how much we will miss working with you. Your commitment and dedication have been exceptional and your passion for the Sessions House has been all encompassing. Your dealings with the public, visitors, and users of the Sessions House has had a very positive impact on how the Community views the town council. Our grateful thanks for all that you have done for the Council and our best wishes for your retirement. I suspect that whatever you do with the extra time that you will have, you will in some way, continue to serve the community as you have done over so many years.*

*On a personal note, as my consort on so many occasions, you have made what can be quite daunting tasks, an absolute joy. Jenny you have been a wonderful companion throughout all the Mayoral duties that I have attended over many years and I am truly grateful for all that you have done for me personally. Thank you."*

### **1.7 To receive Minutes of the Annual Meeting held on 14<sup>th</sup> May 2018**

These had been approved as a true and accurate at the June 2018 Full Council Meeting

### **1.8 To review and formally adopt the model code of conduct**

The code of conduct was formally adopted by Full Council

### **1.9 To review and formally adopt Standing Orders for 2019/2020**

The Standing Orders were formally adopted by Full Council

### **2.0 Adoption of Income & Expenditure Report for 2019/2020**

Cllr. Leathwood gave the Financial Report for the period of April 2018 to March 2019 - see attached.

Cllr Leathwood thanked the Responsible Finance Officer, Jenny Mee who manages the finances on a daily basis and members of the Sub-Finance Committee for their work throughout the year.

The Year End figures have been internally audited.

They will be approved by Full Council at the May 2019 meeting

## **2.1 Proposals for appointments of members to committees and as representatives of local organizations.**

The list of present committees was revised - see enclosed list.

## **2.2 Nominations for Town Constables.**

Cllr. Roderick proposed Robert Hamer and Shaun Galletley retain their position as Town Constables for the coming year.

**Resolved:** All Cllrs were in favour.

Robert Hamer and Sean Galletley will retain their positions as Town Constables for the coming year 2019/2020.

## **2.3 To confirm the date for the Civic Service as Sunday 23<sup>rd</sup> June 2019**

This was confirmed as Sunday 23<sup>rd</sup> June 2019

The meeting officially closed at 7.20pm