



# *Usk Town Council*

The Sessions House, Maryport Street Usk NP15 1AD

## **Minutes of meeting of Usk Town Council held remotely on Zoom on Monday 8<sup>th</sup> June 2020 at 6pm**

**Meeting ID:** 837 2177 1263

### **Present**

Chairman Cllr C Wilkinson, Cllr A. Watkins, Cllr A. Leathwood, Cllr S Williams, Cllr Roderick, Cllr M Howells, C. Cllr Strong, Cllr M. Evans, Cllr Galletley, RFO Mrs. D. Richards, Town Clerk Mrs. T Huxley

### **1.0 Welcome**

- **To receive a welcome from Chairman Cllr Christine Wilkinson who will outline household rules on remote meetings**

The Chairman welcomed members to the meeting on Zoom and outlined household rules

### **1.1 Recording of meetings**

- **Under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media is permitted during public session of Council meetings.**
- **The act of recording and broadcasting must not interfere with the meeting.**
- **The Council understands that some members of the public may not wish to be recorded and asks that they turn off their camera and access the meeting via audio only.**

### **1.3 To accept apologies for absence**

All Cllrs were present

### **1.4 To disclose personal and pecuniary interest in items of business listed below:**

There were none

### **1.5 To Approve and sign the minutes of the meeting held on 6<sup>th</sup> May 2020**

The Minutes were approved as a true and accurate record and duly signed

### **1.6 Matters arising from the minutes of the meeting held 6<sup>th</sup> May 2020**

There were none

### **1.7 To Approve for accuracy minutes of the Annual Meeting on 28<sup>th</sup> May 2020**

The Minutes were approved as a true and accurate record and duly signed

### **1.8 To receive a report from the Sessions House Management Committee**

There has been no SHMC report due to the Coronavirus crisis.

The installing of hand sanitizers was discussed

**Resolved:** The RFO has done some research into this matter.

Following discussion, it was resolved to install/hire three mobile hand sanitizers in the Sessions House at the cost of approx. £400



# *Usk Town Council*

The Sessions House, Maryport Street Usk NP15 1AD

## **1.9 To receive the monthly finance report for April 2020**

The reconciliation for April 2020 showed no erroneous receipts or payments.

- a) **To review and adopt Usk Town Council Model Financial Regulations 2019 for Wales**

**Resolved:** This was adopted by Full Council

### **b) Budget Allocation**

In view of a number of UTC events not taking place due to the coronavirus crisis the RFO has sort advice from One Voice Wales (OVW) regarding budget allocation

**Resolved:** OVW has advised there is no problem with UTC making a decision to vire funds from one budget heading to another, however, such a decision would need to be minuted.

## **2.0 To receive a report from Usk in Bloom**

See report dated 8<sup>th</sup> June

## **Cllr Steve Williams joined the meeting at this point**

### **2.1 To receive Planning Applications**

- a) **DM/2020/00635** Listed Building Consent. Refurbishment and redecoration of wrought and cast-iron balustrades, including the replacement of previous inappropriate repairs. HM Prison 47 Maryport Street, Usk. **Recommend Approval**
- b) **DM/2020/01722** Proposed rear extension and new hipped roof over existing side flat roof. 19 Conigar Crescent, Usk. **Recommend Approval**
- c) **DM/2020/00360** Proposed timber shed in garden. 15 Old Market Street, Usk. **Recommend Refusal**

### **2.2 To receive Reports from Members serving on other bodies**

It was reported Usk WI are looking for an area to plant 100 daffodil bulbs, a suggestion is the Sessions House grounds.

**Resolved:** Should the Sessions House grounds be decided upon, then a request be made that native wild daffodils are planted.

### **2.3 Areas of concern around the Town**

#### **➤ Opening of the shops in Bridge Street post lockdown**

In the wake of Welsh Government's review on lockdown scheduled for 18<sup>th</sup> June, Mon CC has arranged a remote meeting for the 12<sup>th</sup> June to inform UTC how they plan to reopen the five towns in Monmouthshire with social distancing measures in place. The Chairman has been invited to attend.

Cllr Strong declared an interest in this matter in relation to a family member's business in Bridge Street.

**Resolved:** Cllrs were asked to forward any suggestions to the Chairman by Friday 12<sup>th</sup> June

#### **➤ The Public Toilets in Maryport Street North Car park Usk remain closed**

**Resolved:** The Chairman will enquire as to when these may reopen



# *Usk Town Council*

The Sessions House, Maryport Street Usk NP15 1AD

➤ **20 mph speed limit to be implemented throughout Usk**

**Resolved:** this will soon be implemented throughout Usk

➤ **Transport grant**

It was reported Public transport in Monmouthshire has been given a boost with the announcement that Welsh Government has awarded Mon CC £290,000 in order to improve bus stop infrastructure across the county.

**Resolved:** UTC to contact Mon CC to request Usk be included in the allocation of the funding, particularly as there are currently no bus time tables available for bus users in Usk

## **2.4 To receive an update from Usk Twinning Association**

No update

## **2.5 To receive an update on the Usk Household Recycling Centre**

No update. The opening of UHRC is to be reviewed by Mon CC in two weeks

## **2.6 To inform Members of the Welsh Government 'Land Release Fund 2020/21'**

**Resolved:** This was noted by Full Council

## **2.7 To receive an update on the Usk Post Office Counter Services**

Usk Post Office has reopened today. This was well received by residents.

The Post Office will be open on Mondays and Thursdays from 9am-1pm.

There has been a request from Mon CC/Hub Staff for volunteer help with social distancing.

**Resolved:** Cllrs Roderick & Howells have offered to help. UTC seek volunteers to help with this

## **Exclusion of Press and Public**

*By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the items listed on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

**Council went into Committee to discuss item 2.8 a) and 2.8 b)**

## **2.8 To receive an update**

**a) The Whitehouse, Newmarket Street Usk**

**b) The Priory Gatehouse**

## **2.9 To receive and update on the Usk Show 2020**

**Resolved:** UTC has received notice the Usk Show has been cancelled this year due to the Coronavirus Crisis. The Usk Show Committee is donating sponsorship money (in agreement with sponsors) to LATCH

**Resolved** UTC agreed to donate their sponsorship money £60 to LATCH

## **3.0 To receive an update on Usk Royal British Legion (URBL)**

**Resolved:** Cllr Roderick and the RBL committee are looking at grants available to help with the club



# *Usk Town Council*

The Sessions House, Maryport Street Usk NP15 1AD

## **3.1 To receive an update on the Keep Wales Tidy Local Places for Nature scheme and the location of the fruit trees**

Cllr Roderick reported three areas have been identified for the planting of the fruit trees

- Owain Glyndawr Field
- Sessions House
- Clare Court

**Resolved:** Organizers of the scheme will do a site visit and determine the best location

## **3.2 To receive an update the Alfred Russell Wallace statue application**

**Resolved:** UTC has written to Usk Civic Society agreeing to support and to be part of a working partnership

## **3.3 To inform UTC of the Accessibility Statement for Usk Town Council Website**

**Resolved:** Cllr Williams has agreed to manage the required changes on the website.

The Chairman thanked Cllr Williams for his help with this.

## **3.4 To discuss the request for two dog bins at both ends of the new path along Pook Lane**

A resident has enquired about the possibility of dog poo bins being placed at each end of the newly renovated Pook's Lane path from Priory Gardens to St Mary's Close

**Resolved:**

- UTC to place signs advising dog owners to dispose of dog waste responsibly
- Monitor the area with a view to providing dog poo bins in next year's UTC budget

## **3.5 To review and approve Usk Town Councils the following policies**

- **Freedom of information Policy**
- **Complaints Policy**
- **Press, Media & Publicity Policy**
- **Social Media Policy**
- **General Privacy Policy**
- **Committee Terms of Reference**
- **Safeguarding Policy**
- **Information & Data Protection**

**Resolved:** All the above policies were approved and adopted by Full Council

## **3.6 To receive the Clerks report on the following**

- **Mon CC Dog Fouling Group** - no update
- **Tourism & Event sub-committee** – no update
- **The Winter Festival** - no update
- **Usk Park Toilets** - the following was reported
  - the work is progressing well.
  - flooring going down.
  - baby changing facilities to be installed
  - engaged/occupied lock is being sorted



# *Usk Town Council*

The Sessions House, Maryport Street Usk NP15 1AD

- **Planning application DM/2018/01641** Erection of fuel storage building to replace existing storage compound and relocation of 2no.porta cabin office buildings together with parking provision Trostrey Court Farms Barns, Clytha Road Trostrey Common Gwehelog Monmouthshire  
**Resolved:** No update still awaiting decision

## **3.7 Correspondence**

**From: Welsh Government 'Land Release Fund 2020/21'**

## **3.8 Any Other Business**

- Cllr Allowance form please
- World Environment Day

There was no further business and the meeting closed at 7.15pm