



Usk Town Council

The Sessions House, Maryport Street Usk NP15 1AD

Minutes of a meeting of Usk Town Council held remotely on Zoom on Monday 12th July 2021 at 6.00pm

Prior to the meeting Angela Jones gave a short presentation on the Usk River Pollution

Present Cllr Roderick, Cllr S Williams, Cllr C. Wilkinson, Cllr A. Leathwood, Cllr M Howells, Cllr Galletley, Cllr H Graz, Cllr A Ivin, Cllr M. Evans, Cllr B Strong, P McGowan, Cllr A Watkins RFO Mrs. D. Richards, Town Clerk Mrs. T Huxley

5.6 To accept apologies for absence.

There were none. All Councillors were present.

5.7 To disclose personal and pecuniary interest in items of business listed below:

Cllrs Watkins Item 6.3 c) Planning Application

DM/2021/00948 The Laurels 7 Porthycarne Street Usk NP15 1RY

5.8 To approve the Minutes held on 14th June 2021.

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

5.9 Matters arising from the Minutes of the meeting held 14th June 2021.

There were none.

6.0 To approve the Minutes of the Annual Meeting held on 14th June 2021.

Previously approved at the Full Council meeting on 14th June 2021

6.1 To receive a report from the Sessions House Management Committee

See report dated 8th July 2021.

6.2 To receive the monthly finance report for June 2021.

The reconciliation for June 2021 showed no erroneous receipts or payments.

Full council were in receipt of the cost centre report.

The following payments were recommended to Full Council from the sub- finance committee.

- a) A fixed fee of £100 for staff covering weddings at Sessions House.

Resolved: - This was agreed by Full Council

- b) An hourly rate for the caretaker element of weddings at Sessions House –

Resolved: This was agreed by Full Council

It was agreed to factor these staff costs into the cost of weddings at Sessions House.

- c) Purchase of defibrillators for Ladyhill/Burrium Gate.

Resolved: This was agreed in principle. The location of the defibrillator to be further discussed. (Local Government Act 2000, s.2)



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- d) The purchase of a bench (made from recycled materials) to replace a well-used, broken one in the churchyard. Cost £485 + VAT.
Resolved: This was agreed by Full Council & will be dedicated to HM the Queens Platinum Jubilee, next year. (Parish Councils Act, s.1)
- e) Regular maintenance of the Sessions House grounds particularly for weddings
Resolved: This was agreed by Full Council. The Sessions House Manager will negotiate with a local gardening company.

6.3 To receive the following Planning Applications.

- a) **DM/2021/00887 14 Castle Oak Usk** Conversion of existing garage into a second reception room. Single storey extension to kitchen/diner (rear of property)
Recommend Approval
- b) **DM/2021/00935 The Nurseries Monmouth Road Usk NP15 1RR** Proposed new access.
Members were unable to confirm the exact the location of the property. Subject to the location being confirmed the application will be recommended for approval.
- c) **DM/2021/00948 The Laurels 7 Porthycarne Street Usk NP15 1RY**
An open plan living/dining/kitchen area will be created to the south-west of the building. A small, glazed extension will be added to the West corner, with a bay window extension in the master bedroom above.
Recommend Approval
- d) **DM/2021/00857 Listed Building Consent Heritage The Laurels 7 Porthycarne Street Usk NP15 1RY** An open plan living/dining/kitchen area will be created to the south-west of the building. A small, glazed extension will be added to the West corner, with a bay window extension in the master bedroom above.
Recommend Approval
- e) **DM/2021/01012 5 Denbury Mews Usk Monmouthshire NP15 1FB** Minor internal alterations to room layouts and new conservation style roof light
Recommend Approval

6.4 Areas of concern around the Town

Number 49 – Usk Town Council (UTC) has received complaints about Number 49 placing signage and other marketing obstacles on the public footpath, opposite the Co-op Store, which greatly narrows the walkway.

Background.

The application for a pavement licence was made by Number 49 last year. Although some of the area being used is not on the plan. The licence was granted by Highways in error as the land did not fall under Highways, but the Estates department.

UTC has met with MCC and suggested some changes.



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Resolved:

- ❖ MCC will investigate the application and decide whether Estates agree with Highway's decision.
- ❖ Apparently, these licences were granted and encouraged by MCC due to covid issues but are only valid until September.
- ❖ Await an update from MCC.

Priory Street carriageway/car parking

MCC Highways have forwarded plans with a view to providing additional carriageway markings & to formalize the current parking arrangements in Priory St., Usk

These have been circulated to members.

Resolved: Following discussion and consultation, amended plans have been sent to Highways for their consideration.

6.5 To receive an update on the Masterplan for Usk - Digital Noticeboard

The digital noticeboard has arrived in the UK.

Resolved: UTC still waiting on the groundworks people in respect of a date for the slab to be put down. There is an additional cost for a 4G router. It is hoped the noticeboard will be installed mid-August.

Jane Lee has taken up the post as Project Manager Regeneration & Placemaking for MCC and will arrange a meeting with the Clerk to discuss the Masterplan.

6.6 To receive an update on the proposed markets on the site of the former Usk Household Recycling Centre (UHRC)

Cllr Howells informed UTC a survey has gone out via the Usk Business Network to explore their opinion on proposed markets.

6.7 To receive an update on Usk as a SMART Town

Resolved: Cllr Williams has revised the application for Usk to become a Smart Town & will update UTC accordingly.

6.7 To receive an update on

a) Memorial Hall car park

Members met with MCC to discuss the resurfacing, drainage & lighting for the Maryport South Car Park. The following was reported.

- ❖ The project is on schedule August 2021.
- ❖ Project likely to take 6 weeks and the car park will be closed for most of that period.
- ❖ Notice will need to be given to current users.
- ❖ Completion in September 2021
- ❖ No archaeological exploration delays are expected, as the car park is outside the perimeter of the Roman Fort.



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- ❖ Consideration to be given to parking spaces allotted to the Memorial Hall and Scout Hall, as these have many daily activity groups meeting throughout the week.
- ❖ Design of Car Park marking should increase vehicle capacity It is hoped as Usk is applying for Smart Town funding (supported by MCC). Part of the initial application is for sensors to detect if the Electric Vehicle parking spaces are in use.

b) Monmouthshire Councils Review of Parking in Usk – no update.

6.9 To receive The Clerk's update on

- a) **The path on the Conigar Walk near the bridge** – confirmation has been received that MCC highways will examine this

7.0 To receive an update on the repair & maintenance of the Town Clock.

Resolved: MCC carried out the repairs to the clock. A note of thanks has been sent.

7.1 To receive a report from the Events Committee.

Cllr Howells reported the following.

- The NHS celebration/thank you day had gone very well. With all planned activities well received.
- UTC entered the "wackiest place to have tea competition".
- Civic Service will take place on Sunday 18th July at 10.30am
- Bandstand - The Usk & Raglan Community Support Network met recently and discussed the possibility of Usk having a bandstand.

Resolved: Cllr Howells will explore this further

7.2 To receive an update on the proposed arboretum located on the Borstal Field.

All parties met to discuss the arboretum.

Resolved: The Arboretum insurance issue has been dealt with by Usk Rotary and Usk Athletic Club. UTC will take no further part.

7.3 To discuss Management and Maintenance of rural bus shelters.

MCC is looking to adopt a 'policy' in relation to the future, especially maintenance of rural bus shelters and to ask what role UTC may be willing to take in the future, if any.

Resolved: Usk has **two** bus shelters in Twyn Square, and **one** on Monmouth Rd opposite the school. All three of these are metal and glass construction and in good order. They are used on a regular bus route.

Resolved: UTC do not wish to take on ownership or responsibility for them. Clerk to notify MCC.

7.4 To inform members of Monmouthshire County Council prepared pre-deposit proposals documents for The Replacement Local Development Plan (RLDP) 2018 – 2033.

(Closing date for the submission of comments on the RLDP Preferred Strategy is 31 August 2021).



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Resolved: This was noted by members

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 7.5 a) & 7.5 b)

7.5 To receive an update on

a) The Whitehouse, Old Market Street, Usk & b) The Priory Gatehouse

7.6 Correspondence

From: Usk Brass Band thank you for Mayoral donation

7.7 Any Other Business

- ❖ Pump Track – There has been an offer from a resident to fund the construction of a pump track. This to feature on September's Agenda.
- ❖ Usk Town Maps - Alan Burkitt MCC Welsh Office has notified these are not bi-lingual UTC to explore this further.
- ❖ The Chairman informed Council One Voice Wales had advised Full Council meetings to be conducted remotely for the time being.