Usk Town Council

The Sessions House, Maryport Street Usk NP15 1AD

Minutes of the Hybrid Annual Meeting
held in Sessions House and via Teams on
Monday 11th May 2026 at 6.00pm

Present

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

1.1 Mayoral Election Mayor 2026/27

Councillor Kay Peacock was duly elected as Mayor and signed the DECLARATION OF ACCEPTANCE OF OFFICE

1.2 Election of Deputy Mayor 2026/27

Councillor David Harrison was duly elected as Deputy Mayor

1.3 Chair's Announcements

Cllr K Peacock took the chair.
No apologies received

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

None

1.5 Retiring Chairman's report.

Councillor Diane Richards gave her report

1.6 Minutes of the Annual Meeting held on 12th May 2025

The Minutes of the last Annual Meeting held 12th May 2025 were adopted

1.7 To review and formally adopt the model Code of Conduct.

Adopted

1.8 To review and formally adopt Standing Orders for 2026/2027

Adopted

1.9 To review and adopt Financial Regulations.

No changes, remain adopted

Mrs. Angela Morgan Town Clerk

Tel:01291 673011
E-mail: clerk.usk@usktown.org

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2.0 To review and adopt the Annual Risk Assessment

Changes to be advised by RFO

2.1 To review and adopt the following Council policies:

- Freedom of Information
- General Privacy Notice
- Information & Data Protection Policy
- Press, Media & Publicity
- Safeguarding Policy
- Social Media Policy
- Complaints Policy

All councillors received an updated copy of each of the policies in paper form.
They will be discussed and adopted at the Ordinary meeting on 8th June 2026.

2.2 Adoption of Income & Expenditure Report for 2026/27 note S.137 Expenditure and Council Assets

This is with the internal auditor and will be adopted in June 2026

2.3 To review and adopt the Independent Renumeration Panel for Wales Annual Report 2026-2027 relating to Councillor Allowances – if councillors wish to forgo allowances, please submit in writing to the Clerk.

Adopted

2.4 To review council and staff subscriptions

Approval of subscription to One Voice Wales

2.5 To confirm Insurance Cover Period from 31st March 2026 to 31st March 2027.

Confirmed

2.6 Proposals for appointments of members to committees and as representatives of local organisations.

- Finance
- Planning
- Events
- Emergency
- Usk Masterplan
- Biodiversity
- General Emergency

All councillors to sit on these committees.
The Chair of each will be nominated and elected at the next meeting of each committee.

- Staffing – Cllrs Peacock, M Howells and Richards
- Appeals – Cllrs Ivin, Harrison and Snelgrove

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2.7 Nominations for Town Constables.

Mr. Robert Hamar

2.8 To Receive and adopt the Annual Report 2025/26

Financial Information to be added, report to be put forward for adoption in June 26

2.9 To determine the time and place of Ordinary Meetings of the Council up to and including the next Annual Meeting.

Proposed dates:

- 11th May 2026
- 8th June 2026
- 13th July 2026
- 14th September 2026
- 12th October 2026
- 9th November 2026
- 14th December 2026
- 11th January 2027
- 8th February 2027
- 8th March 2027
- 12th April 2027

Next Meeting: 2nd May 2027

A. Morgan

Angela Morgan
Usk Town Clerk
Proper Officer

Mrs. Angela Morgan Town Clerk

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