



**Annual Meeting Tuesday 14th May 2024 – Usk
Room – County Hall
06:00pm –08:00pm**

MINUTES

Meeting started at 1604.

1. Attendance

Colin Deakins, Jo Storey, Jenny Carpenter, Hannah Dando, Ann Bowyer

2. Apologies

Jan Clarke, accepted.

3. Chairman's Remarks

The Chair remarked on a productive year and thanked all councillors and the Clerk for their support and efforts.

4. Appointment of Chair/ sign acceptance

Hannah Dando nominated Colin Deakins to continue for another year as Chair. There were no other nominations for Chairperson for the year 2024/2025. The nomination was seconded by Ann Bowyer.

5. Appointment of Vice-Chair, sign acceptance

Colin Deakins nominated Jenny Carpenter to continue for another year as Vice-Chair. The nomination was seconded by Ann Bowyer.

The position of The Chair and Vice-Chair will be reviewed in six months (review in November 2024)

6. Approval of Minutes for meeting held on 23 April 2024

The Minutes of the last Ordinary meeting were considered correct. Proposed by Colin Deakins seconded by Jenny Carpenter.

7. Review & Adoption of Appropriate Standing Orders, Financial Regulations

Proposed by Jenny Carpenter and seconded by Jo Storey.

8. Adoption of Council's annual report

Proposed by Ann Bowyer and seconded by Colin Deakins

9. Adoption of complaint's procedure with the addition of the Vexatious

Complaints section

The Council's complaints policy is acceptable. The vexatious complaints policy is to be enacted in tandem with the complaints policy. Proposed by Colin Deakins seconded by Ann Bowyer.

10. Adoption of a policy for dealing with the press/media

Proposed for Clerk to draft a policy to be adopted at the next ordinary meeting.

11. Appointment of Representatives for external bodies

a. One Voice Wales Area Committee (x2)

Colin Deakins & Jo Storey.

b. HMPS Community Liaison

Action: write to Prescoed and ask if the meetings are still taking place and ask Cascade system

c. c. Usk Masterplan

Ann Bowyer will continue attending the Usk Masterplan meetings.

d. Little Mill Village Hall Committee

a. Providing an agenda is received by LCC a Councillor will attend the meeting.

12. Appointment of Councillors for Advisory Groups

a. Finance & Procedure

No change to the current system – Councillors who are available.

update signatories for Bank/Building Society mandate. (Action for the next ordinary meeting)

Confirm insurance cover and inventory

The asset register is up to date and all items are covered by the insurance. Proposed by Jenny Carpenter and seconded by Colin Deakins.

b. Environmental / Commons

The working group will continue to operate on a basis of availability.

c. The Diary representative

Ann Bowyer. Item to be added to agenda of ordinary minutes.

13. Audit 2023/2024

The audit will be submitted to the internal auditor at the end of May and agreed at the June meeting.

14. Meeting dates 2024/25

Dates of ordinary meetings have been circulated to councillors for the year. These dates are subject to change if required.

Meeting ended at 1857.