



**Annual Meeting Tuesday 27th May 2025
– Little Mill Village Hall – Buffet room –
1800**

1. Attendance

Cllr Deakins, Cllr Dando (remote attendance) Cllr Clarke, Cllr Carpenter, Cllr Storey

Members of public: County Councillors Kear, Howells

Clerk: By remote attendance

2. Apologies

Cllr Bowen-Sargent

3. Chairman's Remarks

Cllr Deakins thanked everyone for his support over the last year in his time as Chairman.

4. Appointment of Chair/ sign acceptance

Cllr Clarke nominated Cllr Deakins – seconded by Cllr Carpenter.

5. Appointment of Vice-Chair / sign acceptance

Cllr Carpenter nominated Cllr Dando, this was seconded by Cllr Deakins.

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

Councillors were assigned policies to review that are available on the website, no issues were identified with the policies, standing orders have been found to be up to date as have the Financial Regulations.

7. Review and adopt direct debits and regular payments

ICO, PWLB, HSBC, 97HOST and Microsoft Office Package and HMRC tax contributions. If Merlin Waste payments can be made by direct debit it will be arranged.

8. Adoption of Council's annual report

The Annual Report was circulated to councillors prior to the meeting. It was proposed for acceptance by Cllr Carpenter and seconded by Cllr Deakins subject to some layout editing prior to publication.

9. Appointment of Representatives for external bodies

- a. One Voice Wales Area Committee (x2)
 - (ii) Cllr Deakins & Cllr Clarke will attend.
- b. HMPS Community Liaison
 - (ii) These meetings are not taking place currently, but Cllr Carpenter will attend if they continue.
- c. Little Mill Village Hall Committee
 - (ii) Not a requirement to attend however Cllr Bowen-Sargent is a trustee so can relay any news back to LCC. County Cllr Kear is also a trustee and is happy to report back to LCC.
 - (iii) If LMVHA require any specific support from LCC they should write to The Clerk.
- d. Usk T.C Development Committee
 - (ii) Cllr Clarke will attend but if she cannot another councillor will be nominated subject to availability.

10. Appointment of Councillors for Internal Committees

- a. Finance & Procedure
 - (ii) (i) update signatories for Bank/Building Society mandate
 - (iii) Confirm insurance cover and inventory.
- b. Environmental / Commons

11. Meeting dates 2025-2026

- (ii) Meeting dates and venues accepted for the year. Clerk will circulate a timetable to Councillors, County Councillors and upload to the website.

Meeting end 1842

Signed by Chair as a record of accurate Minutes _____ dated: