

DRAFT MINUTES

1. Attendance

Cllr Deakins, Cllr Carpenter, Cllr Clarke, Cllr Dando (teams)

County Cllr Tony Kear

Clerk: Jacob Richards-Powell

2. Apologies

Cllr Jo Storey

County Councillor Meirion Howells

3. Chairperson's remarks

Chair thanked Cllrs and staff for their work and support for the year.

4. Election of officers

- Chairperson
 - Cllr Deakins nominated Cllr Carpenter
- Vice-Chairperson
 - Cllr Carpenter nominated Cllr Dando

5. Appointment of working group members

- Finance
 - Cllr Carpenter & Cllr Storey
- Environmental
 - Cllr Bowyer & Cllr Deakins
- Planning
 - Cllr Deakins & Cllr Dando

6. To confirm Governance Documents:

- Standing Orders
 - No amendments. Adopted.
- Financial Regulations
 - No amendments. Adopted.
- Council Policies
 - Welsh Language Policy
 - No amendments. Adopted.
 - Social Media Policy
 - No amendments. Adopted.
 - Internal Audit Policy
 - No amendments. Adopted.
 - Equality & Diversity Policy
 - No amendments. Adopted.
 - Democracy & Boundary Commission – Cymru (Formerly IRPW)
 - No amendments. Adopted.
 - Civility & Respect pledge

- OVW representatives to go back to OVW and query the requirement for this pledge.
7. **Adoption of Code of Conduct**
 - **Adopted for 2026-2027**
 8. **To review annual contracts and approve monthly payments***
 - **Merlin Environmental**
 - Annual contract approved. Clerk to make payment when invoice received and report on financial report.
 - **Office 365**
 - Approved annual payment.
 - **ICO**
 - Approved annual payment.
 - **97Host**
 - Approved monthly payments
 - **Public Works Loan Board**
 - Approved Biannual payment
 9. **To adopt Annual Report 2025-2026**
 - Adopted with amendments to include additional budget / costing information. Cllr vacancies.
 10. **To appoint representatives to external bodies**
 - **Usk Masterplan**
 - Cllr Clarke & Cllr Bowyer
 - **Usk Steering Group**
 - Cllr Clarke
 - **Little Mill Village Hall Association**
 - Cllr Deakins
 11. **To receive & approve statement of accounts 2025-2026**
 - Internal audit report received and circulated. Annual Report to be agreed June 2026
 12. **To approve meeting dates for Council meetings 2026-2027**
 - **Meetings to be held on the 4th Tuesday of each month with exception to December and May 2027, see below:**
 - **23rd June**
 - **27th July**
 - **No August**
 - **22nd September**
 - **7th October**
 - **24th November**
 - **5th January (for December)**
 - **26th January**
 - **23rd February**
 - **23rd March**
 - **27th April**
 - **20th May (election year)**

The annual meeting ended at 1830 and was closed by The Chair

Signed: