

**Minutes of the Meeting of Corsham Town Council as Trustee of
The Methuen (Town) Hall Charity – Registration No. 222278
held at the Town Hall on Monday 13 November 2023**

Present Councillor H Belcher OBE (Chair)
Councillors S Abbott, N Brakspear, A Brown, T Bush, M Jackson, A Jones,
R Hopkinson, J Robertson, A Thomas, G Ward, A White and R Williams

In Attendance Mrs M Jones (Head of Finance and Administration)
D Martin (Chief Executive)

In Attendance Online Councillor T Ellis and D Jarman

MH 32/23 Apologies

Apologies were received from J Brook and N Farmer.

MH 33/23 Declarations of Interest

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

There were none.

MH 34/23 Minutes of the Meeting of the Trustees held on 9 October 2023

Resolved

That the Minutes be approved as a true record and signed by the Chair.

MH 35/23 Matters Arising from the above Minutes

There were no matters arising.

MH 36/23 Authorisation of Cheques and Payments

Online Banking Payments

Name

Corsham Town Council - Cleaning Town Hall	£693.63
Amac Window Cleaning - Town Hall Window Cleaning	£259.20
Cathedral Leasing Ltd - Supply of Hygiene Services	£198.11

ES Electrical - Replace Emergency Light on Fire Escape	£208.20
Alarms and Electrical - Alarm call out and reset	£240.00
Charles Saunders - Caretakers Consumables	£119.05
John Williams - Attend Leak in Kitchen and Gents	£119.42
Fusion Framing - Repair to Stage Steps	£391.80
Perfect Rooms Upholstery Ltd - Friction and Magnetic Gliders for Curtains (deposit)	£219.80

Cheques

There were none

Sub-total **£2,449.21**

Cheques / IB Transfers Paid Outside of Meeting

There were none

Payments made by Direct Debit

Wiltshire Council - Non-Domestic Rates	
West Mercia Energy - Gas	£74.66
West Mercia Energy - Electricity	£375.55
Water 2 Business - Water Charges	£483.71
Sub-total	£933.92

TOTAL **£3,383.13**

Resolved

That the accounts be authorised for payment.

The meeting commenced at 8.41pm and closed at 8.42pm. There were no members of the public present.

CHAIR

DATE