

**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 8 January 2024**

**Present** Councillor H Belcher OBE (Chair)  
Councillors S Abbott, N Brakspear, A Brown, N Farmer, R Hopkinson, D Jarman,  
A Jones, A Mackie, G McCaffery, J Roberton, A Thomas, G Ward, A White and  
R Williams

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

**MH 42/23 Apologies**

Apologies were received from T Bush, T Ellis and M Jackson.

**MH 43/23 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 44/23 Minutes of the Meeting of the Trustees held on 11 December 2023**

**Resolved**

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

**MH 45/23 Matters Arising from the above Minutes**

There were no matters arising.

**MH 46/23 Budget 2024/25**

With reference to the reports to the Property and Amenities Committee on 29 November 2023 and the Finance and Administration Committee on 13 December 2023 the draft budget for 2024/25 had been considered.

**Resolved**

That the 2024/25 Methuen Hall budget be approved.

**MH 47/23 Authorisation of Cheques and Payments**

Corsham Town Council - Cleaning Town Hall	£742.24
Charles Saunders - Caretakers Consumables	£23.58
WES Doors - Automatic Door Call Out Charge	£150.00
Amazon - Eco Floor Cleaner Liquid 5ltr	£21.45
Clarity Water Hygiene - Annual Legionella and Water Management Contract	£716.40
Alarms and Electrical - Annual Service of Alarms and Emergency Lighting	£378.28

**Cheques**

There were none

**Sub-total**

**£2,031.95**

**Cheques / IB Transfers Paid Outside of Meeting**

There were none

**Payments made by Direct Debit**

Wiltshire Council – Non-Domestic Rates	£55.00
West Mercia Energy - Gas	£857.59
West Mercia Energy - Electricity	£464.82
<b>Sub-total</b>	<b>£1,377.41</b>

**TOTAL**

**£3,409.36**

**Resolved**

That the accounts be authorised for payment.

The meeting commenced at 8.20pm and closed at 8.21pm. There were no members of the public present.

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CHAIR

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DATE