

**Minutes of the Meeting of Corsham Town Council as Trustee of
The Methuen (Town) Hall Charity – Registration No. 222278
Held on Monday 12 December 2011**

Present Councillor P Anstey (Chairman)
Councillors Ms L Bray, Mrs J Collier, J Fraser, C Fuller, Mrs R Hopkinson,
M Jackson, Mrs N Kenna, C Riley, M Simpkins, R Taylor, Mrs M Wakeman
and Mrs P Witts

In Attendance Mrs M Jones (Administration Officer)
D Martin (Town Clerk)

MH 37/11 Apologies

Apologies were received from Councillors A Bosley, P Davis, C Lynch,
Mrs E Marston and N Keyworth

MH 38/11 Declarations of Interest

To receive any Declaration(s) of Interest under the Local Authority (Model
Code of Conduct) Order 2007 issued under SI No. 1159 including paragraph
12(2).

There were none.

MH 39/11 Minutes of the Meeting of the Trustees held on 14 November 2011

Resolved

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

MH 40/11 Matters Arising from the above Minutes

There were no matters arising.

MH 41/11 Authorisation of Cheques and Payments

Online Banking Payments

Name

Corsham Town Council - Open/Close/Clean	£579.43
PHS Group Plc - Service Contracts - Hygiene	£145.54
Stansbrook Guides Ltd - Advertisement	£222.00
Hill Waste Solutions - Service Contracts Recycling Collection	£15.24
Ultrawarm - Service of Convector Heaters in Town Hall	£594.00

Cheques

	£	Cheque No
Perfect Rooms - Re-Lining of Curtains on Town Hall Stairs	£270.00	779
Wessex Water - Water Charges	£555.59	780
Hydrotech Ltd - Window Cleaning	£85.00	781

Sub-total **£2,466.80**

Cheques / IB Transfers Paid Outside of Meeting

Qmatic (UK) Ltd - Retractable Barrier for Town Hall Stairs	£46.80
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Sub-total **£46.80**

Payments made by Direct Debit

Scottish Electric - Town Hall electricity supply	£275.00
Wiltshire Council - non domestic rates	£147.00
British Gas - Gas Supplies	£225.00
Scottish Electric - Electricity	£960.49

Sub-total **£1,607.49**

TOTAL **£4,121.09**

Resolved

That the cheques and payments be authorised for payment.

The Meeting commenced at 8.45pm and closed at 8.47pm. There were no members of the public present at the meeting.

CHAIRMAN

DATE