

**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 12 July 2021**

Present Councillor S Abbott (Chairman)
Councillors H Belcher, J Brook, A Brown, J Corbett, A Crockford, T Ellis,
N Farmer, R Hopkinson, M Jackson, D Jarman, J Robertson and A White

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

MH 12/21 Apologies

Apologies were received from Councillors S Driver, L Jefferson and R Preen.

MH 13/21 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 14/21 Minutes of the Meeting of the Trustees held on 14 June 2021

Resolved

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

MH 15/21 Matters Arising from the above Minutes

There were no matters arising.

**MH 16/21 Authorisation of Cheques and Payments
Online Banking Payments**

Corsham Town Council - Cleaning Town Hall	£456.36
Walker Fire - Fire Risk Assessment - Town Hall	£594.00
Pickerings Lifts - Lift Call Out/Annual Maintenance Contract	£771.16
Amac Window Cleaning - Window Cleaning Town Hall	£216.00
IWS - Water Hygiene Checks	£607.03
Dyno - Clear Blocked Drain at Town Hall Toilets	£156.00
Susannah Bennet - Booking Fee Refund	£36.00

Swindon Asbestos Surveying - Asbestos Survey Town Hall	£1,202.40
Langley Nurseries - Window Boxes and Hanging Baskets	£348.00
Cathedral Leasing Ltd - Supply of Hygiene Equipment	£182.52
Cheques	
There were none	
Sub-total	£4,569.47
Cheques / IB Transfers Paid Outside of Meeting	
There were none	
Payments made by Direct Debit	
West Mercia Energy - Gas	£256.57
West Mercia Energy - Electricity	£268.21
Hills Waste Solutions Ltd - Duty of Care Charge	£9.60
Sub-total	£534.38
TOTAL	<u>£5,103.85</u>

Resolved

That the accounts be authorised for payment.

The meeting commenced at 9.11pm and closed at 9.12pm. There were no members of the public present.

CHAIRMAN

DATE