

**Minutes of the Meeting of Corsham Town Council as Trustee of  
The Methuen (Town) Hall Charity – Registration No. 222278  
Held on Monday 8 December 2014**

**Present** Councillor Mrs R Hopkinson (Chairman)  
Councillors S Abbott, P Anstey, Ms L Bray, J Fraser, C Fuller, N Holder, M Jackson,  
D Jones, Mrs A Lock, Mrs P Pearson, M Simpkins, R Taylor, Mrs I Thompson,  
Mrs M Wakeman

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

**MH 37/14 Apologies**

Apologies were received from Councillors D Jarman, Miss M Morgan, N Pocock and P Whalley.

**MH 38/14 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 39/14 Minutes of the Meeting of the Trustees held on 10 November 2014**

**Resolved**

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

**MH 40/14 Matters Arising from the above Minutes**

There were no matters arising.

**MH 41/14 Authorisation of Cheques and Payments**

**Online Banking Payments**

| <b>Name</b>  | <b>£</b>  |
|--|-----------|
| Corsham Town Council - Open/Close/Clean  | £484.85   |
| Corsham Town Council - Transfer of Visit Wiltshire Fee paid on CTC Accounts in November in Error                 | £151.68   |
| Corsham Town Council - Transfer of Ladbrook Lane Cemetery Maintenance Paid by Wiltshire Council to Wrong Account | £2,265.60 |
| Roundstone Catering - New Cutlery for Town Hall  | £440.95   |

|  |                         |
|--|-------------------------|
| Walker Fire - Fire Extinguisher/Fire Blanket Service/Alarm Service | £432.99                 |
| Travis Perkins - Materials for Repair to Chamber Door              | £19.80                  |
| <b>Cheques</b>   |                         |
| There were none  |                         |
| <b>Sub-total</b>   | <b>£3,795.87</b>        |
| <b>Cheques / IB Transfers Paid Outside of Meeting</b>              |                         |
| There were none  |                         |
| <b>Sub-total</b>   | <b>£0.00</b>            |
| <b>Payments made by Direct Debit</b>                               |                         |
| EON - Town Hall Gas Supply   | £455.00                 |
| Wiltshire Council - Non Domestic Rates                             | £164.00                 |
| Viking - Caretakers consumables/Toilet Cleaner/Paper Towels        | £82.43                  |
| British Gas - Electricity Supply                                   | £766.39                 |
| <b>Sub-total</b>   | <b>£1,467.82</b>        |
| <b>TOTAL</b>   | <b><u>£5,263.69</u></b> |

**Resolved**

That the accounts be authorised for payment.

The meeting commenced at 9.00pm and closed at 9.02pm. There were no members of the public present.

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CHAIRMAN

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DATE