

**Minutes of the Meeting of Corsham Town Council as Trustee of  
The Methuen (Town) Hall Charity – Registration No. 222278  
held remotely on Monday 13 July 2020**

**Present** Councillor S Abbott (Chairman)  
Councillors P Anstey, H Belcher, A Brown, A Crockford, N Farmer,  
R Hopkinson, M Jackson, D Jarman, R LeVar, S Moysey, G Sanders,  
M Wakeman, A White and C Woodward

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

**MH 01/20 Apologies**

Apologies were received from Councillors L Bray and C Fuller.

**MH 02/20 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 03/20 Minutes of the Meeting of the Trustees held on 9 March 2020**

**Resolved**

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

**MH 04/20 Matters Arising from the above Minutes**

There were no matters arising.

**MH05/20 Independent Examiners Report and Accounts for 2019/20**

**Resolved**

That the Independent Examiner's Report and accounts for 2019/20 be approved.

## Invoices for Payment - Methuen Hall 14 April 2020

**Online Banking Payments****Name**

Corsham Town Council - Cleaning Town Hall	£456.36
Standbrook Guides - Town Hall Advertising	£270.00
Geze - Automatic Door Service	£174.00
Cathedral Leasing Ltd - Hygiene Services	£182.52

**Cheques**

There were none

**Sub-total****£1,082.88****Cheques / IB Transfers Paid Outside of Meeting**

There were none

**Payments made by Direct Debit**

Wiltshire Council - Non-Domestic Rates	£192.00
West Mercia Energy - Electricity	£342.06
Hills Waste Solutions Ltd - Duty of Care Annual Charge	£9.60
Water to Business - Town Hall Water Usage	£228.15

**Sub-total****£771.81****TOTAL****£1,854.69**

## Invoices for Payment - Methuen Hall 12 May 2020

**Online Banking Payments****Name**

Corsham Town Council - Cleaning Town Hall	£456.36
Dentons Directory - Advertising Town Hall as a Venue	£108.00
Zurich Insurance - Annual Lift Insurance	£3,111.65

**Cheques**

There were none

**Sub-total****£3,676.01****Cheques / IB Transfers Paid Outside of Meeting**

There were none

**Payments made by Direct Debit**

Wiltshire Council - Non-Domestic Rates	£0.00
West Mercia Energy - Gas	£299.90
Hills Waste Solutions Ltd - Duty of Care Annual Charge	£9.60

**Sub-total****£309.50****TOTAL****£3,985.51**

## Invoices for Payment - Methuen Hall 8 June 2020

### Online Banking Payments

#### Name

Corsham Town Council - Cleaning Town Hall	£456.36
IWS - Water Hygiene Services - March and May	£392.91
Kone - Lift Repair	£373.04

#### Cheques

There were none

#### Sub-total

**£1,222.31**

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

There were none

#### Payments made by Direct Debit

Wiltshire Council - Non-Domestic Rates	£0.00
West Mercia Energy - Gas	£230.14
West Mercia Energy - Electricity	£291.10
Hills Waste Solutions Ltd - Duty of Care Annual Charge	£9.60

#### Sub-total

**£530.84**

#### TOTAL

**£1,753.15**

## Invoices for Payment - Methuen Hall 13 July 2020

### Online Banking Payments

#### Name

Corsham Town Council - Cleaning Town Hall	£456.36
DCK Accounting Solutions - Year End Accounts 2020	£180.00
IWS Water Hygiene - Water Hygiene Services	£392.90
Cathedral Leasing Ltd - Quarterly Hygiene Services in Town Hall	£182.52

#### Cheques

There were none

#### Sub-total

**£1,211.78**

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

There were none

#### Payments made by Direct Debit

Wiltshire Council - Non-Domestic Rates	£0.00
West Mercia Energy - Gas May	£137.61
West Mercia Energy - Electricity - May	£273.41
Hills Waste Solutions Ltd - Duty of Care Annual Charge	£9.60

#### Sub-total

**£420.62**

#### TOTAL

**£1,632.40**

**Resolved**

That the accounts be authorised for payment.

The meeting commenced at 8.32pm and closed at 8.35pm. There were no members of the public present.

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CHAIRMAN

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DATE