

**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 11 July 2016**

**Present** Councillor Mrs R Hopkinson (Chairman)  
Councillors J Fraser, C Fuller, D Jarman, D Jones, Mrs A Lock, P Pearson,  
N Pocock, Mrs I Thompson, Mrs M Wakeman and P Whalley

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

**MH 12/16 Apologies**

Apologies were received from Councillors S Abbott, P Anstey, Miss L Bray,  
M Jackson, J Mitchell and R Taylor.

**MH 13/16 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 14/16 Minutes of the Meeting of the Trustees held on 13 June 2016**

**Resolved**

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

**MH 15/16 Matters Arising from the above Minutes**

There were no matters arising.

**MH 16/16 Authorisation of Cheques and Payments**

**Online Banking Payments**

<b>Name</b>	<b>£</b>
Corsham Town Council - Open/Close/Clean	£394.41
IWS - Water Hygiene Service	£136.50
Alarms & Electrical - Fire Extinguisher Service	£228.60
Direct Cleaning Services - Deep Cleaning of Public Areas in the Town Hall	£678.00

Kone - Annual Service Charge for Lift 01/06/2016 to 31/05/2017 £1,163.38

**Cheques**

Hydrotech Window Cleaning Ltd - Town Hall Window Cleaning

£95.00 835

**Sub-total**

**£2,695.89**

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

There were none

**Sub-total**

**£0.00**

**Payments made by Direct Debit**

Wiltshire Council - Non Domestic Rates

£169.00

**Sub-total**

**£169.00**

**TOTAL**

**£2,864.89**

**Resolved**

That the accounts be authorised for payment.

The meeting commenced at 8.21pm and closed at 8.22pm. There were no members of the public present.

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CHAIRMAN

\_\_\_\_\_  
DATE