Corsham
TOWN COUNCIL

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 May 2025

Present Councillor A Brown (Chair)
Councillors S Abbott, H Belcher OBE, N Brakspear, J Brook, T Ellis, R Hopkinson, D Jarman, B Keeler, A Mackie, G McCaffery, R Munn, G Ward and A White.

In Attendance Mrs K Gilby (Head of Finance and Administration)
Mr D Martin (Chief Executive)

MH 01/25 Apologies

There were none.

MH 02/25 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 03/25 Minutes of the Meeting of the Trustees held on 14 April 2025

Resolved

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

MH 04/25 Matters Arising from the above Minutes

There were no matters arising.

MH 05/25 Independent Examiners Report and Accounts for 2024/25

The report and accounts *(attached)* were considered.

Resolved

That the report and accounts be approved.

MH 06/25 Authorisation of Cheques and Payments

Online Banking Payments **Name**	
Amazon - Hand towels, Stair Cleaner	£32.07
Auditing Solutions Ltd - Independent Examiner Service (Internal Audit)	£216.00
Bath Minuet Group - Refund of Damage Deposit Paid by Bank Transfer (re Booking 10 May)	£200.00
Corsham Town Council - Cleaning of Town Hall in May and Open/Close in April	£823.75
Cumbria Clock Co - Annual Maintenance of Town Hall Clock	£228.00
Dentons - Town Hall Advertisement	£278.52
J R Tree and Land Services - Ground Repairs by Fire Exit	£348.88
S Rees Industrial - Window Cleaning	£60.00
Mrs S Watson - Repay Hall Hire Booking Fee	£30.00
Cheques There were none	
Sub-total	***£2,217.22***
Cheques / IB Transfers Paid Outside of Meeting There were none	
Payments made by Direct Debit	
Water 2 Business - Water Charges October-May	£506.00
West Mercia Energy - Gas and Electricity - March	£1,087.90
Wiltshire Council - Non-Domestic Rates Town Hall	£133.00
Sub-total	**£1,726.90**
TOTAL	**£3,944.12**

Resolved

That the accounts be authorised for payment.

The meeting commenced at 8.20pm and closed at 8.21pm. There were two members of the public present.

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CHAIR DATE