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3 December 2024

To: All Members of Corsham Town Council as Trustees of The Methuen (Town) Hall

Dear Councillor

The Methuen (Town) Hall – Registered Charity No 222278

The next meeting of the Charity will be held on Monday 9 December 2024 in the Town Hall commencing at the rise of the Meeting of Corsham Town Council, which is to be held earlier in the evening.

Yours sincerely

David J Martin  
CHIEF EXECUTIVE

#### AGENDA

1. Apologies
2. 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.
3. Minutes of the Meeting of the Trustees held on 11 November 2024 – *attached*.
4. Matters Arising from the above Minutes – *for information only*.
5. Authorisation of Cheques and Payments – *for approval*.