

**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 13 May 2024**

Present Councillor A Brown (Chair)
Councillors S Abbott, H Belcher OBE, N Brakspear, J Brook, T Bush, T Ellis,
N Farmer, R Hopkinson, D Jarman, A Jones, A Mackie, R Munn, A Thomas,
G Ward, A White and R Williams

In Attendance Mrs M Jones (Head of Finance and Administration)
Mrs K Gilby (Finance and Planning Officer)

MH 01/24 Apologies

Apologies were received from Councillors J Robertson and G McCaffrey.

MH 02/24 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 03/24 Minutes of the Meeting of the Trustees held on 8 April 2024

Resolved

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

MH 04/24 Matters Arising from the above Minutes

There were no matters arising.

MH 05/24 Authorisation of Cheques and Payments

Corsham Town Council - Town Hall Cleaning	£710.62
Cathedral Leasing Ltd - Supply of Hygiene Services	£198.11
Charles Saunders - Caretakers Items	£149.00
Nick Matthews Surveying Ltd - Town Hall Fire Escape Listed Building Application	£1,988.40
Cumbria Clock Company - Clock Servicing	£228.00
Dentons Directory - Advertising Town Hall as a Venue	£126.60

Fusion Framing - Repair to Interior Door at Town Hall	£48.00
Alarms and Electrical - Portable Fire Extinguishers Service, Battery for Fire Control Panel, Call Out to Fire Alarm Panel	£589.26
Amazon - Vacuum Cleaner for Town Hall	£139.00
Auditing Solutions Ltd - End of Year Audit	£210.00
Goughs Solicitors - Deed of Variation for Fire Escape	£1,251.60
Mitchell and Dickinson - Deposit for Secondary Glazing and Town Hall Window Refurbishment	£16,600.09
Cheques	
There were none	
Sub-total	£22,238.68
 Cheques / IB Transfers Paid Outside of Meeting	
There were none	
Payments made by Direct Debit	
Wiltshire Council – Non-Domestic Rates	£56.00
West Mercia Energy - Gas	£817.15
West Mercia Energy - Electricity	£449.00
Water 2 Business - Town Hall Water	£365.09
 Sub-total	 £1,687.24
 TOTAL	 <u>£23,925.92</u>

Resolved

That the accounts be authorised for payment.

The meeting commenced at 7.59pm and closed at 8.02pm. There were no members of the public present.

CHAIRMAN

DATE