

**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 9 December 2024**

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

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

**In Attendance Online** Councillor G Ward

**MH 36/24 Apologies**

Apologies had been received from Councillors T Ellis, N Farmer, G McCaffery,  
J Robertson, A Thomas and L Waugh.

**MH 37/24 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 38/24 Minutes of the Meeting of the Trustees held on 11 November 2024**

**Resolved**

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

**MH 39/24 Matters Arising from the above Minutes**

There were no matters arising.

**MH 40/24 Authorisation of Cheques and Payments**

**Online Banking Payments**

Corsham Town Council - Town Hall Cleaning	£825.00
S Rees Industrial Cleaning Ltd - Cleaning Town Hall Windows	£120.00
Coppard Plant Hire Ltd Telehandler Hire for Town Hall Stone Inspection	£410.40

Ultra Warm - Investigate Heater in Town Hall not Working	£120.00
Amazon - Paper Hand towels	£24.99
Alarms and Electrical - Annual Service Charge for Fire Alarms and Emergency Lighting	£378.28
Safety Signs for Less (Value Products Ltd) - Self Adhesive Signs for Automatic Door	£22.30
Charles Saunders - Toilet Paper and Cleaning Products	£63.86

**Cheques**

There were none

**Sub-total** **£1,964.83**

**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	£328.59
West Mercia Energy - Electricity	£476.17

**Sub-total** **£860.76**

**TOTAL** **£2,825.59**

**Resolved**

That the accounts be authorised for payment.

The meeting commenced at 7.52pm and closed at 7.53pm. There were no members of the public present.

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CHAIR

\_\_\_\_\_  
DATE