

**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 March 2017**

**Present** Councillor Mrs R Hopkinson (Chairman)  
Councillors P Anstey, Miss L Bray, J Fraser, M Jackson, D Jarman, D Jones,  
P Pearson, N Pocock, M Simpkins, R Taylor, Mrs I Thompson and P Whalley

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

**MH 53/16 Apologies**

Apologies were received from Councillors S Abbott, N Farmer, C Fuller, Mrs A Lock and Mrs M Wakeman.

**MH 54/16 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 55/16 Minutes of the Meeting of the Trustees held on 13 February 2017**

**Resolved**

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

**MH 56/16 Matters Arising from the above Minutes**

There were no matters arising.

**MH 57/16 Authorisation of Cheques and Payments**

**Online Banking Payments**

<b>Name</b>	
Corsham Town Council - Open/Close/Clean	£460.94
Corsham Town Council - Repay Sash Window Survey Paid in Error from CTC	£120.00
Alarms and Electrical - Call Out and Disconnect Fire Alarm in Ladies for Refurbishment	£132.00
Travis Perkins - Interior Paint for the Town Hall	£75.68

Creative Office Interiors Ltd - Final Payment for Ladies Toilet Refurbishment	£3,536.64
Corsham and Box Matters - Advertising the Town Hall as a Venue	£112.50
Charles Saunders - Toilet Paper, Hand Towels and Disinfectant	£38.56
IWS Water Hygiene - Town Hall Water Hygiene Services Dec 16-Feb 17	£170.10
<b>Cheques</b>	
There were none	
<b>Sub-total</b>	<b>£4,646.42</b>
<b>Cheques/IB Transfers Paid Outside of Meeting</b>	
Frontstage Furnishings Ltd - 50% Payment Town Hall Carpet Re-fit	£2,473.80
<b>Payments made by Direct Debit</b>	
Wiltshire Council – Non-Domestic Rates	£169.00
West Mercia Energy - Electricity Oct 16 - Mar 17	£1,226.61
West Mercia Energy - Town Hall Gas	£273.78
Hills Waste Solutions Ltd - Refuse Collections from Town Hall	£52.08
<b>Sub-total</b>	<b>£4,195.27</b>
<b>TOTAL</b>	<b><u>£8,841.69</u></b>

**Resolved**

That the accounts be authorised for payment.

The meeting commenced at 8.23pm and closed at 8.24pm. There were no members of the public present.

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CHAIRMAN

\_\_\_\_\_  
DATE