



Dear Councillors,

You are summoned in accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) to a meeting of the Full Council of Melksham Town Council for the transaction of the business shown on the agenda below.

Wednesday 13th May **2026**, to be held at 18.30, Seend Community Centre, Seend, Melksham.

Public Participation.

Members of the public and the press may attend this meeting. Public participation will take place near the start of the meeting.

Each speaker is limited to three minutes, with a total public session of 20 minutes.

Members of the public are requested to send their questions to clerk@seendparishcouncil.co.uk by noon on the working day before the meeting. You should still attend the meeting, in person to ask your question.

No decisions will be made on matters not already on the agenda. The Council may ask the public and press to leave if confidential matters need to be discussed.

The Seven Principles of Public Life.

All members are reminded of their duty under the code of conduct to uphold the Seven Principles of Public Life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Hayley Bell', with a horizontal line underneath.

Miss Hayley Bell – CEO



Seend Parish Council

THE ANNUAL PARISH MEETING

Wednesday 13th May 2026

19.00 pm

Seend Community Centre

All members of the parish are invited to attend.

Clubs and organisations are invited to give a report.

AGENDA

1. Apologies.

To receive apologies for absences

(Local Government Act, 1972 s.85)

2. To Confirm the minutes of the previous Annual Parish Meeting

3. Chairman's Annual Report of the Parish Council

4. Councillor Reays Report

5. Statement of the Parish Council's accounts to 31st March

6. Reports from the Village Organisations

6. Any other business

If you are unable to attend, but would like your club's report to be read out, please send a copy to the Clerk by Monday, 11th May 2026

clerk@seendparishcouncil.gov.uk



Seend Parish Council