

13th June 2026

Dear Councillors,

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

Tuesday 28th July, to be held at 18.30, Irene Usher Hall, 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,



Miss Hayley Bell – Parish Clerk

- 1. Apologies.** **18.30 – 18.35**
To receive apologies for absences

(Local Government Act, 1972 s.85)
- 2. Declaration of Interests.** **18.35 – 18.40**
To declare an interest relating to the business of the meeting.

(Seend Parish Council Code of Conduct)
- 3. Minutes** **18.40 – 18.45**
To approve the minutes of the previous meeting, Tuesday, 30th June 2026.

(Local Government Act 1972, s. 12)
- 4. Action Tracker** **18.55 – 19.10**
- 5. Public participation** **19.10 – 19.30**
To allow public participation, 3 minutes per person, 20 minutes allocation.

(Local Government Act 1972, s. 12)
- 6. Wiltshire Councillor Raey Updates** **19.30 – 19.40**
- 7. A) Speed Watch – Update Cllr Savage** **19.40 – 19.55**
B) Sub Committees Updates
C) Melksham Without Parish Council Request
- 8. Reports from Parish Councillors** **19.55 – 20.00**
- 9. Planning Applications** **20.15 – 20.20**

None to consider.
- 10. Parish Steward** **20.20 – 20.25**
- 11. Payments**
 - Income and expenditure summary
 - Bank reconciliation
 - Balance sheet or statement of reserves

To note and accept Julys payments – Cllr Akerman and Cllr Savage to approve payments



Seend Parish Council

Payee	Amount	Reason
Hugo Fox	£23.99	Web Site
Irene Usher Hall	£25.00	Hall Hire
Miss H Bell	£515.32	Salary
Scribe	37.20	Accounts Package

Next meeting, Tuesday 25th August 18.30 pm – Irene Usher