



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', written over a horizontal line.

Miss Hayley Bell – CEO



Full Council

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

(Local Government Act, 1972 s.85)
- 2. To Confirm the minutes** **18.35 – 18.40**
- 3. Election of Chairman** **18.40 – 18.42**
- 4. Election of Vice Chairman** **18.42 – 18.45**
- 5. To appoint members to the following external bodies** **18.45 – 18.50**
 - Devizes Area Board
 - Devizes LHFIFG
 - Police Liaison Rep
 - Seend Community Centre
 - Seend Lye field
 - Seend CL and AT
 - Footpath Liaison Rep
- 6. To appoint members to Parish Council Sub Committees** **18.50-18.55**
 - Planning Sub Committee
 - Precept Sub Committee
 - Highways Sub Committee
 - Neighbourhood Plan Rep
 - Flood Action Plan Committee
 - Assets and Maintenance Rep
 - Parish Steward Rep
- 6. Items to note** **18.55 – 19.00**
- 7. Date of Next Meeting, May 26th 2026 18.30**