



## Seend Parish Council

21<sup>st</sup> April 14, 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 28<sup>th</sup> April, 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](mailto: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 – Parish Clerk



## Seend Parish Council

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| <b>1. Apologies.</b>   | <b>18.30 – 18.35</b> |
| To receive apologies for absences<br><br>(Local Government Act, 1972 s.85)   |                      |
| <b>2. Declaration of Interests.</b>  | <b>18.35 – 18.40</b> |
| To declare an interest relating to the business of the meeting.<br><br>(Seend Parish Council Code of Conduct)                          |                      |
| <b>3. Minutes</b>  | <b>18.40 – 18.45</b> |
| To approve the minutes of the previous meeting, Tuesday, 24 <sup>th</sup> February 2026.<br><br>(Local Government Act 1972, s. 12)     |                      |
| <b>4. Co Option – To consider applications for co-option to the Parish Council and if appropriate, resolve to co-opt a new member.</b> | <b>18.45 – 18.55</b> |
| <b>5. Action Tracker</b>   | <b>18.55 – 19.10</b> |
| <b>6. Public participation</b>   | <b>19.10 – 19.30</b> |
| To allow public participation, 3 minutes per person, 20 minutes allocation.<br><br>(Local Government Act 1972, s. 12)                  |                      |
| <b>7. Wiltshire Councillor Tamara Raey Updates</b>   | <b>19.30 – 19.40</b> |
| <b>8. Rusty Lane Ownership – Council to consider the gift of ownership of Rusty Lane.</b>  | <b>19.40 – 19.50</b> |
| <b>9. A) LHFIG – Update Cllr Halliday<br/>B) Speed Watch – Update Cllr Savage<br/>C) Area Board – Update Cllr Halliday</b>             | <b>19.50 – 19.55</b> |
| <b>10. Reports from Parish Councillors</b>   | <b>19.55 – 20.00</b> |
| <b>11. Neighbourhood Plan</b>  | <b>20.00 – 20.10</b> |

Recommendation that Seend Parish Council agrees to proceed with the required updates to the Seend Neighbourhood Plan, with Carola Thorpe Neighbourhood To lead the steering group.



## Seend Parish Council

The steering group may engage Place Studios as needed, subject to all costs being pre-approved by the Parish Council due to the limited budget. Approved expenditure will commence from the 1<sup>st</sup> of April 2026.

### **12. Annual Parish Meeting** **20.10 – 20.15**

To note, Wednesday 13<sup>th</sup> May 18.30 pm, all residents are welcome.

### **13. Planning Applications** **20.15 – 20.20**

**None to consider.**

### **14. Parish Steward** **20.20 – 20.25**

### **15. Payments** **20.25 – 20.30**

**To note and accept April payments**

<b>Payee</b>	<b>Amount</b>	<b>Reason</b>
Hugo Fox	£23.99	Web Site
Miss H Bell	£495.91	Salary
WALC	£511.67	WALC and NALC Membership
Scribe	37.20	1 <sup>st</sup> April 2026

**To note income precept payment £17,051.50 17/04/2026**

**Recommendation: That Seend Parish Council appoints Mullbury Accounts to undertake the internal audit for 2025 - 2026 at a rate of £75.00 per hour plus VAT.**

### **16. Policies**

**Council to adopt updated policies.**

- **Standing Orders**
- **Financial Regulations**
- **Code of Conduct**
- **Privacy Notice**
- **Information Policy**
- **Data Protection Policy**
- **Publication Scheme**



## Seend Parish Council

**Next meeting, Tuesday 26<sup>th</sup> May 18.30 pm – Irene Usher**

**Annual Parish Meeting: Wednesday, 13 May 2026, 18:30pm – Community Centre**