



# Melksham Town Council

Town Hall, Market Place, Melksham, Wiltshire, SN12 6ES

Tel: (01225) 704187

Town Clerk Tracy Predeth BA(Hons), MPA, FLSCC

To: Councillor P Alford (MTC)  
Councillor M Blackham (MWPC)  
Councillor M Harris (MWPC)  
Councillor J Glover (MWPC)  
Councillor A Griffin (MTC)

25/6/2025

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are notified of the **Cemeteries Task & Finish Group** meeting of the Melksham Town Council and Melksham Without Parish Council.

The meeting will be held in the council chamber at the Town Hall, Market Place, Melksham, Wiltshire, SN12 6ES on Tuesday 8<sup>th</sup> July 2025 commencing at 5:30 pm.

Yours sincerely

Miss Hayley Bell

Acting CEO/Town Clerk

**Melksham Town Council**  
**Cemeteries Task & Finish Group**

**Tuesday 8<sup>th</sup> July 2025**

**At 17:30**

In the exercise of Council functions. Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivery services under the public sector Equality and Diversity Act 2010.

**AGENDA**

**1. Chair**

**To appoint a chair of the meeting and of the Working Group**

**2. Apologies**

To receive apologies for absence.

**3. Declaration of Interest**

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

**4. Parameters**

To define the issues and to agree Terms of Reference

**5. Next Steps**

To agree next steps.