



2025

MELKSHAM TOWN COUNCIL



Community Allotment Task & Finish Group

Tuesday 28 April 2025



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

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towncouncil@melksham-tc.gov.uk

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MELKSHAM TOWN COUNCIL

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

CEO Miss Hayley Bell, Assoc CIPD, CertHE, FSLCC

01225 704187

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Tuesday 21 April 2026

Dear Councillors P Aves, A Westbrook, J Westbrook & A Whitlock

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

Tuesday 28 April 2026, to be held at 18.00 in the Council Chamber, Melksham Town Hall, Market Place, Melksham, SN12 7ES.

No decisions will be made on matters not already on the agenda.

[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 – CEO

AGENDA

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|---|----------------------|
| 1. Apologies.
To receive and consider acceptance for apologies and absences

(Local Government Act, 1972 s.85) | 19.00 – 19.01 |
| 2. Declaration of interests.
To declare an interest relating to the business of the meeting.

(Melksham Town Council Code of Conduct) | 19.01 – 19.02 |
| 3. Chair
To appoint a chair of the group | 19.02 – 19.05 |
| 4. Terms of reference

To define and approve the aims of the group and to set, so far as is possible, a timetable. | 19.05 – 19.10 |
| 5. Next Steps

To discuss and agree next steps | 19.10 – 19.55 |

