

MINUTES
of the Extraordinary HR Committee
held on Wednesday 4th March 2020 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Fraser (East)	*	Cllr Fryer (Broadway)	*
Cllr Jeffries (Copheap)	*	Cllr Robbins (East) Vice-Chairman	A
Cllr Macfarlane (West) Chairman	*		

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Domett (Assistant Town Clerk), Judith Halls (Office Manager)

Council Members: Ridout.

Public and press: 0 member of the public and 0 press

HR/19/045 Apologies for absence
Apologies were received and accepted from Cllr Robbins.

HR/19/046 Declarations of Interest
None

HR/19/047 Public Participation
None

HR/19/048 Staffing Matters
HR/19/048.1 CCTV Operative.
Members **ratified** the appointment of the new CCTV Operative.
HR/19/048.2 Café Supervisor
Members **ratified** the appointment of the new Cafe Supervisor.
HR/19/048.3 Casual Civic Centre Staff
Members recorded their thanks to Darcy Francis and agreed that if her travel plans had to be changed, she was welcome to rescind her resignation. Members **approved** the recruitment of one or more casual staff for the Civic Centre.

HR/19/048.4 Seasonal Staff

Members **approved** the recruitment of seasonal staff to work in the Café and on boat hire at the national living wage and national minimum wage.

HR/19/048.5 Assistant Clerks Report

Members received for decision staffing issues contained within the Assistant Clerk's report (confidential minute).

HR/19/049 Communications

None.

Meeting closed at 7.30pm

Date of next meeting: 23th March 2020

Minutes from this meeting will be available to all members of the public either from our website www.warminster-tc.gov.uk or by contacting us at Warminster Civic Centre.