

MINUTES
of the Extraordinary HR Committee
held on Monday 29th November 2021 at 6.00pm
at Warminster Civic Centre

Membership:

Cllr Brett (East)	*	Cllr Jeffries (North) Chairman	*
Cllr Davis (East)	*	Cllr Syme (Broadway)	*
Cllr Fraser (West)	*		

Key: * Present A Apologies AB Absent V Virtual

In attendance:

Officers: Tom Dommett (Deputy Town Clerk), Judith Halls (Office Manager)

HR/21/028 Apologies for absence
There were no apologies for absence.

HR/21/029 Declarations of Interest
There were no declarations of interest were received under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

HR/21/030 Chairman's Announcements
There were no Chairman's announcements.

HR/21/031 Questions
There were no questions from members of the committee that had been submitted to the town clerk in advance of the meeting.

HR/21/032 Public Participation
There were no members of the public in attendance. There were no petitions, deputations, or statements submitted.

HR/21/033 Communications

Members requested a press release be about the appointment of the new Town Clerk, Tom Dommett.

Cllr Jeffries was appointed as the spokesperson if required.

Confidential session pursuant to Section 1 (2) of the Public Bodies Admission to Meetings) Act 1960; the Council, by resolution, may exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

HR/21/034 Appointment to a Town Clerk and Responsible Financial Officer

Members received the recommendation from the interview panel and unanimously resolved on the appointment of the Town Clerk and Responsible Financial Officer as Tom Dommett.

HR/21/035 Staffing Matters

Member unanimously agreed to the commencement of the recruitment of a Deputy Town Clerk and set the salary scale for this post.

Meeting closed 6.07pm

The next scheduled meeting for this committee is:

Monday 7th February 2022, 7pm

This meeting is available to all members of the public either live from our website www.warminster-tc.gov.uk or by contacting us at Warminster Civic Centre.