

MINUTES
of the HR Committee
held on Monday 7th February 2022 at 7.00pm
at Warminster Civic Centre

Membership:

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

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett (Town Clerk & RFO), Judith Halls (Deputy Town Clerk)

HR/21/036 Apologies for absence

Apologies were received and accepted from Cllr Syme.

HR/21/037 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/21/038 Minutes

HR/21/038.1 The minutes of the HR Committee meeting held on Monday 4th October 2021 and the extraordinary meeting of the HR Committee held on Monday 29th November 2021 were approved as a true record and signed by the chairman

HR/21/038.2 There were no matters arising from the minutes of the HR Committee meeting held on Monday 4th October 2021 and the extraordinary meeting of the HR Committee held on Monday 29th November 2021.

HR/21/039 Chairman's Announcements

There were no Chairman's announcements.

HR/21/040 Questions

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

HR/21/041 Public Participation

There were no members of the public in attendance. There were no petitions, deputations, or statements submitted.

HR/21/042 Health and Safety Report

The Health and Safety Report for October 2021 to December 2021 inclusive was **Noted**.

Members requested Bus Shelters be included in future reports.

HR/21/043 Communications

HR/21/043.1 The members to decide on items requiring a press release.

HR/21/043.2 The members to confirm their spokesperson for any item listed on the agenda to report on the committee's decision if required.

No communications were requested for this meeting.

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/21/044 Staffing Matters

Members received, noted and resolved on an update on internal HR matters.

Meeting closed 8.20pm

The next scheduled meeting for this committee is to be confirmed.