

**Minutes
Of the HR Committee
Held on Monday 9th September 2024 at 6pm
at
Warminster Civic Centre**

Membership:

Clr Allensby (West) Chairman	*	Clr Jeffries (North)	*
Clr Cooper (Broadway)	*	Clr Keeble (West)	*
Clr Fraser (West)	AB	Clr Parks (North)	*

Key: * Present A Apologies AB Absent

In attendance:

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

HR/24/011 Apologies for Absence
There were no apologies for absence.

HR/24/012 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/24/013 Minutes
HR/24/013.1 The minutes of the of the HR Committee meeting held on Tuesday 9th July 2024 were approved as a true record and signed by the chairman.
HR/24/003.2 There were no matters arising from the minutes of the HR Committee meeting held on Tuesday 9th July 2024.

HR/24/014 Chairman's Announcements
There were no announcements made by the chairman.

HR/24/015 Questions
There were no questions submitted in advance by members of the council.

HR/24/016 Public Participation

There was no public participation.

Members Resolved to go into 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/24/017 Staffing Matters

Members received, noted and resolved on the Clerks Report on internal HR matters.

HR/24/018 Communications

Members agreed to the issue of a press release to be issued on the opening hours of the Pavilion Café with Cllr Allensby as spokesperson.

Meeting closed 6:40pm

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

Next scheduled meeting: Monday 7th October