

22nd May 2025

AGENDA

Dear Councillor

You are summoned to a meeting of the:

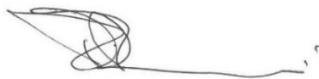
HR Committee Meeting
on Thursday 29th May 2025 at 7pm
to be held at
Civic Centre, Sambourne Road, Warminster, BA12 8LB
Membership:

Cllr Allensby (West)	Cllr Jones (North)
Cllr Cooper (Broadway) Chairman	Cllr Keeble (West)
Cllr Davis (East)	

Members of the public are warmly welcome to attend meetings of the Council and its committees, unless excluded owing to the confidential nature of the business.

Copied to all other members for information.

Yours sincerely



Tom Dommett CILCA
Town Clerk and Responsible Financial Officer

- 1. Election of Vice Chair**
To elect a vice chair for the current municipal year 2025/26.
- 2. Apologies for Absence**
To receive and accept apologies, including reason for absence, from those unable to attend
- 3. Declarations of Interest**
To receive any declarations of interest under Warminster Town Council's (WTC) Code of Conduct issued in accordance with the Localism Act 2011.

4. **Minutes**

4.1 To approve as a correct record, the minutes of the HR Committee meeting held on Monday 3rd February 2025. Copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.

4.2 To note any matters arising from the minutes of the HR Committee meeting held on Monday 3rd February 2024.

5. **Chairman's Announcements**

To note any announcements made by the chairman.

6. **Questions**

To receive questions from members of the committee submitted to the clerk in advance of the meeting.

Standing Orders will be suspended to allow for public participation.

7. **Public Participation**

To enable members of the public to address the committee with an allowance of three minutes per person regarding any item on the agenda and to receive any petitions and deputations.

8. **Clerks Report**

To receive the Clerk's non-confidential report. **(See attached).**

Standing Orders will be reinstated following public participation.

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.

9. **Health and Safety Report**

The HR Committee has responsibility, all health & safety issues and the relevant required risk assessment for the management of the risk.

Members to note the incident report for February 2025 – May 2025 inclusive. **(See attached) (Confidential papers attached for committee members only).**

10. **Staffing Matters**

To receive the Clerk's reports covering ongoing HR issues.

(See attached) (Confidential papers attached for committee members only).

Members to note or resolve accordingly.

11. **Property Matters**

To receive the Clerk's report concerning the Council Property in Weymouth Street.

Members to note or resolve accordingly.

12. Communications

The members to decide on items requiring a press release and nominate a spokesperson if required.

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: 6th October 2025

The Clerk's report

8. Staffing Matters - Town Clerk's Report

8.1 National Pay Negotiations 2025/26

The main local government unions, Unison, the GMB and Unite which between them represent 1.4 million council and school staff across England, had submitted a pay claim seeking a pay rise of £3,000 for all employees in 2025-26.

In addition they called for a minimum hourly rate of £15 from 2026, an extra day of annual leave, a two-hour reduction in the working week, and the right for school staff to take at least one day of leave during term time.

Council staff have been offered a 3.2% pay rise in what employers are describing as a "full and final" offer. The offer from National Employers, which negotiates pay on behalf of 350 local authorities in England, Wales and Northern Ireland, also includes a proposal to delete the bottom pay point from the national pay spine on 1 April 2026.

The chair of the National Employers said it was "fair" given "the wider economic backdrop" and said the offer meant the lowest paid council employees, currently earning £23,656 per annum, would have seen their pay increase by more than £6,000 over the four years since April 2021, equivalent to a 33% increase.

The trade union Unison has joined GMB and Unite in recommending their members reject the pay offer from council employers

Members to note