

**Minutes  
Of the HR Committee  
Held on Thursday 29<sup>th</sup> May 2025 at 7pm at  
Warminster Civic Centre**

**Membership:**

<b>Cllr Allensby (West)</b>	<b>A</b>	<b>Cllr Jones (North)</b>	<b>*</b>
<b>Cllr Cooper (Broadway) Chairman</b>	<b>*</b>	<b>Cllr Keeble (West)</b>	<b>*</b>
<b>Cllr Davis (East)</b>	<b>A</b>		

Key: \* Present    A Apologies    AB Absent

**In attendance:**

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

**HR/25/001      Election of Vice Chair**

Councillor Jones was elected vice chair for the current municipal year.

**HR/25/002      Apologies for Absence**

There were apologies for absence received from Cllrs Allensby and Davis.

**HR/25/003      Declarations of Interest**

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

**HR/25/004      Minutes**

**HR/25/004.1** The minutes of the of the HR Committee meeting held on Monday 3<sup>rd</sup> February 2025 were approved as a true record and signed by the chairman.

**HR/25/004.2** There were no matters arising from the minutes of the HR Committee meeting held on Monday 3<sup>rd</sup> February 2025.

**HR/25/005      Chairman's Announcements**

There were no announcements made by the chairman.

**HR/25/006      Questions**

There were no questions submitted in advance by members of the committee.

**HR/25/007**      **Public Participation**  
There was no public participation.

**HR/25/008**      **Clerks Non-confidential Report**  
**National Pay Negotiations 2025/26**  
**Members noted** that council staff have been offered a 3.2% pay rise in what the National Employers are describing as a “full and final” offer. The Trade Unions – Unite, GMB and Unison are balloting their members while recommending their members reject the pay offer.

**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/25/009**      **Health and Safety Report**  
**Members received and noted the incident report for February 2025 – May 2025 inclusive.**

**HR/24/010**      **Staffing Matters**  
**Members received, noted and resolved on the Clerks Report on internal HR matters.**

**HR/24/011**      **Property Matters**  
**Members received, noted and resolved on the Report on the council property in Weymouth Street.**

**HR/24/012**      **Communications**  
No press releases were requested.

**Meeting closed 8:00pm**

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

**Next scheduled meeting: 6<sup>th</sup> October 2025.**