Minutes
of the Extra Ordinary Meeting of the HR Committee
Held on Thursday 4th September 2025 at 7pm at
Warminster Civic Centre

Membership:

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

Key: * Present   A Apologies   AB Absent

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

HR/25/021   **Apologies for Absence**
Apologies for absence received from Councillor Davis and Cllr Keeble.

HR/25/022   **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/25/023   **Chairman's Announcements**
There were no announcements made by the chairman.

HR/25/024   **Questions**
There were no questions submitted in advance by members of the committee.

HR/25/025   **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.

Signed……………………………………………………Date……………………………..

HR/25/026 **Staffing Matters**
      Members received, noted and resolved on the Clerks Report on internal HR matters.

HR/25/027 **Communications**
      A press releases was requested regarding the appointing a civic centre apprentice when this took place.

      Meeting closed 7:39pm

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.