

**Minutes
of the HR Committee
Held on Monday 2nd February 2026 at 7pm at
Warminster Civic Centre**

Membership:

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

Key: * Present A Apologies AB Absent

In attendance:

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

HR/25/050

Apologies for Absence

There were no apologies for absence.

HR/25/051

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/25/052

Minutes

HR/25/052.1 The minutes of the of the HR Committee meeting held on Monday 8th December 2025 were approved as a true record and signed by the chairman.

HR/25/052.2 There were no matters arising from the minutes of the HR Committee meetings held on Monday 8th December 2025.

HR/25/053

Chairman's Announcements

There were no announcements made by the chairman.

HR/25/054

Questions

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

HR/25/055

Public Participation

There was no public participation.

HR/25/056 Bouncy Castle and an Inflatable Slide for the Civic Centre
Members resolved to approve the purchase of Bouncy Castle and an Inflatable Slide with all the associated equipment. The monies of £3,300 to be taken from General Reserves.

HR/25/057 Estate Mangers' Report
Members noted the Estate Managers Report.

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/25/058 Health and Safety Report
Members received and noted the incident report for December 2025 – January 2026 inclusive.

HR/25/059 Change of Health and Safety Monitoring System
Members ratified the change in the council's Health and Safety Monitoring system.

HR/25/060 Discretions Policy
Members reviewed and resolved to approve the Discretions Policy, a Mandatory requirement of the Local Government Pension Scheme.

HR/25/061 Staffing Matters
Members noted and resolved on the Clerks report.

HR/25/062 Communications
No press releases were requested.

Meeting closed 8:20pm

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: TBC 2026.