

20<sup>th</sup> April 2026

## AGENDA

Dear Councillor

You are summoned to an extra ordinary meeting of the:

**HR Committee Meeting**  
**on Monday 27<sup>th</sup> April 2026 at 6.30pm**  
**to be held at**  
**Civic Centre, Sambourne Road, Warminster, BA12 8LB**  
**Membership:**

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

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



**Councillor Andrew Cooper**  
**Mayor of Warminster**

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- Apologies for Absence**  
**To receive and accept** apologies, including reason for absence, from those unable to attend
  - 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.

**3. Chairman's Announcements**

**To note** any announcements made by the chairman.

**4. 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.***

**5. 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.

***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.**

**6. Staffing Matters**

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

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

**7. Property Matters**

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

**Members to note**

**8. 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](http://www.warminster-tc.gov.uk) or by contacting us at Warminster Civic Centre.*

**Next scheduled meeting: 26<sup>th</sup> May 2026**