

**MINUTES**  
**of the HR Committee**  
**held on Thursday 22<sup>nd</sup> August 2019 at 6pm**  
**at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

**Membership:**

Cllr Fraser (East)	*	Cllr Fryer (West)	*
Cllr Jeffries (Copheap)	*	Cllr Robbins (East) Vice-Chairman	*
Cllr Macfarlane (West) Chairman	*		

**Key:** \* Present    A Apologies    AB Absent

**In attendance:**

**Officers:** Tom Domett (Assistant Town Clerk), Judith Halls (Office Manager)

**Council Members:** Cllrs Batchelor, Davis, Jolley, Nicklin and Pitcher

**Public and press:** 0 member of the public and 0 press

**HR/19/012**    **Apologies for absence**  
None

**HR/19/013**    **Declarations of Interest**  
No declarations of interest under the Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011 were received.

**HR/19/014**    **Minutes**  
**HR/19/014.1** The minutes of the HR committee meeting held on 5<sup>th</sup> July 2019 were approved and signed by the Chairman.  
**HR/19/014.2** No matters arising.

**HR/19/015**    **Chairman's Announcements**  
None.

**HR/19/016**    **Questions**  
None.

**HR/19/017 Public Participation**  
**None.**

**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/19/018 Staffing Matters**  
**Members received the Clerk's report, and agreed on what actions should be taken.**

**HR/19/019 Communications**  
**None.**

**Date of next meeting: 14<sup>th</sup> October 2019**

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