



If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email clerk@mardenkent-pc.gov.uk.

TO ALL MEMBERS OF HR SUB-COMMITTEE

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the meeting of Marden Parish Council HR Sub-Committee to be held on Tuesday 15th April 2025 commencing at 11.00am in the Parish Office Meeting Room, Goudhurst Road, Marden.

Alison Hooker

Alison Hooker (Mrs)
Clerk to Marden Parish Council
8th April 2025

AGENDA

27/25 PRESENT

28/25 APOLOGIES

Please inform the Clerk of any apologies by 9am on 6th January 2025.

29/25 COUNCILLOR INFORMATION

Declaration of Interest
Granting of Dispensation

30/25 MINUTES OF PREVIOUS HR SUB-COMMITTEE MEETING

Cllrs to receive, and agree, the minutes of the HR Sub-Committee meeting held on 3rd February 2025.

25/25 STAFFING/OFFICE ISSUES

Office Issues:

To be raised at the meeting if required.

Employees Handbook

Cllrs to consider updated the HR Employees Handbook following training undertaken by the Clerk. Full report will be given at the meeting.

Appraisals

To receive notification of staff appraisal dates.

The Chairman will read out the following statement:

I PROPOSE THAT PURSUANT TO PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC BE EXCLUDED FROM THE MEETING BECAUSE OF THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS TO BE TRANSACTED:

Part I of the meeting will be closed and all the following to discussed under Part II Confidential meeting.

26/25 CONFIDENTIAL STAFFING ISSUES

Other Staffing Issues

Update from Interviews held on Thursday 10th April

Position of Parish Groundsperson

Other Confidential Staffing Issues