



**MINUTES OF THE HUMAN RESOURCES SUB-COMMITTEE HELD ON TUESDAY
15TH APRIL 2019 IN THE PARISH OFFICE MEETING ROOM, GOUDHURST ROAD,
MARDEN COMMENCING AT 2.30PM**

86/19 PRESENT

Cllrs Jones, Mannington and Tippen (in the Chair) were in attendance. The Clerk was also in attendance.

87/19 APOLOGIES

Cllr Boswell gave her apologies

88/19 DECLARATIONS OF INTEREST

There were no declarations of interest

89/19 GRANTING OF DISPENSATION

There were no requests for dispensation

90/19 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public in attendance

91/19 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 2nd April 2019 were agreed and signed as a true record.

92/19 STAFFING ISSUES

The Clerk had provided a list of HR Policies which required reviewing. Cllrs were asked to read through and make recommendations for amendments to the Clerk prior to the next HR Sub-Committee meeting.

The Clerk had met with the two caretakers and self-employed groundsman to discuss the work required for the Spring and Summer months now that the cemetery caretaker had reduced his hours. It was hoped that all three could work together at least one morning per week.

93/19 OFFICE ISSUES

There were no office issues raised.

The non-confidential part of the HR Sub-Committee meeting closed at 2.35pm

The meeting was closed for the following items and the Chairman 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 BUSINESS TO BE TRANSACTED”**.

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98/19 MINUTES OF PREVIOUS MEETING

The Minutes of the confidential meeting held on 2nd April 2019 were read, agreed and signed as a true record.

99/19 DEPUTY CLERK APPLICATIONS

The interviews had taken place last week and the interview panel reported back to the Confidential Sub-Committee meeting of the scoring. The recommendation of the successful candidate was made along with the agreement of the contract, salary and start date.

100/19 OTHER STAFFING/HR ISSUES

No other issues were raised

There being no further business the meeting closed at 3.05pm.

Date:

Signed:

Clr Kate Tippen

Chairman, HR Sub-Committee

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