



If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email clerk@ardenkent-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 28th October 2025 commencing at 12noon in the Parish Office Meeting Room, Goudhurst Road, Marden.

Alison Hooker

Alison Hooker (Mrs)
Clerk to Marden Parish Council
21st October 2025

AGENDA

09/25 PRESENT

10/25 APOLOGIES

Cllrs to inform the Clerk of any apologies by 9am on 28th October 2025.

11/25 COUNCILLOR INFORMATION

Declaration of Interest
Granting of Dispensation

12/25 MINUTES OF PREVIOUS HR SUB-COMMITTEE MEETING

Cllrs to receive, and agree, the minutes of the HR Sub-Committee meeting held on 5th June 2025.

13/25 STAFFING/OFFICE ISSUES

Office Issues:

To be raised at the meeting if required.

Staff Issues:

Parish Groundsman Probation

The Clerk to report on the outcome of the probation review on the Parish Groundsman. Anything which is raised confidentially will be discussed in Part II of this agenda.

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.

14/25 CONFIDENTIAL STAFFING ISSUES

Other Staffing Issues

Update from Appraisals

Appraisals undertaken on three members of staff and reports given to the meeting.

Update from Probation Review

The Clerk to provide details of the probation review of the Parish Groundsman if confidential items had been raised.

Proposals for salary increments

Cllrs to discuss and agree proposals of salary increments to the Finance Committee for 2026/27 salaries.

Other Confidential Staffing Issues

Cllrs to discuss any other staffing issues which may be raised.