



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](mailto: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 29<sup>th</sup> October 2024 at 10.30am in the Parish Office Meeting Room, Goudhurst Road, Marden.

*Alison Hooker*

Alison Hooker (Mrs)  
Clerk to Marden Parish Council

### AGENDA

#### 09/24 PRESENT

#### 10/24 APOLOGIES

Please inform the Clerk of any apologies by 9am on 29<sup>th</sup> October.

#### 11/24 COUNCILLOR INFORMATION

**Declaration of Interest**  
**Granting of Dispensation**

#### 12/24 MINUTES OF PREVIOUS HR SUB-COMMITTEE MEETING HELD ON 2<sup>ND</sup> JULY 2024

Cllrs to receive, and agree, the minutes of the HR Sub-Committee meeting held on 2<sup>nd</sup> July 2024.

#### 13/24 STAFFING/OFFICE ISSUES

**Office Issues**  
**Staffing Issues**  
Pay Policy

Cllrs to review and amend, where appropriate, the Pay Policy.

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 be discussed under Part II Confidential meeting.**

#### 14/24 STAFFING ISSUES

##### **Appraisals**

The Chairman, as appraiser, to report to the meeting on the recent staff appraisals.

##### **Other Staffing Issues**

##### Employee Salary Proposals

Cllrs to consider appraisal reports/additional information for recommendation of salaries for 2025/26

##### Confidential Staffing Items

To be raised at the meeting.

Parish Office, Marden Memorial Hall, Goudhurst Road, Marden, TN12 9JX

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