



**AGENDA FOR THE MEETING OF THE MARDEN PARISH COUNCIL  
HUMAN RESOURCES SUB-COMMITTEE ON 2<sup>ND</sup> JULY 2024  
COMMENCING AT 2.00PM IN THE PARISH MEETING ROOM,  
MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN**

**01/24 ELECTION OF CHAIRMAN**

**02/24 ELECTION OF VICE-CHAIRMAN**

**03/24 PRESENT**

**04/24 APOLOGIES**

**05/24 COUNCILLOR INFORMATION**

**Declaration of Interest  
Granting of Dispensation**

**06/24 MINUTES OF PREVIOUS HR SUB-COMMITTEE MEETING HELD ON 12<sup>TH</sup>  
DECEMBER 2023**

Clrs to receive, and agree, the minutes of the HR Sub-Committee meeting held on 12<sup>th</sup>  
December 2024.

**07/24 STAFFING/OFFICE ISSUES**

**Office Issues  
Staffing Issues  
Appraisal Forms**

Clrs to review and amend, where appropriate, the appraisal forms submitted by the Clerk.

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.**

**08/24 STAFFING ISSUES**

**Appraisals**

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

*Alison Hooker*

Alison Hooker (Mrs), Clerk to Marden Parish Council

Date of Notice: 19<sup>th</sup> June 2024

Parish Office, Goudhurst Road, Marden 01622 832305 / 07376 287981 / [clerk@mardenkent-pc.gov.uk](mailto:clerk@mardenkent-pc.gov.uk) / [www.mardenkent-pc.gov.uk](http://www.mardenkent-pc.gov.uk)