



**MINUTES OF MARDEN PARISH COUNCIL HUMAN  
RESOURCES SUB-COMMITTEE MEETING ON 3RD MARCH  
2026 HELD IN PARISH OFFICE MEETING ROOM,  
GOUDHURST ROAD, MARDEN COMMENCING AT 11.15AM**

*Marden Parish Council operates under General Power of Competence since adopted on 7<sup>th</sup> May 2024. Minute Reference 012/24.*

**15/26 PRESENT**

Cllrs Boswell, Gibson, Newton, Rabot and Tippen (in the chair). The Clerk was also present.

**16/26 APOLOGIES**

There were no apologies

**17/26 COUNCILLOR INFORMATION**

**Declaration of Interest**

There were no declarations of interest.

**Granting of Dispensation**

There were no requests for dispensation.

**18/26 MINUTES OF PREVIOUS HR SUB-COMMITTEE MEETING**

Cllrs received and agreed the minutes of the HR Sub-Committee meeting held on 28<sup>th</sup> October 2026. These were duly signed by the Chairman.

**19/26 NON-CONFIDENTIAL STAFFING/OFFICE ISSUES**

**Office Issues:**

No office issues raised.

**Staff Issues:**

The Clerk informed Cllrs of staff annual leave currently booked – noted.

**20/26 HR POLICIES**

The Clerk had reviewed policies and made some proposed changes. These were agreed and would be submitted to Full Council for ratification.

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 FOLLOWING BUSINESS  
TO BE TRANSACTED:**

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

**21/26 CONFIDENTIAL STAFFING ISSUES**

**Other Staffing Issues**

Appraisals

Dates were arranged for the five members of staff appraisals and who would be undertaking them.

Other Confidential Staffing Issues

There were no other confidential items raised.

There being no further business the meeting closed at 11.45am

Signed

Date: 12<sup>th</sup> May 2026

CLlr Kate Tippen

Chairman, MPC HR Sub-Committee

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