



**AGENDA FOR THE MEETING OF THE MARDEN PARISH COUNCIL
HUMAN RESOURCES SUB-COMMITTEE ON 12TH DECEMBER 2023
COMMENCING AT 9.30AM IN THE PARISH MEETING ROOM,
MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN**

- 10/23 PRESENT
- 11/23 APOLOGIES
- 12/23 COUNCILLOR INFORMATION
Declaration of Interest
Granting of Dispensation
- 13/23 MINUTES OF PREVIOUS HR SUB-COMMITTEE MEETING HELD ON 12TH OCTOBER 2023
- 14/23 STAFFING/OFFICE ISSUES
Office Issues
Staffing Issues
Admin Assistant Probation Period
- 15/23 LOCAL COUNCIL AWARD SCHEME
Quality Gold Level
Cllrs to prepare a draft statement outlining how MPC manages the performance of each individual staff member to achieve its business plan to put before Full Council in January.

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.**

- 16/23 STAFFING ISSUES
2024 Minimum Wage
Cllrs to consider staff hourly rates in regard to the proposed minimum wage set from 1st April 2024.
Other Staffing Issues
To be reported to the meeting

Alison Hooker

Alison Hooker (Mrs), Clerk to Marden Parish Council

Date of Notice: 5th December 2023

Parish Office, Goudhurst Road, Marden 01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk / www.mardenkent-pc.gov.uk