



**MINUTES OF THE HUMAN RESOURCES SUB-COMMITTEE HELD ON
TUESDAY 29TH NOVEMBER 2016 IN THE PARISH COUNCIL
MEETING ROOM, GOUDHURST ROAD, MARDEN COMMENCING AT
7PM**

- 29/16 **PRESENT:** Cllrs Boswell, Childs, Mannington and Tippen. The Clerk was also in attendance.
- 30/16 **APOLOGIES FOR ABSENCE:** There were no apologies.
- 31/16 **(a) DECLARATION OF INTEREST:** There were no declarations of interest
(b) COUNCILLORS REGISTER OF INTEREST There were no amendments to the Register of Interests.
- 32/16 **GRANTING OF DISPENSATION:** There were no requests for dispensation
- 33/16 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** No member of the public was in attendance.
- 34/16 **MINUTES OF PREVIOUS MEETING**
The minutes of the HR Sub-Committee meeting held on 4th October 2016 were agreed and signed as a true record.
- 35/16 **COUNCIL ISSUES:**
- (a) **Discipline & Grievance Policies** – Cllr Tippen had looked through these policies and reported that the Clerk and herself would meet in early January to review in more detail and to ensure they are in line with NALC's model.
- (b) **Risk Management:**
The transfer of information to one format was still being undertaken and would be completed in the new year.
- (c) **Other:**
There were no other issues raised.

There being no further business the meeting closed at 8.10pm.

Signed: Date:
Chairman, Marden Parish Council

**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 BUSINESS TO BE TRANSACTED:

36/16 **PRESENT:**

37/16 **APOLOGIES:**

38/16 **DECLARATIONS OF INTEREST:**

39/16 **GRANTING OF DISPENSATION**

40/16 **MINUTES OF THE MEETING HELD ON 4TH OCTOBER 2016 TO BE AGREED AND SIGNED**

41/16 **STAFFING ISSUES**

- (a) Staff Appraisals:
- (b) Caretaker Issues:
- (c) Office Staff Issues:

42/16 **OTHER HR ISSUES:**

The Confidential part of this agenda was brought forward to be beginning of the meeting and started at 6.30pm. The non-confidential part therefore commenced later.

Agreed 17th January 2017