



## AGENDA

Meeting of the Commons Conservators  
Thursday 25 March 2021 at 2.00pm

Via videoconferencing – contact Gemma Stapeley ([gemma.stapeley@twcommons.org](mailto:gemma.stapeley@twcommons.org))  
for details.

1. DECLARATION OF BUSINESS INTEREST
2. APOLOGIES FOR ABSENCE
3. APPOINTMENT OF CHAIRMAN – to appoint a Chairman for the ensuing year.  
In accordance with past practice the Chairman should be a Conservator appointed  
by the Tunbridge Wells Borough Councillors
4. MINUTES OF THE MEETING HELD ON 10 DECEMBER 2020 – attached
5. COMMITTEE MINUTES OF THE MEETING HELD ON 11 JANUARY 2021,  
8 FEBRUARY 2021 and 8 MARCH 2021 – attached.
6. MATTERS ARISING (CW)
7. WARDEN’S REPORT AND WORK SCHEDULE – attached
8. CLERK’S REPORT– attached
9. FINANCE REPORT – (ALG) attached
10. UPDATE FROM THE FRIENDS OF THE COMMONS - (CE) attached
11. RISK MANAGEMENT – summary document with full risk register for optional  
background reading (CS)
12. CROWDFUNDING PROPOSAL (GS)
13. EVENTS (GS)

## ACTIVITIES ON THE COMMONS

- i) Hospice in the Weald 10K Run Sunday 19th September 2021.

## SIGNAGE

- i) Signs for Hospice in the Weald 10K Run (19th September 2021)

## 14. ANY OTHER BUSINESS

- i) Request from The Forum Community Interest Company to consider investigation into further streetlights on Castle Road. Details attached (GS)
- ii) Return to meetings at the Town Hall. (GS)
- iii) Process for invoice approval. Details attached (IM/ALG)
- iv) Eligibility to be appointed to Committee. (CS)
- v) Jubilee of the accession tree planting, February 2022 (SB)

## 15. PLANNING APPLICATIONS (GS)

27 Apsley Street Rusthall. Demolition of existing shed; Single storey building with a flat roof in garden for use as ancillary residential accommodation. On behalf of the Commons Conservators the following comment was made: The Commons Conservators would like to highlight that Apsley Street is an unadopted road which has been extended onto the Common without Conservator permission and as such our Warden would like to discuss with the applicant the limitations of where trade vehicles can park. Materials and tools must not be stored on the Common. **Application approved.**

31 Upper Street, Rusthall. New conservatory and replacement of uPVC windows to timber sash windows; loft conversion; installation of roof light; addition of new windows. On behalf of the Commons Conservators the following comment was made: The Commons Conservators have a number of concerns with this application and raise the following points:

- The Commons Conservators would like to register concern that the property is located on Rusthall Common and that the short fencing in front of the property marks the edge of the Common as such measures must be taken to protect the land and no equipment, tools or material can be stored on the Common.
- It was a further concern that the Heritage Report did not acknowledge that the property is adjacent to a designated SSSI, see map <https://magic.defra.gov.uk/MagicMap.aspx?startTopic=Designations?tiavelayer=sssiIndex&query=HYPERLINK%3D%271003220%27>

We would expect discussion with Natural England regarding the management of activity in such close proximity to the SSSI.

Further details here:

<https://www.gov.uk/government/publications/request-permission-for-works-or-an-activity-on-an-sssi>

- We would also like to highlight that access would be via Apsley Street, this is an unadopted road which has been extended onto the Common without Conservator permission and as such our Warden would like to discuss with the applicant the limitations of where trade vehicles can park.

DATE OF NEXT MEETING – 24 June 2021 at 2.00pm

EXEMPT SESSION