

AGENDA

Meeting of the Commons Conservators
Thursday 17th October 2024 at 1.30pm – 3.30pm
Rackliff Centre, 26 Lower Green Road, Rusthall, TN4 8TE.

Zoom link available on request.

1. DECLARATION OF BUSINESS INTEREST
2. APOLOGIES FOR ABSENCE
3. MINUTES OF THE MEETING HELD ON 27 JUNE 2024
4. COMMITTEE MINUTES OF THE MEETINGS HELD ON 8 JULY 2024, 2 SEPTEMBER 2024 AND 23 SEPTEMBER 2024
5. MATTERS ARISING INCLUDING APPROVAL OF DECISIONS SINCE LAST MEETING (PW)
6. RISK MANAGEMENT – (Clerk and Ranger)
7. CLERK’S REPORT
8. ECOLOGICAL MANAGEMENT PLAN WORK SCHEDULE FOR Q3 2024/25 (Ranger)
9. RANGER’S REPORT AND FINANCIAL WORK PLAN (feedback on improving the spreadsheet)
10. FINANCE TO INCLUDE:
 - i. Finance report
 - ii. Accounts for 2023/24 Q2
 - iii. Bank reconciliations to be signed by chair
 - iv. Internal audit action plan
 - v. Review and acceptance of 2023/4 external audit
 - vi. Reserves policy discussion - 25% in policy and instruction from February 2024 Committee to raise to 30%.
 - vii. Precept 2024/5 approval (data to be supplied by the Clerk at the meeting)
11. UPDATE FROM THE FRIENDS OF THE COMMONS (CE)

12. MARKETING AND PR REPORT (Clerk)

13. PROPOSED DATES FOR MEETINGS IN 2025

Thursday 30th January 2025

Thursday 24th April 2025

Thursday 19th June 2025

Thursday 16th Oct 2025

14. POLICY REVIEW (Clerk)

- i. Encroachment policy
- ii. Health and Safety policy statement
- iii. Open Spaces
- iv. Lone worker (New)

15. ANY OTHER BUSINESS

- i) Request from West Kent Diggers to start work on Site B, near Dingley Dell.
- ii) Request from Hospice in the Weald to hold their annual 10km, 5km and fun run on Tunbridge Wells Common on 21st September 2025. All plans the same as in previous years.

16. PLANNING APPLICATIONS

No comments made during the last quarter.

DATE OF NEXT MEETING – TBC - Rackliff Centre, Rusthall.

EXEMPT SESSION – Please appoint someone to take minutes.