

AGENDA

Meeting of the Commons Conservators
Thursday 30th January 2025 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. APPOINTMENT OF CHAIR – to appoint a Chair for the ensuing year. In accordance with past practice the Chair should be a Conservator appointed by the Manor of Rusthall.
4. MINUTES OF THE MEETING HELD ON 17 OCTOBER 2024 – attached.
5. COMMITTEE MINUTES OF THE MEETINGS HELD ON 5 NOVEMBER 2024, 9 DECEMBER 2024 AND 10 JANUARY 2025 – attached.
6. MATTERS ARISING (EC)
7. KENT COUNTY COUNCIL’S PLANNED DEVOLUTION AND IMPACT ON TUNBRIDGE WELLS COMMONS CONSERVATORS (Adrian Berendt, Town Forum and Joy Podbury, Friends of the Commons).
8. WEST KENT DIGGERS/WKD ARCHAEOLOGY REQUEST TO WORK ON SITE B (Nigel Stapple of WKD Archaeology)
9. MEMBERSHIP – to formally note the Conservators appointed by the bodies specified to serve for the ensuing year:

Tunbridge Wells Borough Council – one-year term end 31 December 2025

Councillor Martin Brice
Councillor Matthew Sankey
Councillor Jayne Sharratt
Councillor Pamela Wilkinson

Freehold Tenants – 1st year of three-year term until 31 December 2025

Stephen Lacey
Ian Marshall
Chris McHugh
Clare Sinha

Manor of Rusthall – 3rd year of three-year term until 31 December 2025

Paul Burnett

Ewen Cameron

Amii Errington

Corin Thoday

10. RISK MANAGEMENT – Update from Clerk and Ranger
11. CLERK’S REPORT– attached
12. ECOLOGICAL MANAGEMENT PLAN WORK SCHEDULE FOR Q4 2024/25
(Ranger)
13. RANGER’S REPORT AND FINANCIAL WORK PLAN – attached
14. FINANCE TO INCLUDE (DM):
 - i. Finance report
 - ii. Accounts for 2024/25 Q3
 - iii. Bank reconciliations and bank statements to be signed by Chair
 - iv. Review and acceptance of interim internal audit 2024/5
 - v. Draft 2025/26 budget
15. UPDATE FROM THE FRIENDS OF THE COMMONS – attached (CE)
16. MARKETING AND PR REPORT - attached (GS)
17. POLICY REVIEW (GS)
 - i. Risk Management
 - ii. Safeguarding policy (NEW)
18. EXTERNALLY FUNDED PROJECTS FOR APPROVAL – Freehold Tenants
19. ANNUAL REVIEW FEEDBACK- (CS)
20. ANY OTHER BUSINESS
 - i) Decision about future of Dingley Dell’s holly trees.
21. PLANNING APPLICATIONS (GS)
 - i. 05/00175/FULL | Retrospective: timber shed and garage. | 37 Upper Street Rusthall Royal Tunbridge Wells Kent TN4 8NX. Response attached. Application approved.
 - ii. 24/02798/FULL | Variation of Condition 9 of Planning Permission
24/00029/FULL - Updated drainage details | South Lodge Nevill Park Royal Tunbridge Wells Kent TN4 8NW. Response attached. Application awaiting decision.

- iii. 24/02850/FULL | Replacement slimline windows and doors & barge board to northern gables, installation of timber shutters, fencing and vehicle gate | Gibraltar Cottage The Common Royal Tunbridge Wells Kent TN4 8BJ. Response attached. Application awaiting decision.

DATE OF NEXT MEETING – 24 APRIL 2025

EXEMPT SESSION – Please appoint someone to take minutes.

- Salary review