

Wimbledon and Putney Commons Conservators, OCTOBER 2014

Minutes of the Conservators' Meeting held on Monday 13 October 2014 at 5pm in the Information Centre, Wimbledon Common, London SW19 5NR.

Conservators Present: Mr D Devons (Chairman)
Sir Ian Andrews
Mr Derek Frampton
Mr J Horrocks
Mr A Simon (Vice-Chairman)
Dr R Taylor
Professor R Touquet

Officers Present: Mr S Lee (Chief Executive)
Ms P Graystone (Deputy Clerk & Ranger)
Ms A Evans (PA to Chief Executive)

5 members of the public

10.14.1 Apologies

Mrs Jenny Evanson

10.14.2 Declarations of Interest

Mr Devons and Mr Simon confirmed they were both trustees of the Wimbledon Windmill Museum Trust. Mr Simon was also an executive member of the Wimbledon Society and sat on the PCC of Putney Parish. Mr Horrocks confirmed he was an executive member of the Putney Society.

10.14.3 Approval of the Minutes of Meeting held on 8 September

The Minutes of the meeting held on 8 September were approved without amendment.

10.14.4 Matters Arising

Signs on Trees – In response to a question, the Chief Executive reported that, in future, signs would only be pinned to trees if absolutely necessary and would be done sensitively. A Conservator commented that it was sometimes helpful to have signs higher up on trees so that they could not be ripped down.

10.14.5 Chief Executive's Report

The Chief Executive was heard on matters relating to Wimbledon and Putney Commons as follows:

Matters Arising from the September 2014 Meeting

The following provides an update on matters arising from the previous Conservators' meeting:

- i. **Legacy** – The Chief Executive reported that two specialist stone companies had inspected the REMPF War Memorial and were preparing options for its restoration. Further information had also been provided to the War Memorial Trust who may

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consider giving some grant-funding towards this project if it is pursued. A Conservator commented that he had received support from some members of the public for spending the legacy in this manner.

- ii. **Christmas Cards** – The Conservators considered if they wished to have a stall in the Windmill Car Park this year to sell Christmas Cards over three weekends in late November/early December.

RESOLVED: This was agreed and the PA to the Chief Executive was asked to seek availability and organise a rota accordingly.

- iii. **Conservators' Terms of Reference** – The Chief Executive reported that, following comments made at a recent Board meeting, the Terms of Reference had been revised and were presented for approval. He explained that these provided clarification on the role of Conservators and their statutory duties as set out in the foundation legislation, and as trustees of a charity. If agreed, every Conservator would be asked to sign and date a copy and a record would be kept at the Ranger's Office. They would be reviewed annually to ensure they were kept up to date.

The Chief Executive further reported that he was drafting a Code of Conduct for Conservators, which would come to the Board in due course.

RESOLVED: The Board unanimously approved the Conservators' Terms of Reference and agreed that current Conservators and newly elected/appointed Conservators should sign a copy to acknowledge their responsibilities and abide by the obligations set out therein and that they be made available for prospective candidates as part of the 2015 Election.

From the Floor – A member of the public questioned whether the description of confidential information was too widely drawn and should be defined. His comment was noted. He asked what would happen if a Conservator refused to sign the document. The Chief Executive commented that there were issues under Charity law and practice and these would need to be considered in more detail should the situation arise.

- iv. **Windmill Repairs** – The Chief Executive reported that, despite completion of the emergency repairs to the asphalt roof of the Windmill, there had still been water ingress. There was some minor damage to the access door to the asphalt roof and this had been attended to by the contractor. The Chief Executive was currently following this up with Marcus Beale Associates.

B GENERAL UPDATE

i. Events

- a. The Board noted the list of events scheduled to take place on the Common over the next two months.
- b. The Board noted the dates requested by Parnham's Fun Fair for their two fairs in 2015. It was noted that these were a week later than usual due to the change of date of the All England Tennis Tournament.

- c. The Board noted the date for the Stables Open Day on Sunday 13 September 2015.

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D OTHER ISSUES

Di Remembrance Services – Sunday 9th November

The Board noted the Chief Executive's request for Conservator attendance at the three Memorial Services taking place on the Commons Sunday 9th November 2014.

RESOLVED: It was agreed that the Chairman and Prof. Touquet would attend the REMPF Memorial; Mr Simon would attend the Wimbledon Village Parade with the Chief Executive; Mr Horrocks would attend the Roehampton Memorial. It was noted that uniformed Keepers would be in attendance at all services.

10.14.6 Any Other Business

Bookfest – The Chief Executive reported that the Bookfest event had gone well and appeared to have been very professionally managed. Some issues had arisen over parking and he would be arranging a debriefing meeting with the organisers in due course. He further reported that he had hosted a walk on Wimbledon Common as part of the event and this had been attended by some 30 people. A lot of interest had been shown in the conservation work carried out on the Commons. Whilst recognising the value of the Bookfest being held on Wimbledon Common, it needed to be beneficial to all parties and the issue of a fee in future for the use of the Common in future years needed to be considered.

Natural History Sub-Committee – It was reported that, although a meeting had not taken place since the last Board meeting, a written update report had been produced for the Sub-Committee by the Wildlife and Conservation Officer.

From the floor - Several questions were raised from the floor relating to Freedom of Information requests, a formal complaint regarding responses to these requests, and also regarding any agreement with the Royal Wimbledon Golf Club over access gates. It was explained that these matters would be discussed in the Confidential section of the meeting and would be reported in due course.

10.14.7 Date of Next Meeting

The date of the next meeting was confirmed as Monday 10 November 2014

The meeting finished at 5.25pm



