



# Martlesham Parish Council

Parish Room  
Felixstowe Road  
Martlesham  
Woodbridge  
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley  
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08.09.2023

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 13<sup>th</sup> SEPTEMBER 2023** at 7.30pm.

**The meeting is open to the public and press to attend.**

Please inform the Clerk if you would like the Hearing Loop System turned on.

*Diane Linsley*

Diane Linsley, Clerk for Martlesham Parish Council

## AGENDA

CP is committee paper CR is Clerk's report

Time	Item	Action by committee	Ref
19.30	<b>1. Apologies</b>	Note	Not applicable (N/A)
19.31	<b>2. Any declarations of disclosable pecuniary or local non-pecuniary interests</b>	Register interests	N/A
19.32	<b>3. Actions from last Meeting</b>	Ongoing or on agenda. Note	N/A
19.33	<b>4. PUBLIC FORUM</b>		
	4.1 To allow members of the public to address business on the agenda	Note/Consider	Any issues?
	4.2 Any issues raised by the public	Note/include on another agenda?	Any issues?
19.43	<b>Items for consideration</b>		
	<b>5. Recognition of councillor's service</b> - deferred from September PC meeting (the Committee may wish to take this item camera)	Consider	N/A
19.46	<b>6. Playground inspections and risk assessments</b>		
	6.1 Combined Report including Record of decisions made by the Clerk between meetings, as required by the Openness of Local Government Bodies Regulations 2014	Agree/Ratify	CP
	6.2 Volunteer inspectors	Note/consider?	CR1
19.51	<b>7. Sites</b>		
	7.1 Martlesham Common LNR - Litter	Consider	CR2
19.55	<b>8. Working Groups</b>		
	8.1 Recreation Ground & Kronjis Piece Steering Group meeting 05.09.23 a) Management of Hemlock ( <i>Conium maculatum</i> ) quote. b) Suggestion to plant a Dog Rose ( <i>Rosa canina</i> ) hedge in front of pump station to act as a screen. c) Change name of 'Sensory Area and Features Project' to 'Nature for All – a richer sensory landscape' d) Appoint Sonya Burrows and Maureen Burrows to	Note minutes/ Consider a, b, c and d.	CPs to follow

	the Recreation Ground & Kronjjs Piece Steering Group.		
	8.2 Portal Woodlands Conservation Group a) storage of materials update b) rebuild the fence at the A1214 entrance and move dog bin	Consider	CR3
	8.3 Martlesham Common Working Group – site meeting 13.09.23	Note/consider any matters arising?	Verbal update
20.15	<b>9. Martlesham Wilds</b>		
	9.1 Martlesham Council & Suffolk Wildlife Trust - areas of common ground meeting 12.09.23	Note/consider outcomes?	CP, if available
20.20	<b>10. Trees</b>		
	10.2 Planting of trees for the King's Coronation – identify suitable locations and tree species	Note/Consider	N/A
	10.3 Tree Warden Report: September 2023	Note/Consider	CP to follow
20.40	<b>11. Amenities</b>		
	11.1 Request for an extra litter bin at the Harry Higgins Play Park	Consider	CR4
	11.2 Request for dog waste bin on Sandy Lane	Consider	CR5
20.50	<b>12. Dogs</b>		
	12.1 Dog on dog attacks on Martlesham Heath - signs	Consider	CR6
20.55	<b>13. Consultations</b>		
	13.1 Defra consultation on Protecting Hedgerows – deadline 20.09.23	Consider	CR7
20.57	<b>14. Finance</b>		
	14.1 Pending expenditure	Agree	CP to follow
	14.2 Income & Expenditure report	Note	CP to follow
	14.3 Budget 2024/25	Consider budget items for next financial year.	N/A
21.03	<b>Items for noting</b>		<b>Ref.</b>
	<b>15. Sites</b>		
	15.1 Recreation Ground & Kronjjs Piece – Water supply	Anglian Water Inflow invoice paid. Site work by land maintenance contractor scheduled for w/c 11.09.23.	
	15.2 Recreation Ground & Kronjjs Piece - ASB	CR8	
	15.3 Jubilee Playspace – Hastoe development - play provision	Any update?	
	15.4 Recreation Ground – future management of football pitch suggestion by MYFC	Any update?	
21.07	<b>16. Working Groups</b>		
	16.1 Recreation Ground & Kronjjs Piece Steering Group meeting 05.09.23	CP to follow	
	16.2 Community Orchard Working Group meeting 05.09.23	CP to follow	
21.10	<b>17. Martlesham Climate Action (MCA)</b>		
	17.1 MCA – Any items pertinent to R&AC – Inter-parish Green Infrastructure Workshop 30.08.23	Note	
21.11	<b>18. Amenities</b>		
	18.1 McCarthy Stone car park transfer - Car park management plan	Any update?	
21.13	<b>19. Rights of Way</b>		
	19.1 Footpath Survey	Any update?	
	19.2 King Charles III England Coast Path	Any update?	
21.15	<b>20. Outdoor Playing Space Fund</b>		
	20.1 Outdoor Playing Space fund – bike trail improvements	Any updates?	
21.16	<b>21. Working with volunteers</b>		
	21.1 Development of policies & procedures	Ongoing.	
21.17	<b>22. Annual Review</b>		

	22.1 Annual Review September 2023	CP
21.21	<b>23. Social media and newsletter items (November)</b>	
	23.1 List items	N/A
21.23	<b>24. Items for consideration at the next R&amp;AC meeting</b>	
	24.1 Signage?	N/A