

**MINUTES OF THE MEETING OF THE RECREATION & AMENITIES COMMITTEE OF  
MARTLESHAM PARISH COUNCIL HELD ON 13<sup>th</sup> SEPTEMBER 2023**

*L Burrows*  
**Present:** Mr L Burrows (ex officio), Mrs H Davey (Committee), Mrs J Hall (Committee), Mr M Irwin (Committee), Mr I O'Brien Baker (Chairman), Mr R Staines (Committee).

There were no members of the public present.

**In attendance:** Mrs Diane Linsley (Clerk)

**1. Apologies:** Mr Burrows, *Edward Thompson*  
*Burrows*

**2. Declarations of Interest**

2.1 Disclosable Pecuniary Interest (DPI): None declared.

2.2 Local non-Pecuniary Interest (LNPI): Mr O'Brien Baker – Item 8.1 Recreation Ground & Kronjis Piece Steering Group meeting 05.09.23 - Mr O'Brien Baker is a close relative of the Sensory Area and Features designer.

**3. Actions from last Meeting**

Actions completed or on agenda.

**4. PUBLIC FORUM**

4.1 To allow members of the public to address business on the agenda CP filed in the office together with the minutes.

The Clerk reported that Martlesham Youth Football Club had hoped to attend the meeting to explain their proposal for the future management of the Recreation Ground football pitch, agenda item 5.4 Recreation Ground – future management of football pitch suggestion by MYFC. They hope to attend the R&AC meeting in November. Noted.

4.2 Any issues raised by the public No issues raised.

**DECISION R2023/9a:** The Recreation and Amenities Committee resolves that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw. **Agreed.**

The next item was taken in camera.

**5. Recognition of councillor's service** - deferred from September 2023 PC meeting.

Minute: Confidential R2023A.

**6. Playground inspections and risk assessments**

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 CP filed in the office together with the minutes.

**DECISION R2023/9b:** To ratify the Record of decisions made by the Clerk between meetings as required by the Openness of Local Government Bodies Regulations 2014. Report filed in the office together with these minutes. **Agreed.**

**DECISION R2023/9c:** To send the Combined Report to the Pavilion Management Committee after each R&AC meeting. **Agreed.**

6.2 Volunteer Inspectors CR1

The **Clerk** to formally thank Mr Parsons for undertaking inspections of the trim trail equipment in the absence of the Council Officer. **Agreed.**

**7. Sites**

7.1 Martlesham Common LNR – Litter CR2

**DECISION R2023/9d:** The PC to engage with Tesco to help reduce the litter problem that has accumulated along the fence line with Tesco and Martlesham Common LNR. **Agreed.**

*L Burrows*  
*Chairman 4/10/23*

The **Clerk** to liaise with ESC on whether a larger litter bin on Martlesham Common LNR, by the southern underpass, would be possible. **Agreed.**

## 8. Working Groups

8.1 Recreation Ground & Kronjjs Piece Steering Group meeting 05.09.23 CPs filed in the office together with the minutes.

The draft notes of the meeting to be amended to show the correct date of the Steering Group's next meeting which is Monday 6<sup>th</sup> November at 1pm in the Parish Room. **Agreed.**

a) Management of Hemlock (*Conium maculatum*) quote.

**DECISION R2023/9e:** To accept the following quote to manage the Hemlock on the Recreation Ground:

**Quotation. Martlesham Parish Council 12/09/23**

**Recreation Ground – Hemlock, this year 2023 –**

- One off clearance of brambles 2 metres back, in the area close to John Forbes spinney to allow access to the most affected area.
- Cutting down and removing this year's growth
- Selective spot spraying of all actively growing hemlock.

**£875.00 + VAT**

**Spring/Summer 2024 –**

- Selective spot spraying of all germinating young hemlock, monitor throughout spring/summer. 3 applications over this period.

**£345.00 + VAT**

**Spring/Summer 2025 -**

- Selective spot spraying of all germinating young hemlock, monitor throughout spring/summer. 3 applications over this period.

**£345.00 + VAT**

**Total £1,565.00 + VAT**

**Agreed.**

b) Suggestion to plant a Dog Rose (*Rosa canina*) hedge in front of pump station to act as a screen.

**DECISION R2023/9f:** To plant a Dog Rose (*Rosa canina*) hedge in front of pump station on the Recreation Ground to act as a screen. **Agreed.**

**DECISION R2023/9g:** To plant a hedge to replace the dead Hawthorn planted by Cadent Gas situated by the bowls green. **Agreed.**

The role of the Recreation Ground and Kronjjs Piece Steering Group to manage the area's improvement projects to be made clear at the R&AC meeting in November. **Agreed.**

c) Change name of 'Sensory Area and Features Project' to 'Nature for All – a richer sensory landscape.

Deferred to the November R&AC meeting. **Agreed.**

d) Appoint Sonya Burrows and Maureen Burrows to the Recreation Ground & Kronjjs Piece Steering Group.

Deferred to the November R&AC meeting. **Agreed.**

8.2 Portal Woodlands Conservation Group CR3

a) storage of materials update

There was no update.

b) rebuild the fence at the A1214 entrance and move dog bin

The **Clerk** to contact the Chairman of the PWCG to clarify that the changes to the fence will not interfere with pedestrians and if they will need to use any of their budget. **Agreed.**

*L. Burrows*  
Chairman 4/10/23

### 8.3 Martlesham Common Working Group – site meeting 13.09.23

This meeting was postponed.

## 9. Martlesham Wilds

### 9.1 Martlesham Council & Suffolk Wildlife Trust (SWT) - areas of common ground meeting 12.09.23

Mr Irwin reported that the meeting was very productive and focussed on how both organisations could support each other. The PC's existing biodiversity projects complements the work of the SWT at Martlesham Wilds. The effects of the Brightwell Lakes development and access for residents was discussed. Funds for wardening the effects of the Brightwell Lakes, a requirement of the Local Plan, may have already been spent. This requires further investigation. The SWT may submit a grant application to undertake education activities in Martlesham. The £1million fund raising target for Martlesham Wilds has been reached by SWT.

## 10. Trees

### 10.1 Planting of trees for the King's Coronation – identify suitable locations and tree species

The Committee was reminded that MHHL had declined any planting of oaks on their land. The possibility of having an avenue of trees somewhere in the parish was suggested by Mrs Davey. A possible location for a tree could be on the new picnic area by the community hall car park. Ownership of the land at the northern end of Black Tiles Lane to be checked on the Land Registry.

#### **Agreed.**

James Baker, manager of the Greenways Project, to be asked if an avenue of trees along the Amenity Path <sup>3 of Fynn</sup> on Martlesham Common LNR would be suitable. **Agreed.**

There is £2,000 in the budget for the project.

Members of the Committee to bring their ideas of where to plant the 9 remaining Coronation trees (the first Coronation tree was planted earlier in the year on the Recreation Ground) to the November meeting of the R&AC. **Agreed.**

### 10.2 Tree Warden Report: September 2023 CP filed in the office together with the minutes.

Mrs Hall outlined the grants and trees available for the coming tree planting season.

**DECISION R2023/9h:** The tree wardens to order 2 Black Poplars, one female one male (if available) to plant on the Recreation Ground along the river Fynn. **Agreed.**

**DECISION R2023/9i:** To endorse the recommendation in the tree warden report September 2023 to support proposals encouraging farmers to look after hedges in the Defra consultation on Protecting Hedgerows, agenda item 13.1. **Agreed.**

## 11. Amenities

### 11.1 Request for an extra litter bin at the Harry Higgins Play Park CR4

There was a discussion.

The Clerk to mention the request for an extra bin at the Harry Higgins Play Park to District Councillors. **Agreed.**

**DECISION R2023/9j:** To leave the Harry Higgins Play Park with the litter bin it currently has for the time being. **Agreed.**

### 11.2 Request for dog waste bin on Sandy Lane CR5

**DECISION R2023/9k:** To ask Woodbridge TC if they would consider putting a dog waste bin on Sandy Lane. **Agreed.**

## 12. Dogs

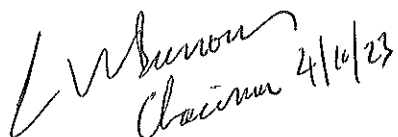
### 12.1 Dog on dog attacks on Martlesham Heath -signs CR6

**DECISION R2023/9l:** To suggest to ESC that signs regarding dog on dog attacks on Martlesham Heath are fixed to dog bins or litter bins. The PC is happy to contribute to the small cost envisaged for the production and/or erection of the signs. **Agreed.**

## 13. Consultations

### 13.1 Defra consultation on Protecting Hedgerows – deadline 20.09.23 CR7

To submit a response to the Defra consultation on Protecting Hedgerows supporting proposals encouraging farmers to look after hedges. (See item 10.2 Tree Warden Report: September 2023,

  
Chairman 4/10/23

DECISION R2023/9i).

#### 14. Finance

14.1 Pending expenditure CP filed in the office together with the minutes.

**DECISION R2023/9m:** To pay all pending expenditure transactions (attached to these minutes). **Agreed.**

The pending expenditure transaction report was signed by the Chairman and the Clerk.

14.2 Income & Expenditure report CP filed in the office together with the minutes. Noted.

14.3 Budget 2024/25

If the PC agrees to the take on the McCarthy Stone car park, management of the car park to be budgeted for.

Mrs Hall explained that McCarthy Stone has a new member of staff dealing with the development. Also, the ESC case officer for the site had provided a new contact at McCarthy Stone who should be able to provide information on when transfer documents would be sent to the PC for consideration.

#### Items for noting

##### 15. Sites

15.1 Recreation Ground & Kronjis Piece – Water supply

Anglian Water Inflow invoice paid. Site work by land maintenance contractor scheduled for w/c 11.09.23. Noted.

**DECISION R2023/9n:** To suspend Standing Order 3w to complete all business on the agenda.

**Agreed.**

15.2 Recreation Ground & Kronjis Piece – ASB CR8 Noted.

15.3 Jubilee Playspace – Hastoe development - play provision

There was no update.

15.4 Recreation Ground – future management of football pitch suggestion by MYFC

Use of football pitch by MYFC for 10 years to be considered by the trust at the October PC meeting. **Agreed.**

##### 16. Working groups

16.1 Recreation Ground & Kronji's Piece Steering Group meeting 05.09.23 Noted.

16.2 Community Orchard Working Group meeting 05.09.23 CP to follow.

Mr Irwin reported that the group budgeted for the final phase of planting, phase 3.

##### 17. Martlesham Climate Action (MCA)

17.1 MCA – Any items pertinent to R&AC – Interparish Green Infrastructure Workshop 30.08.23  
Noted.

##### 18. Amenities

18.1 McCarthy Stone car park transfer - Car park management plan

See item 14.3 Budget 2024/25 above.

##### 19. Rights of way

19.1 Footpath Survey

Mr Whitby and the Admin Officer to meet on Friday 15<sup>th</sup> September to discuss how to progress footpath surveys.

19.2 King Charles III England Coast Path

There was no update.

*L. Williams*  
Chairman 4/10/23

**20. Outdoor playing space fund**

20.1 Outdoor playing space fund – bike trail improvements

There was no update.

**21. Working with volunteers**

21.1 Development of new policies and procedures Ongoing.

**22. Annual Review**

22.1 Annual Review September 2023 Noted.

**23. Social media and newsletter items (November)**

23.1 Dog on dog attacks, play equipment volunteers.

**24. Items for consideration at the next R&AC meeting**

24.1 Coronation trees, budget 2024/25.

The meeting ended at 9.36pm.



Chairman, 4<sup>th</sup> October 2023

