

**PARISH OF MARTLESHAM
MINUTES OF THE ANNUAL PARISH MEETING HELD 20 APRIL 2016**

PRESENT: Mr M Irwin, Miss J I L Bear, Mr C Blundell, Mr L W Burrows, Mr S Denton, Mr J R G Forbes, Mr J Kelso, Mr M I O'Brien Baker, Mr R Staines Mr W J Welch, Cllr O Brien, Mr D Sweeting, Cllr Hedgley, Mrs Irwin, Miss French, Mr E Thompson, Mr T Robertson, Mrs M Burrows, Sonya Burrows, Mr Blundell, Mr P Smith, Mr & Mrs S Stokes, Mr James Baker, Louise Potter, Sarah Holmes, Mr D Foster, Mr P Wilmot, Elizabeth Berry.

IN THE CHAIR: Mr M Irwin (Chairman, Martlesham Parish Council - MPC).

32 people attended the meeting.

IN ATTENDANCE: Mrs S Robertson (Clerk to MPC), Mrs D Linsley (Deputy Clerk to MPC).

Mr Irwin, Chairman, introduced himself and welcomed all those present to the meeting.

1. Apologies for absence: Mr Brome, Mr H Woldsmith, Mr J Forbes, Mrs S Howard, Mr Aldwyn Jones, Mr R Osborne, Cllr Caroline Page, Cllr Sue Mower, Dr Thérèse Coffey MP and Mr S Corley.

2. Minutes of the annual parish meeting held 22nd April 2015:

2.1 The minutes were approved and signed by the Chairman.

3. Any matters arising from the Minutes:

3.1 There were no matters arising.

4. Introductions and 5. Presentation of Grant Cheques

The following were presented with grant cheques by The Chairman of the Parish Council. Each recipient spoke briefly about their organisation and how their grant would be spent.

Greenways Project

a) James Baker, Greenways Project Manager, thanked the PC for their continued support which was massively appreciated. The Greenways Project had been working more in Martlesham parish on Martlesham Common and in partnership with Martlesham Conservation Group on the Western Corridor SSSI. The Open Day for the common is on Sunday 21st August and the aim of the event is to provide an opportunity for people to learn about the fragility of this County Wildlife Site and its potential.

Home-Start Suffolk Coastal

b) Louise Potter and Sarah Holmes from Home-Start Suffolk Coastal thanked the parish council for their grant. The money given would go towards training volunteers and help pay for volunteers' general expenses. In the past year 150 families had been helped and 22 people trained, some from the local area. With directors, the group had a total of 90 volunteers. Over 100 children attended the Easter Egg Hunt which had been supported by Cllr Kelso. The Jail & Bail event raised £6,500. The group's biggest fundraising event, a ball at a venue in Kesgrave, is to be held in May.

Martlesham Conservation Group

c) Philip Smith thanked the Council for its financial support. The group was set up in 1984 and its aims are to conserve the flora and the fauna for the benefit of locals and visitors to the area. The group holds monthly work parties undertaking practical conservation tasks, undertakes surveys of birds and butterflies and takes photographs. Education and publicity are important aspects of the group's activities. Martlesham Conservation Group contributes to the monthly parish newsletter. The group works with the Greenways Project and Martlesham Heath SSSI a subsidiary of MHHL on the Western Corridor SSSI which is under a

High Level Stewardship Agreement. The group undertook all its planned work parties on the SSSI. The Mega Bash held in February was a great success with volunteers coming from Ipswich as well as locally. The group is currently reviewing its tools with the help of Duncan Sweeting. The grant will be used to obtain insurance. The PC was thanked for supporting the group and allowing the use of the parish rooms for a recent training course.

Martlesham in Bloom

d) Laurence Burrows, Chairman of Martlesham in Bloom, thanked MPC for its grant which will be used to pay for the group's insurance. The aim of the group was to improve the look and amenity of the parish and develop a sense of pride. The group had provided hanging baskets in the Square. Many bulbs had been planted along Main Road some of which had been paid for by Bloor Homes. The group are responsible for the borders around the PC office. All are welcome to the group's AGM on 28th April.

Group photographs were taken by Sonya Burrows of those who had received grant cheques.

6. Presentation by Sue Vincent on Alzheimer's Disease Awareness

Sue Vincent explained that Alzheimer disease was a form of dementia and outlined the work of the charity which focused on supporting sufferers and their carers enabling those with the disease to stay at home in their community for as long as possible. Monthly group meetings run by volunteers are tailor made to support the group members.

Dementia Friends (DF) is a national initiative run by the Alzheimer's Society to improve people's understanding of dementia and its effects. The audience were encouraged to watch a 5 minute video on the DF website about a personal account of dealing with dementia. Various local organisations, including Ipswich Borough Council were working towards becoming dementia friendly organisations.

The Chairman thanked Sue Vincent for her informative talk.

e) Suffolk Accident Rescue Service

Elizabeth Berry from Suffolk Accident Rescue Service (SARS), who was delayed due to another meeting, explained that the group provided emergency critical care and that all the doctors were volunteers. SARS did not receive any funds from the government. Each responder requires a portable medical kit which was expensive, PPE alone costs £600. She assured the PC that the money would be spent wisely and thanked the parish council for their support.

7. Report on Parish Council activities and finances

7.1 The Chairman drew the meeting's attention to the written reports displayed on the notice board.

The following reports were on display (and are attached to these minutes):

Parish Council Reports:

- Chairman's Annual Report & Parish Council Accounts 2015-2016
- Committee Chairmen Reports: Development Plans, Finance & General Purposes, Recreation & Amenities
- Recreation Ground Report
- Neighbourhood Plan Report

Reports from MP, District and County Councillors:

- Dr Therese Coffey MP
- Cllr John Kelso
- Cllr Chris Blundell
- Cllr Patricia O'Brien
- Cllr Caroline Page
- Cllr Colin Hedgley

Reports from other organisations:

- Martlesham Community Council Chairman's Report for 2015/16 and draft accounts for the year ending 31 March 2016
- Martlesham Heath Householders Ltd. Annual Report & Accounts 2015
- Martlesham Heath Pavilion Management Committee Chairman's Report 2015 and Financial Report for year ending 31.8.15
- Martlesham in Bloom Annual Report and Accounts for year ending 31.03.16
- Church of St Mary the Virgin & St Michael's Parish Church Martlesham Annual Report and Financial Statements for year ending 31 December 2015
- Martlesham Village Hall Annual Report
- Martlesham Conservation Group Annual Report 2016 and Statement of Accounts (Audited) 1.9.14 – 31.8.15

There were also displays showing the work of the parish council and a stand by the PWCG manned by Mr Duncan Sweeting.

The work of Martlesham Parish Council

The Chairman highlighted the work of the PC which includes representing parishioners in planning matters and providing and maintaining a variety of facilities.

The PC provides play equipment, bike trails, football pitches and helps maintain and promote footpaths providing people with opportunities to be active outdoors.

The PC follows a management plan to manage Martlesham Common and supports the Portal Woodland Conservation Group, a working group of the PC, whose education work is increasing.

The parish circular walk provides access to the countryside.

The PC, as Trustee, manages the Recreation Ground including areas for wildlife.

Although MPC maintain The Green, Martlesham Heath Householders Ltd managed Martlesham Heath. Grainger PLC is interested in improving areas around the Square in its ownership.

Problems concerning increased traffic presented a challenge to the PC.

The PC had responded to 80 planning applications and hopes to complete its Neighbourhood Plan (NP) within the next year.

The council's finances were presented on a pie chart.

The Chairman thanked the parish councillors, other volunteers, PWCG, and those working on the Neighbourhood Plan. He also thanked the staff and Simon Cox, the land maintenance contractor.

The Chairman expressed the PC's gratitude to Cllr O'Brien for her support and thanked district councillors, Chris Blundell and John Kelso who represent Martlesham ward for their efforts over the past year. He thanked Cllr Hedgley, Martlesham North ward, for his contribution against the Gladman development.

The Chairman also thanked Tesco staff for their support of the PC's annual litter pick and Barker Gotelee staff for their work on Martlesham Common. He also thanked his wife.

Finance & General Purposes Committee

Mr Laurence Burrows, Chairman of the Finance & General Purposes Committee highlighted the work of the committee. The precept had been increased for 2016/17 in order to build up a capital reserve enabling the PC to manage a growing parish.

He thanked the committee and the PC's staff.

Recreation & Amenities Committee

Mr Wally Welch, Chairman of the Recreation and Amenities Committee, highlighted the important work undertaken by volunteers and the 3 working groups of the committee; PWCG, Martlesham Common Working Group and Sports Fund Working Group. The work load of the committee had increased. The flexible approach of staff had allowed the Deputy Clerk to spend time on updating site management plans. The Chairman was grateful for how the office was organised.

Development Plans Committee

Mr Leo Brome, Chairman of the Development Plans Committee was unable to attend the meeting. His written report was displayed.

Mr Stephen Denton, a member of the NP, summarised the work done so far on the NP which included finalising its boundary, undertaking a business survey and contacting youth groups, individuals and landowners. The Chairman, Mr Irwin, had done an amazing job of driving the project forward. A number of stages remain to go through before the plan is completed. The parish continues to be subjected to development proposals affecting the whole parish because of the need for housing. Traffic problems have increased markedly over the last 4 years since BT undertook surveys. Mr Denton was aware of frequent online discussions on 'Streetlife' about local traffic issues. Cllr O'Brien added that she believed that the situation would get worse as no improvements to the local infrastructure were being made. 2 plots on the industrial estate have planning consent.

Cllr Patricia O'Brien read her report (attached to these minutes) and added that it was positive to hear about the activities of the organisations receiving grants and the work of the PC.

Mr Duncan Sweeting from the PWCG reported on the work of the group which had been in operation for 16 years.

8. Police report

8.1 No report was received due to recent changes to the structure of the police service.

8.2 Cllr Kelso, 12PT PC representative, read his report (attached to these minutes).

9. Any matters which parishioners wish to raise including an opportunity to comment on the proposed policies from the Neighbourhood Plan team.

9.1 There were no issues raised.

The Chairman encouraged people to write down any matters of concern or talk about them to PC members over refreshments.

The meeting closed at 9.00pm.

Chairman, April 2017