

**MINUTES OF THE MEETING OF THE RECREATION & AMENITIES COMMITTEE OF
MARTLESHAM PARISH COUNCIL HELD ON 09 MAY 2018.**

Present: Mr J Forbes (Committee), Mr M Irwin (Chairman, ex officio), Mr R Staines (Committee), Mr E Thompson (Committee).

There was 1 member of the public – Cllr Blundell

In attendance: Susan Robertson (Clerk), Diane Linsley (Deputy Clerk).

Mr Irwin was elected as Chairman for the meeting in the absence of Mr Welch.

1. Apologies: Mr W Welch (Chairman), Mr L Burrows, Mr E Crichton and Mr I O' Brien Baker. The Chairman reported that Mr Brome had stood down from being a member of the Committee at the Annual Meeting of the Parish Council. Mr Brome was thanked for his input to the Committee over recent years.

2. Declarations of Interest

2.1 Disclosable Pecuniary Interest (DPI): None declared.

2.2 Local non-Pecuniary Interest (LNPI): Mr Irwin – item 19.1 Replacement of the Manor Road bus shelter. He is a frequent user of this bus shelter.

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:

Mr. Blundell spoke regarding item 19.2 on the agenda, which the meeting agreed to deal with after the public forum. Mr. Blundell outlined the need for information boards on local facilities and areas as he was often asked for directions by residents and tourists. Two boards were envisaged, one for the Heath and one for "old" Martlesham. He requested support for two aspects, location and a "vehicle for the money". Discussion took place on locations many of which would involve either Highways or MHHL land. Further discussion of the financial aspects confirmed that the funds would come from Mr. Blundell's community enabling budget, but as this could not be used to finance his projects the parish council would need to apply for the funds. The project would remain Mr. Blundell's as he had already started work on it and had identified suppliers. The Committee felt that once the funds were paid to the PC they would have to be dealt with according to the relevant financial regulations and practices of the PC. Mr. Blundell expressed his dissatisfaction with this and left the room.

The public forum came to an end. It was proposed (by Mr. Staines) that further discussion should not take place on item 19.2. This was agreed unanimously.

4.2 Any issues raised by the public: None.

Items for noting

5. Sites

5.1 Recreation Ground Work Plan CP sent via email on 08.05.18 and filed together in the office with the minutes. Noted.

5.2 Bottles banks on Kronji's Piece CR1 Noted.

5.3 Bowls Club – improvements to electricity and water supply update CR2 Noted.

5.4 Proposed route linking with access track used by the Environment Agency – DPC Highways Register CR3 + CP maps filed in the office together with the minutes.

Mr Forbes thanked the Clerk for the photos taken from Martlesham Creek showing the easterly end of the track sent via email. He drew to the attention of the Committee the sloping bank at this point. Mr Burrows was thanked for taking the lead on the project.

5.5 Martlesham Common LNR Work Plan CP sent via email on 08.05.18 and filed in the office together with the minutes. Noted.

5.6 Maintenance of Amenity Path CR4 Noted.

5.7 Marking the boundary between Felixstowe Road Picnic Site and land to the south Ongoing.

5.8 Information signs for Martlesham Common CR5 Noted.

5.9 Portal Woodlands Conservation Group (PWCG) AGM on 09.04.18 + Committee members for 2018/19 CP Draft AGM minutes to follow CR6 Noted.

5.10 PWCG – Events for May & June 2018 CR7 Noted.

6. Sports Fund Working Group

6.1 Update on questionnaire & meeting held 30.04.18 CP notes of the meeting filed in the office together with the minutes. Noted.

7. Management of Trees

7.1 Work arising from expert tree inspection 2017 Completed.

To note that the poplar at the Recreation Ground was felled on 23.04.18. Noted.

8. Rights of Way

8.1 Coastal Path update CR8 + CP by Mr Forbes filed in the office together with the minutes. Noted.

8.2 Rights of Way Survey 2017 update? Ongoing.

9. Litter

9.1 Annual Litter pick update CR9 Noted.

10. Amenities

10.1 Request for grit bin on Green Lane update Ongoing.

10.2 Replacement of notice boards update Ongoing.

11. Land Maintenance

11.1 Continuation of Land Maintenance Services RA/9 Noted.

12. Public Space Protection Orders (PSPO)

12.1 Effects of District wide PSPOs on PC sites CR10 + CP filed in the office together with the minutes.

To be a newsletter item. **Agreed.**

Items for consideration

13. Playground inspections and risk assessments

13.1 Combined report CP sent via email on 08.05.18 and filed in the office together with the minutes.

DECISION R2018/5a: To ratify the Playground inspections & Clerk's decisions between meetings May report. **Agreed.**

13.2 Reappoint Playground Inspectors CR11

DECISION R2018/5b: To reappoint the following playground inspectors:

Centenary	Leo Brome, Pat Lisseman, Wally Welch
Harry Higgins	Leo Brome, Wally Welch
Jubilee	Colin Moore, Erik Crichton
Kronji's Piece	Ian O'Brien Baker
Jubilee Bike Trails	Colin Moore, Erick Crichton, Zita Kingsbury

Agreed.

14. PWCG

14.1 Any update?

CP Draft minutes of the PWCG Committee meeting held on 30.04.18 emailed on 09.05.18 and filed in the office. Noted.

DECISION R2018/5c: To increase the number of Committee members for the Portal Woodlands Conservation Group, a working group of the Parish Council, from 8 to 9. **Agreed.**

DECISION R2018/5d: To appoint Colin Webb to the Portal Woodlands Conservation Group Committee. **Agreed.**

(Standing Orders March 2014 item 10. Motions at a meeting that do not require written notice a. ix)

CP Agreement between PWCG and individual horse riders from the stables at Heath Farm, Hall Road, Little Bealings using path along A1214 and Main Road sent via email on 09.05.18 and filed in the office together with the minutes.

The Chairman read the agreement to the Committee.

The Committee was satisfied with the arrangements. **Agreed.**

15. Martlesham Common

15.1 Amenity path- segregated lanes for cyclists and pedestrians RA/8

The Clerk reported that Mr Jordan had thanked the PC for the work carried out on the Amenity Path. Noted.

Mr Forbes reported that there were examples in Holland where multi user paths worked well due to respect between individuals. Mr Staines reminded the Committee of the problems experienced between pedestrians and cyclists on the footbridge over the A12. Mr Forbes felt that the problems on the footbridge were due to those commuting to BT. The Amenity Path was not a main route to BT.

The usefulness of erecting signs to promote respect amongst users of the path was discussed. Any signs would have to be carefully worded and should be considered as and when appropriate in the future e.g. when the path is resurfaced. The difficulty of enforcing a segregated path was raised. The Committee expected people to respect each other.

16. Centenary Playspace

16.1 Seat at Centenary Playspace? CR12

DECISION R2018/5e: To agree in principle to the purchase and installation of a seat with a back and arm rests for the Centenary Playspace at a cost of approximately £540. **Agreed.**

The **Clerk** to liaise with Centenary Playspace inspectors about the details of the seat including where it should best be sited. **Agreed.**

There was a short break for refreshments (15mins).

Items for consideration continued

17. Harry Higgins

17.1 Refurbishment of Harry Higgins update CR13

It was noted that the PC already supports the Harry Higgins Play Area through its ongoing inspection and maintenance programme. Noted.

DECISION R2018/5f: The Committee is willing to support the Pavilion Management Committee's project to refurbish the play equipment at the Harry Higgins Play Area, continue with an appropriate inspection programme and consider financial support to unlock further funding opportunities to help deliver the project. **Agreed.**

18. Recreation Ground & Kronji's Piece

18.1 Car Parking at the Recreation Ground RA/10

The Committee did not want to create too many restrictions or adopt a heavy handed approach and wanted to encourage casual users to the site e.g. groups of ramblers and clubs.

The car parking problem appeared to be related to the football club.

The **Clerk** to liaise with the football club requesting that they assign marshals to help with parking on match and training days and consider opening the barrier to enable some of their group to park beyond the car park bearing in mind weather conditions and avoiding churning up the grass areas. **Agreed.**

The issues concerning the commercial use of the Recreation Ground were discussed and included allowing limited commercial activity and changing the terms of the Recreation Ground Trust. It was noted that Kronji's Piece was not bound by the terms of the Trust with regard commercial activities. As there was a lack of information, the keep fit activities on a Thursday morning, are to be monitored and any issues dealt with at the time. **Agreed.**

18.2 Kronji's Piece Entrance Track resurfacing CR14 + CP Project Plan by Mr Burrows filed in the office together with the minutes.

Mr Forbes stressed the need to resist using impervious material when resurfacing the track to benefit the environment.

A permeable material to be used when resurfacing the entrance track on Kronji's Piece. **Agreed.** To request that **Mr Burrows** progresses the project by seeking professional advice and present the Committee with further proposals. **Agreed.**

The **Clerk** to use her delegated authority to fill in any pot holes on the track as necessary. **Agreed.**

19. Amenities

19.1 Replacement of the Manor Road bus shelter CR15

The Clerk reported that there was £4,500 in the budget to use on bus shelters. The funds could be used to replace a PC owned bus shelter or provide a shelter to a bus stop without one. Brick built bus shelters made it difficult for bus drivers to see people waiting for a bus especially in the rain. It was also difficult for those waiting to see buses approaching.

DECISION R2018/5g: To replace the missing panels at the Manor Road bus shelter. **Agreed.**

19.2 Approval of 2 information boards for Martlesham - a request by Cllr Blundell CR16

See the public forum above, item 4.1.

20. Finance

20.1 Pending expenditure CP circulated at the meeting and filed in the office together with the minutes.

DECISION R2018/5g: To pay all pending expenditure transactions (filed in the office together with minutes). **Agreed.**

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

20.2 Income & Expenditure Report CP circulated at the meeting and filed in the office together with the minutes. Noted.

20.3 Greenways Project funding

The Deputy Clerk explained that no new information was available at the present time. It was agreed that a meeting with James Baker, Greenways Project Manager was required. Mr Forbes was interested in attending a meeting to discuss how the PC funds the Greenways Project in the future. The **Deputy Clerk** to arrange a meeting. **Agreed.**

21. Newsletter items for June 2018

21.1 Suggestions for inclusions

Martlesham Common LNR Open Day.

The District Council's PSPOs relating to dogs to be included in a subsequent issue of the newsletters.

22. Items for consideration at the next R&AC meeting

22.1 List items The resurfacing of the Felixstowe Road Picnic Site.

There being no further business the meeting ended at 9.14pm

M. J. Irwin

Chairman, 06 June 2018