



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley
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05 May 2022

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 11th MAY 2022** at 7.30pm.

To note that Covid-19 is still circulating so please act cautiously and be mindful of the concerns of others. Please make your own risk assessment of the advisability of attending and/or any measures you should take individually to ensure your own safety.

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

Diane E 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	1. Apologies	Note	Not applicable (N/A)
19.31	2. Any declarations of disclosable pecuniary or local non-pecuniary interests	Register interests	N/A
19.32	3. Actions from last Meeting	Completed or on agenda. Note	N/A
19.33	4. PUBLIC FORUM		
	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?
	Items for consideration		
19.43	5. Playground inspections and risk assessments		
	5.1 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
	5.2 Play area and Trim Trail inspectors	Appoint	CR1
19.47	6. Amenities		
	6.1 Continuation of Land Maintenance Services for Local Organisation and Groups	Agree	CR2
19.49	7. Sites		
	7.1 Recreation Ground & Kronjis Piece Steering Group – Resurfacing of entrance track & car park proposal.	Consider	CP to follow
20.04	8. Finance		
	8.1 Pending expenditure	Agree	CP at meeting
	8.2 Income & Expenditure report	Note	CP at meeting
20.08	9. Items from May PC meeting		
	9.1 Treebilee planting & time capsule – any update?	Note. Confirm date of the event.	CP- Timeline

	9.2 Instalment of three '30's plenty' signs and a seventh pole for SID	Consider	CR3
	Items for noting	Ref.	
20.18	10. Playground inspections		
	10.1 Annual Inspection and Risk Assessment Report 01.02.22	Ongoing	
20.19	11. Sites		
	11.1 Martlesham Common Local Nature Reserve update	Mark Linsley is currently undertaking a Bird Breeding Survey of the Common. A report to follow will include the results of the survey undertaken in 2021.	
	11.2 Recreation Ground & Kronjis Piece –Sensory Area and features design up update	Council Officer is gathering quotes. To note possible bid to the Community Partnership – Rewilding Forum for 2.5K towards cost of the design.	
20.24	12. Working Groups		
	12.1 Sports Fund Working Group – Jubilee Playspace improvements update	Verbal report by Council Officer.	
	12.2 Village Fete & Wildflower Project Working Group - Wildflower Photographic Competition	Please note judging to take place on Wednesday 28 th June 2pm in the Parish Room. Any update?	
	12.3 Community Orchard Working Group meeting 15.03.22	CP - notes. Order and payment of Phase 3 trees completed. Delivery of trees scheduled for third week of January 2023. Next meeting 17.05.22 7.45pm via Zoom	
	12.4 Recreation Ground and Kronjis Piece Steering Group meeting held on 30.03.22	CP – Draft notes. Next meeting 25.05.22.	
	12.5 Community Partnership – Rewilding Forum meeting 25.04.22	CP- notes if available.	
	12.6 Portal Woodlands Conservation Group (PWCG)	Any update?	
	12.7 Martlesham Wombles	Any update?	
20.36	13. Martlesham Climate Action (MCA)		
	13.1 MCA - next meeting 16.05.22.	N/A	
20.37	14. Trees		
	14.1 Expert Tree Survey by Ipswich Borough Council 2022 - Results	CPs. No High priority work was identified during this survey. Clerk to process findings.	
	14.2 Planting of 5 Silver Birches on boundary of the Jubilee Playspace by John Burges on 04.04.22.	Note that both tree wardens are watering the newly planted trees.	
	14.3 Planting the Treebilee oak and maintenance plus burying the time capsule	Date of event to be confirmed. See item 9.1 above.	
	14.4 Tree Wardens Report	CP	
20.56	15. Amenities		
	15.1 Playground inspector training	Ongoing	
	15.2 Harry Higgins Play Park – tunnel apparatus	Ongoing	
	15.3 McCarthy Stone car park transfer	Any update?	
	15.4 Irregular litter collection in parish by ESC	Litter and dog bins are being monitored and any issues reported to Norse.	
21.00	16. Rights of Way		
	16.1 Footpath Survey	Ongoing	
	16.2 Coastal Path any update?	N/A	
21.02	17. Working with volunteers		
	17.1 Development of policies & procedures	Ongoing	
21.03	18. Annual Review		
	18.1 Annual Review May 2022	CP	
21.05	19. Social media and newsletter items (July)		
	19.1 List items	N/A	
21.07	20. Items for consideration at the next R&AC meeting		
	20.1 List items	N/A	