



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley
Telephone: 01473 612632
Email: clerk@martleshamcouncil.org.uk
Website: <http://martlesham.onesuffolk.net>

04.11.2022

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 9th NOVEMBER 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.

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

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 to follow
	5.2 Amended checklist for the Jubilee Playspace incorporating improvements	Note	CP
	5.3 Annual inspections & risk assessments	Note	CR1
19.49	6. Sites		
	6.1 Jubilee Playspace – New quote for bow top metal fencing	Consider new quote	CR2
	6.2 Spare set of 'rocks' for Jubilee Playspace climbing wall	Consider quote	CR3
	6.3 Jubilee Playspace - Replace safety matting under climbing arch	Consider quote	CR4
	6.4 Jubilee Playspace – Replace safety matting under multi activity unit	Consider quote	CR5
	The next item may need to be taken in camera		
	6.5 Jubilee Playspace –suggestion to install CCTV	Consider	CP Confidential

	cameras		
	6.6 Jubilee Playspace – static from slide	Note	CR6
20.19	7. Working Groups		
	7.1 Sport's Fund Working Group (SFWG) – meeting held 31.08.22	Note SFWG has disbanded.	CP
	7.2 Recreation Ground and Kronjis Piece Steering Group meeting held on 01.11.22	Note/Consider recommendation	CP to follow
	7.3 Community Orchard Working Group – meeting 01.11.22 & budget request	Note/Consider	CP to follow
	7.4 Portal Woodlands Conservation Group – Budget request	Consider	Details to follow
20.34	8. Outdoor Playing Space Fund		
	8.1 Outdoor Playing Space fund - £12k available	Consider	CR7
20.39	9. Trees		
	9.1 Tree Wardens' reports Aug/Sept & Oct/Nov a) Providing a water source to help with watering trees (See August/September Tree Wardens' report) b) Trimming of Oak tree by bowls green (See Oct/Nov Tree Wardens' report)	Note/ Consider	CPs first circulated on 24.10.22
	9.2 Two replacement trees for Forbes Spinney	Agree	CR8
	9.3 Five replacement trees along boundary with the Hastoe development	Agree not to go ahead	CR9
	9.4 Trees in Carol Avenue	Note/consider?	CR10
20.59	10. Amenities		
	10.1 Maintenance of football pitches on The Green – request from MHHL	Consider quote	CP to follow
21.03	11. Finance		
	11.1 Pending expenditure	Agree	CP at meeting
	11.2 Income & Expenditure report	Note	CP at meeting
	11.3 Budget 2023/24	Consider	CPs
	Items for noting	Ref.	
21.17	12. Sites		
	12.1 Martlesham Common Local Nature Reserve – site meeting 22.09.22	CP to follow	
	12.2 Martlesham Common Local Nature Reserve - AONB Conservation Group Offer	CR11	
	13. Working Groups		
	13.1 Wildflower Project Working Group – next meeting to be confirmed	N/A	
	13.2 Portal Woodlands Conservation Group (PWCG)	Any update?	
	13.3 Rewilding Group meeting 12.09.22 cancelled	Meeting cancelled due to the death of Queen Elizabeth II	
	14. Martlesham Climate Action (MCA)		
	14.1 MCA – Any items pertinent to R&AC	To note next meeting is on 28.11.22	
	15. Trees		
	15.1 Tree Warden Bulletin – latest issue	CP if available	
	15.2 Expert Tree Survey by Ipswich Borough Council 2022 - Results	No High priority work was identified during this survey.	
	16. Amenities		
	16.1 McCarthy Stone car park transfer - Car park management plan update	CP to follow	
	17. Rights of Way		
	17.1 Sofa at Martlesham Creek	CR11. Note response from Communities Officer for East Suffolk Council	
	17.2 Footpath Survey	Any update?	
	17.3 Coastal Path	Any update?	
	18. Working with volunteers		
	18.1 Development of policies & procedures	Ongoing.	
	19. Annual Review		
	19.1 Annual Review November 2022	CP to follow	
	20. Martlesham Wilds – a Suffolk Wildlife Trust		

	reserve	
	20.1 Any update?	
	21. Social media and newsletter items (December)	
	21.1 List items	N/A
21.29	22. Items for consideration at the next R&AC meeting	
	22.1 List items	N/A