



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Lisa Burgess
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26th June 2025

Dear Councillors

You are hereby summoned to attend the next MEETING of MARTLESHAM PARISH COUNCIL to take place in the PARISH ROOM on **WEDNESDAY 2nd July 2025** at 7.30pm.

In order to facilitate the meeting, in the absence of prior notice of a wish to speak, the Chairman will take starred items* as read and accepted without discussion. For other items, if any councillors wish to present a proposal to expedite the business, the Chairman will ask them to speak at an early stage in the discussion, if notified in advance.

A hearing loop is available in the Parish Room. Please inform the Clerk if you would like it to be switched on.

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

L S Burgess

Lisa Burgess
Clerk

CP is council paper; **CR** is Clerk's report

AGENDA			
Time	Item	Action by Council	Paper/Ref (all by email)
19.30	1. Apologies	Note/accept absence	Not applicable (N/A)
19.31	2. Any declarations of disclosable pecuniary or local non-pecuniary interests	Register interests	N/A
19.33	3. Minutes		
19.33	3.1 Approve Minutes from the Parish Council Meeting 04.06.25	Approve*	CP-Minutes
19.37	4. Actions from last meeting	Ongoing or on the agenda*	N/A
19.38	5. PUBLIC FORUM		
	5.1 Reports from District Councillors	Note/any issues raised by the public/consider	Any report?
	5.2 Reports from County Councillors	Note/any issues raised by the public/consider	Any report?
	5.3 To allow members of the public to	Note/consider	Any issues?

	address business on the agenda		
	5.4 Any issues raised by the public	Note/include on another agenda?	Any issues?
19.48	6. Financial Matters		
	6.1 Payments pending between meetings	Approve	CP
	6.2 Payments made between meetings	Approve	CP
	6.3 Monthly financial report, including monthly bank reconciliation figures	Approve	CP
	6.4 CIL report 2025/26	Note	CP
	6.5 Income & Expenditure – Budget Monitoring Report	Consider	CP
19.52	7. TO CONSIDER REPORTS AND RECOMMENDATIONS FROM COMMITTEES		
	7.1 DET Committee 18.06.25 - Minutes	Approve*	CP- minutes
	7.2 Recommendation D2025/a – removal of old brick bus shelters from Main Road, Old Martlesham	Consider/Approve	CP - minutes
20.05	8. Clerk's Report		
	Record of decisions made by the Clerk between meetings, as required by the Openness of Local Government Bodies Regulations 2014	Ratify decisions	CR
	Projects update		
	8.1 Proceed with the swales at Kronji's Piece	Approve	CR1
	8.2 Walk Farm Wood Carpark	Note	CR2
	8.3 Recreation Ground/Kronji's Piece Carpark	Note	CR3
	8.4 Civility & Respect Pledge, Signing of Certificate	Approve	CR4
	8.5 Meeting with County Cllr Mulcahy & Highways Liaison Officer	Note	CR5
	8.6 Felixstowe Road – Pedestrian Crossing	Note	CR6
	8.7 Neighbourhood Watch	Note	CR7
20.25	9. TO CONSIDER REPORTS FROM WORKING GROUPS		
	9.1 Village Fete 19.07.23 - any update?	Note/consider?	N/A
	9.2 Community Speed Watch/SID – scheduled meeting moved from the 26 th June to the 29 th July 2025	Note	N/A
20.40	10. Consultations		
	10.1 Any consultations?	Note/consider?	N/A
	One Suffolk – Local Government Reorganisation – details of webinars emailed to Councillors	Note	N/A
20.41	11. Training		
	Councillor Training Date in August - update	Note	N/A
20.51	12. Recreation Ground Trust (the Parish Council acts as sole trustee in the interests of the		

	Trust): to consider any matters other than those within the remit of the Recreation & Amenities Committee		
	12.1 Anything to report?	Note/consider	N/A
20.53	13. Any reports from representatives on local organisations		
	13.1 Martlesham Community Hall Committee	Note/consider	CP if available
	13.2 Any other reports? Brightwell Lakes Community Forum – minutes from 14.04.25	Note/consider	CP
	13.3 Community Partnership (leaflet)	Note	CP
	13.4 DEP Minutes 13.03.25	Note	CP
14. The next item to be taken in camera. To consider excluding the public and press for the next items as their presence would be prejudicial to the public interest due to the confidential nature of the matter to be discussed (Public Bodies [Admission to Meetings Act] 1960).			
20.57	15. Items for Martlesham newsletters (August)/Facebook/website		
	15.1 Contributions		N/A
20.57	16. What has this meeting achieved?		