



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB
Clerk: Mrs Lisa Burgess
Telephone: 01473 612632
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Website: <http://martlesham.onesuffolk.net>

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? |

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| | 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 |
| | <i>Projects update</i> | | |
| | 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 | | |

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|--|---|---------------|-----------------|
| | 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). | | | |
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| 20.57 | 15. Items for Martlesham newsletters (August)/Facebook/website | | |
| | 15.1 Contributions | | N/A |
| 20.57 | 16. What has this meeting achieved? | | |
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