



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB
Clerk: Mrs Susan Robertson
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27 August 2021

Dear Councillors

You are hereby summoned to attend the next MEETING of MARTLESHAM PARISH COUNCIL which will be on **WEDNESDAY 01 SEPTEMBER 2021** at 7.30pm, **at St Michael's Church Centre**.

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.

The conditions for hiring the Church Centre have changed since 16th August 2021 making mask wearing voluntary. The fire doors can be opened onto The Green if wanted but must not be propped open with fire extinguishers. Chairs/tables/touchpoints do not have to be sanitised.

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.

S C Robertson

Susan Robertson
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. Filling the Parish Councillor vacancies	Consider co-option	N/A
19.35	4. Minutes of Parish Council Meeting 28.07.21	Approve*	Minutes
19.37	5. Actions from last meeting	Ongoing or on the agenda*	N/A
19.38	6. PUBLIC FORUM		
	6.1 Police Report	Note/any issues raised by the public/consider	Any report?
	6.2 Reports from County Councillors	Note/any issues raised by the public/consider	Any report?
	6.3 Reports from District Councillors	Note/any issues raised by the public/consider	Any report?
	6.4 To allow members of the public to address business on the agenda	Note/consider	Any issues?
	6.5 Any issues raised by the public	Note/include on another agenda?	Any issues?

19.50	7. Financial Matters		
	7.1 Cheques signed between meetings	Ratify	CP to follow
	7.2 Any pending expenditure transactions	Agree	CP to follow
	7.3 Income & expenditure	Note*	CP to follow
	7.4 Community Partnership – Rewilding bid confirmation	Note*	CR1
	7.5 Community Infrastructure Levy (CIL) Report 01 April 2020 – 31 March 2021	Approve	CP to follow
	7.6 Insurance renewal	Consider & agree	CR2
	7.7 Land Maintenance Contract – publicise invitation for tenders and identify budget heading for advertisement	Consider	CR3
20.00	8. Clerk's Report		
	8.1 Record of decisions made by the Clerk between meetings, as required by the Openness of Local Government Bodies Regulations 2014	Ratify decisions	CP to follow
	8.2 Planning Comments issued under delegated authority to ESC since last PC meeting on 28.07.21	Note*	CP
	8.3 Parish Council and Committee Autumn meeting dates	Agree dates & room hire; investigate hybrid meetings?	CR4
	8.4 Staff changes from 01.09.21 and re-opening of the Parish Office	Ratify	CR5
	8.5 Re-opening of the Parish Room for use by local organisations: RESOLUTION C2021/7f: To limit the use of the Parish Room to MPC and reassess the situation at the September PC meeting.	Consider	N/A
	8.6 Footpath Surveys – request for volunteers	Note*	N/A
	8.7 Underpass Project update	Consider cleaning of graffiti	CR6
	8.8 Defibrillator for old Martlesham – Red Lion PH	Note*	CR7
	8.9 Defibrillator for Lancaster Drive – MHHL request	Note/consider	Any update?
	8.10 Quotations for tree works following independent Tree Inspection Report	Consider	CP to follow?
	8.11 Request for speed limits of 20mph near Birchwood Primary School	Consider	CR8
	8.12 Climate Emergency Summit 25.09.21 volunteers to help with PC stand.	Note*	N/A
	8.13 Start of Advice Hub sessions 04.09.21	Note*	N/A
	8.14 Village Fete 2022, Saturday 16 th July	Note* and diarise	CR9
20.25	9. TO CONSIDER REPORTS FROM WORKING GROUPS		
	9.1 Recreation Ground and Kronji's Piece Steering Group – resurfacing of entrance track and car park report	Consider	CR10 & CPs-quotations
	9.2 Community Partnership – Rewilding Group Meeting 16.08.21	Note*	CP
	9.3 DETWG Planning Strategy notes 21.07.21: Planning application delegation & appointment of an advisory working group	Consider	CP & CR11
	9.4 SID update – sign delivered on 26/08/21	Note*	N/A
20.55	10. Consultations		
	10.1 Brightwell Lakes	Note/consider	Any update?
	10.2 Sizewell C	Note*	Any update from Paul Whitby

	10.3 McCarthy & Stone planning application DC/21/3305/FUL – response	Ratify	CP
	10.4 Suffolk Constabulary HQ planning application DC/20/0902/OUT - response	Ratify	CP
21.05	11. 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		
	11.1 Finance Report	Ratify payments	CP to follow
	11.2 Any matters arising?	Consider/note	N/A
21.08	12. Any reports from representatives on local organisations		
	12.1 Kesgrave, Rushmere, Martlesham, Carlford & Fynn Valley Community Partnership: road/traffic issues	Note*	CR12 & any further report?
	12.2 SALC AGM 29.07.21	Note*	CP
21.10	13. Items for Martlesham newsletters/Facebook/website		
	13.1 Contributions/what has this meeting achieved?	Consider	N/A
	The following item is to be taken in camera		
21.12	14. Staff Matters		
	14.1 Payment of TOIL	Consider	Confidential report to follow