

**MINUTES OF THE MEETING OF THE RECREATION & AMENITIES COMMITTEE OF
MARTLESHAM PARISH COUNCIL HELD ON 12th MARCH 2025**

Present: Mike Irwin (ex officio), Cllr L Burrows (Committee), Cllr Jane Hall (Committee), Cllr E Thompson (Committee), Cllr Ian O'Brien Baker (Committee), Cllr Simon Daws (Councillor)

There was 1 member of the public.

In attendance: Mr Louis Linsley (Council Officer)

1.To appoint a chairman for this meeting only

It was agreed that Cllr Mike Irwin would chair the meeting in the absence of Cllr O'Brien Baker.
Agreed.

2.Apologies: Cllr Richard Staines, Cllr Helen Davey

3. Declarations of Interest

3.1 Disclosable Pecuniary Interest (DPI): None Declared

3.2 Local Non-Pecuniary Interest (LNPI): None Declared

4.Actions from last Meeting

Ongoing or on agenda.

Cllr Hall raised the ongoing problem of litter within the parish, old Martlesham specifically has seen an increase in litter. There was a discussion. Cllr Thompson will prepare a litter review of the current litter situation for the April Parish Council. Cllr Hall also proposed a litter action plan which would include the following points.

1. We could draw up a litter action plan (similar to the biodiversity action plan).
2. We could contact businesses and fast-food outlets in Martlesham, bringing the notable increase in litter in Old Martlesham to their attention, asking them for help in reducing litter.
3. Contact Jason Alexander from 'rubbish walks' to see if he would be willing to organise a litter pick in Old Martlesham.
4. Contact the schools in Martlesham asking for help. E.g. Martlesham Academy has an Eco Committee.
5. Recruit more Council volunteers.

Recommendation R2025/3a: Propose the litter action plan to the parish council.

5. PUBLIC FORUM

5.1 To allow members of the public to address business on the agenda

Item 7.5 has been brought due to the presence of the member of the public Phil Geeson. Phil Geeson gave a verbal report as inspector of the Diamond Jubilee bike trails and Jubilee play space and qualified trail builder and inspector with the Association of Trail Builders. At the current time the bike trails are not as designed, however the council has done a considerable amount to close the bike trails due to safety.

The councillors considered the quotes from the S.C.L to both flatten the bike trails and return them to the original specification, as well as to fix the gate at the entrance.

Cllr Irwin stated that for insurance purposes the site needs to be made safe or taken out of use.

The council officer noted the multiple enquires about when the bike trails are going to reopen, and that they are regularly used by many people within the parish.

Decision R2025/3a: To accept the quotes from S.C.L to return the Diamond Jubilee Bike Trails to the original specification as matter of urgency and fix the gate at the entrance, using the play areas budget or earmarked reserves. **Agreed**

Decision R2025/3b: To make people aware of the cost of returning the bike trails to normal as a result of the unauthorised digging through Martlesham Monthly and social media and encourage volunteer opportunities. **Agreed**

Decision R2025/3c: Redesign the bike trails, to improve them and bring them up to date and seek external funding to do this. **Agreed**

There was also discussion about maintaining the jumps after they have been returned to the original specification through clear signage, that clearly states that there is to be no unauthorised digging.

The Recreation and Amenities Committee thanks Mr Phil Geeson for his work and advice.

The member of the public left the meeting at 20:12.

5.2 Any issues raised by the public

Cllr Hall raised the issue of the verge on school lane on behalf of a member of the public who had contacted her. There was a discussion about the use of the land and the increase in parking and litter.

Decision R2025/3d: Conduct a land registry search to determine the ownership of the land. **Agreed**

Items for consideration

Playground inspections and risk assessments

6.1 Combined Report including Record of decisions made by the Clerk between meetings, as required by the Openness of Local Government Bodies Regulations 2014

Decision R2025/3e: Ratified **Agreed**

Decision R2025/f: Proceed with the clearance of Hemlock at the Recreation Ground as per the quote from S.C.L. **Agreed**

Decision R2025/g: Proceed with the quoted works at the centenary play space. **Agreed**

7. Sites

7.1 Runway Heritage Car Park Bike Rack Damage

There was a verbal report from the council officer and a discussion followed.

Decision R2025/3h: To remove the plastic from the other side of the bike rack. **Agreed**

7.2 Runway Heritage Carpark Enforcement

There was a discussion. It was stated how busy and well used the car park is as well as that it is important to remember the original aim of a car park at this location to encourage use of the local amenities and not provide private parking to residents.

Decision R2025/3i: To stand by the previous decision of Martlesham Parish Council that is to see the effects of car park enforcement at the adjacent car park and act following these results.

7.3 Runway Heritage Carpark Electric Car Spaces Signage – Update

There was verbal report from the council officer. The office is currently in the process of standardising signs across the parish.

Decision R2025/3j: To recommend to the parish council that the car parking spots in front of the electric charging points at the Runway Heritage Car Park are painted to ensure only cars which require charging are parked in them. **Agreed**

7.4 Runway Heritage Carpark – Gardening Approach to Plants

There was a discussion, centring around ensuring plants are properly watered. Cllr Hall, Cllr Burrows and Cllr O'Brien Baker observed the plans of planting at Runway Heritage Carpark.

Decision R2025/3k: Proceed with a gardening approach and investigate the watering plan for the car park moving forward. **Agreed**

7.5 Bike Park – Update and Consider Quotes

See item 5.1.

8. Works

8.1 Fly Tipping in Old Martlesham

There was a discussion. It was noted that the problem seems to be exclusively with tyres. It was noted that local recycling centres do not accept tyres and that this might be the source of the issue.

Decision R2025/3l: Contact the proper authorities to enquire about the correct place and methodology of tyre disposal and report to the May Recreation and Amenities Meeting. **Agreed**

8.2 Shared cycle/pedestrian footway by Gorselands School Cutting Back

There was a discussion.

Decision R2025/3m: Contact S.C.L to produce a quote for clearing the orchard side of the pedestrian footway by Gorselands School for the April Parish Council Meeting. **Agreed**

9. Finance

9.1 Pending expenditure

Pending Payments to 11 March 2025

Date	Payee	Nett	VAT	Gross £	Reason	Bank	Initial 1	Initial 2
7/3/25	Ipswich Computer Services	204.73	40.95	245.68	March 2025 services including licenses and back up			
1/3/25	Jonjo Litter Picking (John Goodluck)	180.00	0	180.00	February litter picking			
	TOTAL	384.73	40.95	425.68				

Decision R2025/3n: To pay all payments in the above table. **Agreed**

9.2 Payments for approval

Payments made between meetings at 11/3/2025

Date of invoice	Payee	Nett	VAT	Gross £	Reason	Bank	Initial 1	Initial 2
27/2/25	Ipswich Borough Council	9000.00	1800.00	10800.00	Greenways Project – Habitat management Martlesham Common			
22/2/25	BT	170.85	34.17	205.02	'Phone & related services 1/2/25-30/4/25			
8/3/25	Webfactory	16.99	3.40	20.39	Website, domain & e-mail hosting March, 2025			
25/2/25	Tesco	8.70	0	8.70	Office milk & coffee			
7/3/25	Land Registry	14.00	0	14.00	Title register & title plan			
	TOTALS	9210.54	1837.57	11048.11				

Decision R2025/3o: To ratify all the payments made in the above table between meetings.
Agreed

10. Working Groups

10.1 Portal Woodlands Working Group Update

Decision R2025/3p: The Portal Woodlands Working Group needs to approach the clerk for the corporate view of the council for the planning application they intend to submit and not reach out to individuals.

11. Trees

11.1 Tree Warden Report: March 2025

A verbal report was given by Cllr Jane Hall. The Recreation and Amenities Committee thanks the Tree Wardens for their continued work.

Items for noting

12. West Deben Green Cluster Meeting

12.1 Feedback from the West Deben Green Cluster interparish biodiversity group – Proposal to plant a ‘shady way’ spanning two/ three parishes

Noted. To span Brightwell parish only, not multiple parishes.

13.Events

13.1 Martlesham Wilds Talk

Noted.

The Recreation and Amenities Committee thanks Charlie Zakss and Martlesham Wilds for their continued work.

14. Biodiversity

14.1 Proceed with Council Biodiversity Action Plan and Biodiversity Policy

Noted.

Recommendation R2025/3b: To note at the Parish Council.

15. Working Groups

15.1 Recreation Ground & Kronjis Piece Steering Group update

Nothing to report.

15.2 Martlesham Climate Action

Nothing to report.

16. Social media and newsletter items (February/March)

16.1 List items

The work at the Diamond Jubilee Bike Trails, neighbourhood watch.

17. Items for consideration at the next R&AC meeting

17.1 List Items

Litter Action Plan

The meeting ended at 9:23pm.

Chairman, 2nd April 2025