

**MINUTES OF THE MEETING OF THE RECREATION & AMENITIES COMMITTEE OF  
MARTLESHAM PARISH COUNCIL HELD ON 12<sup>th</sup> JULY 2023**

**Present:** Mr L Burrows (ex officio), Mrs H Davey (Committee), Mrs J Hall (Committee), Mr M Irwin (Committee), Mr I O'Brien Baker (Chairman), Mr R Staines (Committee) Mr Thompson (Committee).

There were 2 members of the public present.

**In attendance:** Mrs Diane Linsley (Clerk)

**1. Apologies:** There were no apologies.

**2. Declarations of Interest**

2.1 Disclosable Pecuniary Interest (DPI): None declared.

2.2 Local non-Pecuniary Interest (LNPI): None declared.

**3. Actions from last Meeting**

Actions completed or on agenda.

**4. PUBLIC FORUM**

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

Nicole Harris and Jo Dixon informed councillors of the recently reported dog on dog attacks that had taken place in the parish (item 12.1 Dog on dog attacks on Martlesham Heath), including their own experience of an attack and the threatening behaviour of the owner of the offending dog following the incident. The outcome of these attacks is often expensive vet bills for victims. There are laws regarding dangerous dogs in statute but these are often not enforced. Both would like help to raise awareness of the law and highlight the repercussions for those not taking responsibility for the behaviour of their dogs.

The PC can help with raising awareness of these issues through its monthly news articles in local newsletters and through its social media platforms.

**District Councillor Thompson** to take the matter forward with East Suffolk Council (ESC). Agreed.

Both members of the public left the meeting at 7.50pm.

4.2 Any issues raised by the public CP filed in the office together with the minutes.

Details of a proposed new fence line from Martlesham Bowls Club was circulated before the meeting.

Mr Burrows informed the meeting that he, along with the Clerk, had accepted an invitation to meet with a member of the bowls club earlier in the year to hear about the club's initial plans for a new fence line around the bowls green.

The bowls club to be asked for a detailed proposal to be considered by the PC, acting as the sole trustee for the Recreation Ground Trust, at its next meeting in September. Agreed.

Any views from the Recreation Ground and Kronj's Piece Steering Group, which meets on the 5<sup>th</sup> September, to be forwarded to the PC meeting. Agreed.

**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 CP filed in the office together with the minutes.

**DECISION R2023/7a:** To ratify the Record of decisions made by the Clerk between meetings as required by the Openness of Local Government Bodies Regulations 2014. Report filed in the office together with these minutes. Agreed.

The **Clerk** to send the section pertaining to the Harry Higgins Play Park to the Pavilion Management Committee which will be meeting shortly. Agreed.

*L. O'Brien Baker* 6/9/23

July 2023

## 6. Sites

6.1 Recreation Ground & Kronjis Piece – Water supply CR1 & CP filed in the office together with the minutes.

The following quote from the land maintenance contractor was circulated before the meeting:

*Supply and install 25mm water pipe at the Recreation Ground as per plan.  
Includes 800 x 800 x 320 deep enclosure and all plumbing etc for the tap. Total £2,250.00 + vat*

The total cost of providing a water supply to the Recreation Ground, including the cost of the connection to the mains water by Anglian Water (**£2,799.60**) is **£5,049.60**.

The Committee felt having a water supply on the site was very worthwhile and would have a long term positive effect, helping with the general maintenance of the site and the establishment of many of the improvement projects planned plus ensuring the survival of newly planted trees.

The Committee suggested the use of CIL funds to cover the expenditure and asked that the Finance Officer be consulted on the best budget to use.

**DECISION R2023/3b:** To install a water supply for the Recreation Ground and Kronjis Piece for **£5,049.60** which includes works to be carried out by Anglian Water (**£2,799.60**) and by the land maintenance contractor (**£2,250.00**). Agreed.

The cabinet housing the water tap to accommodate watering cans. Agreed.

6.2 Recreation Ground & Kronjis Piece – request for defibrillator by Martlesham Youth Football Club (MYFC) CR2

There was a discussion.

To suggest that MYFC contact the new secretary to the bowls club and request a key to access the defibrillator housed in their clubhouse. Other suggestions to pass on to MYFC include the possibility of tapping off local sources of electricity e.g. at the garage or bowls club, exploring the installation of a solar panel and investigating financial support from the Football Association.

Agreed.

6.3 Martlesham Wilds – a Suffolk Wildlife Trust reserve – access to site via PC car parks request CR3 & CP filed in the office together with the minutes.

**DECISION R2023/7c:** To allow the Suffolk Wildlife Trust to list, on the Martlesham Wilds web page, the use of the car parks at the Recreation Ground, Community Hall and Felixstowe Road Picnic Site as alternatives to the car park for Martlesham Wilds off Church Lane. Agreed.

To inform the Suffolk Wildlife Trust (SWT) that next to the Recreation Ground car park are cycle racks. Agreed.

To ask the SWT for a meeting to discuss areas of common ground and the possibility of working together on projects e.g. improving accessibility to the countryside and green infrastructure projects and liaise with ESC on funding opportunities in particular through District CIL. Agreed.

6.4 Jubilee Playspace – Hastoe development - play provision and street names CR4

### Play provision

The Committee suggest that the developer, Hastoe, consider providing equipment for younger children complementing the play equipment at the Jubilee Playspace which is aimed at 7 – 14 year olds similar to that installed at the Harry Higgins Play Park which has been hugely popular. Another suggestion is to create a grassy earth mound with steps built opposite a slide; at the base of the mound running between the steps and the slide would be a tunnel. This arrangement has been constructed at Chantry Park in Ipswich and was seen by Mrs Davey to be very popular with toddlers.

### Long-term management of Hastoe play area

The Committee would in principle be open to an approach by Hastoe to take on the long-term management of the Hastoe play area. Agreed.

### Street name suggestions

Suggested road names to be based on birds, insects, wildflowers and reptiles local to the area. A mix of names from the different groups could be used or just one group e.g. all roads named after wildflowers.

*L. Dawson  
Chairwoman 1/9/23*

## 7. Working Groups

### 7.1 Recreation Ground & Kronjis Piece Steering Group – Sensory Area and Features Project – amendments to plan for area by car park CP filed in the office together with the minutes.

Mr Burrows explained the changes to the plan for the sensory area by the car park which had been caused by an encroaching band of Hemlock, a poisonous plant. Hemlock has been dealt with in the past on the site.

Management of the Hemlock to be an agenda item for the September R&AC meeting. Agreed. Costings for the plan to follow.

**DECISION R2023/7d:** To accept the changes to the sensory area by the Recreation Ground car park. Agreed.

### 7.2 Wildflower Project Working Group – request to change name CR5

**DECISION R2023/7e:** To agree to changing the name of the Wildflower Project Working Group to Wildflower Working Group and amend Terms of Reference accordingly. Agreed.

### 7.3 Portal Woodlands Conservation Group - storage of materials suggestions any update?

There was no update.

## 8. Outdoor Playing Space Fund

### 8.1 Outdoor Playing Space fund - possible projects CPs filed in the office together with the minutes.

Noted.

The re purposing of the petanque piste is not project ready. The suggested improvements to the bike trails will create more permanent jumps making them useable throughout the seasons.

**DECISION R2023/7f:** To put forward the following improvements to the bike trails to East Suffolk Council as a project for Outdoor Playing Space funding:

- On all jumps excluding the toddlers' trail, dig out the topsoil from the jumps, add a rigid plastic mesh mat to create a 'tabletop', reapply topsoil over the mesh (**£4,200 + VAT**)
- Reshape the starting ramp by adding topsoil, reshaping the mound, add surface barrier (**£1,900 + VAT**)

Agreed.

## 9. Trees

### 9.1 Expert Tree Survey by Ipswich Borough Council 2023 CR6 & CPs filed in the office together with the minutes. Noted.

The trees in the Expert Tree Survey 2023 identified as priority trees, needing urgent attention, have been dealt with. The Chairman highlighted the medium priority trees listed in the report many of which are on Martlesham Common Local Nature Reserve. He asked if the Martlesham tree wardens could take a look at the dead trees and 'trees to monitor' listed.

### 9.2 Coronation of His Majesty The King - Coronation trees to include species other than oaks? CR7

The Committee were happy to include species other than oaks as Coronation trees. Agreed.

The R&AC meeting in September to consider suitable locations and trees to plant in the parish to celebrate the Coronation of King Charles III. Agreed.

### 9.3 Tree Warden Report: July 2023 (including recommendation) CP filed in the office together with the minutes. Noted.

The Committee to be mindful that tree wardens are always happy to be consulted before any new locations for tree planting are agreed as they have experience to share and are also able to draw on the expertise of the Suffolk Tree Warden Network (STWN) and umbrella organisation The Tree Council. Agreed.

### 9.4 Project 'Copse 23' CP filed in the office together with the minutes.

Tree warden, Mrs Hall, was keen to liaise with those working on Recreation Ground improvement projects to progress the establishment of 'Copse 23'.

Mr Burrows reported that he had been made aware of the project recently when it was mentioned briefly at a Recreation Ground & Kronjis Piece Steering Group meeting. He supported planting more trees on the Recreation Ground.

Mrs Hall added that she could access free trees and grants to help with new planting.

**DECISION R2023/7g:** To proceed with project 'Copse 23' following satisfactory discussions between Martlesham tree wardens and the designer of the Sensory Area and Features, Sonya Burrows and delegate the Clerk to facilitate actions. Agreed.

Clerk to attend meeting with tree wardens and Sonya Burrows. Agreed.

9.5 Field maple – request to move to a more open location CR8

Mr Burrows and Sonya Burrows to look at the Field Maple and provide suggestions on what can be done to ensure its survival. Agreed.

## 10. Amenities

10.1 Request for an extra litter bin at the Harry Higgins Play Park CR9

To defer this item to the September R&AC meeting. Agreed.

## 11. Rights of Way

11.1 Community Partnership's use of part of the Martlesham Circular Walk route CR10

**DECISION R2023/7h:** To ratify the decision by the Clerk in liaison with the R&AC Chairman to allow part of the Martlesham Circular Walk to be used for a Community Partnership project to produce walking maps/routes for local residents using the Go Jauntly app, encouraging people to exercise more. The focus of the walk is Martlesham Wilds. Agreed.

## 12. Dogs

12.1 Dog on dog attacks on Martlesham Heath CR11

See item 4.1 of the Public Forum.

At 9.30pm the following decision was taken:

**DECISION R2023/7i:** To suspend Standing Order 3w to complete all business on the agenda. Agreed.

## 13. Mammal conservation

13.1 Hedgehog Highway Project CR12

The Clerk to pass on information on the Hedgehog Highway Project to Martlesham Climate Action. Agreed.

Mrs Hall reported that the Brightwell Lakes development will have access for hedgehogs.

## 14. Consultations

14.1 Coasts & Heaths AONB new draft management plan consultation, Deadline Wednesday 2nd August 2023.

<https://coastandheaths.org/managing/management-plan/management-plan-consultation/>

Mr Burrows highlighted the need for greater accessibility to the AONB.

Individuals to respond to the consultation if they wish. Agreed.

## 15. Finance

15.1 Pending expenditure CP filed in the office together with the minutes.

**DECISION R2023/7j:** To pay all pending expenditure transactions (attached to these minutes). Agreed.

The pending expenditure transaction report was signed by the Chairman and the Council Officer.

15.2 Income & Expenditure report CP filed in the office together with the minutes. Noted.

The Finance Officer to provide details of EMR Locality Budget/Grants. Agreed.

## Items for noting

### 16. Sites

16.1 Jubilee Playspace – Forest School Area – report of felled tree by Martlesham Primary Academy CR13 Noted.

16.2 Bike Trails enquiry CR14 Noted.

16.3 Recreation Ground and Kronjis Piece – Martlesham in Bloom event with Suffolk Wildlife Trust –

*W. Burrows  
Chairman 6/9/23*

'Wild for Wildlife' on 21.06.23 CP – photo of stag beetle log pile filed in the office together with the minutes. Noted.

Mr Irwin left the meeting at 9.35pm.

16.4 Recreation Ground – future management of football pitch suggestion by MYFC and fence  
CR15 Noted.

16.5 Recreation Ground – work on gas pipes under river Fynn update

Works completed and site left in satisfactory condition on 22.07.23. Noted.

There are 3 new plastic gas markers in place by the fence running alongside the riverbank on the Recreation Ground. The land maintenance contractor has been made aware that care is needed when cutting the grass around the markers especially the middle marker which contains electrical wires.

16.6 Martlesham Common Local Nature Reserve CR16 Noted.

16.7 Community Orchard Working Group meeting any update?

Watering the fruit trees continues to go well.

## 17. Working Groups

17.1 Recreation Ground & Kronjis Piece Steering Group meeting 04.07.23

Draft notes, not available.

17.2 Wildflower Project Working Group meeting 24.05.23 CP filed in the office together with the minutes. Noted.

## 18. Martlesham Climate Action (MCA)

18.1 MCA – Any items pertinent to R&AC – Inter-parish Green Infrastructure Workshop 30.08.23

CR17 Noted.

## 19. Trees

19.1 WI Rowan Tree – ongoing care by tree wardens CR18 Noted.

Tree warden, Mrs Hall, to give a talk on trees to the WI.

## 20. Amenities

20.1 McCarthy Stone car park transfer - Car park management plan update

Mrs Hall reported that due to changes of staff at McCarthy Stone there was nothing new to report. She was waiting for the ESC case officer, who had been on leave, to provide updated documents.

20.2 East Suffolk Services Limited CR19 Noted.

## 21. Rights of Way

21.1 Footpath Survey

There was no update.

Mrs Hall reported that FP7 by Bloomfields Farm was overgrown.

The Clerk to inform Mr Whitby, the PC's Rights of Way Liaison Officer, that FP7 is overgrown. Agreed. The Committee is keen to re-establish its work on monitoring the condition of the public rights of way in the parish. Agreed.

21.2 King Charles III England Coast Path CR20 Noted.

Mrs Hall reported that an update of the coast path had been given at the Deben Estuary Partnership meeting she had attended recently.

## 22. Working with volunteers

22.1 Development of policies & procedures Ongoing.

## 23. Annual Review

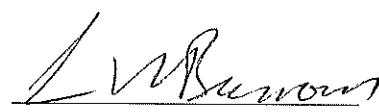
23.1 Annual Review July 2023 CP filed in the office together with the minutes. Noted.

**Mr Irwin, Mrs Hall and Mrs Davey** volunteered to survey right of ways. **Mr Whitby** to be informed.  
Agreed.

**24. Social media and newsletter items (August /September)**  
24.1 None.

**25. Items for consideration at the next R&AC meeting**  
25.1 None.

There being no further business the meeting ended at 9.55pm.



Chairman, 6<sup>th</sup> September 2023