



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley
Telephone: 01473 612632
Email: clerk@martleshamcouncil.org.uk
Website: <http://martlesham.onesuffolk.net>

08.03.2024

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 13th MARCH 2024** at 7.30pm.

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

Please inform the Clerk if you would like the Hearing Loop System turned on.

Diane Linsley

Diane Linsley, Clerk for Martlesham Parish Council

AGENDA

CP is committee paper **CR** is Clerk's report

Time	Item	Action by committee	Ref
19.30	1. Apologies	Note	Not applicable (N/A)
19.31	2. Any declarations of disclosable pecuniary or local non-pecuniary interests	Register interests	N/A
19.32	3. Actions from last Meeting	Ongoing or on agenda. Note	N/A
19.33	4. PUBLIC FORUM		
	4.1 To allow members of the public to address business on the agenda	Note/Consider	Any issues?
	4.2 Any issues raised by the public	Note/include on another agenda?	Any issues?
19.43	Items for consideration		
19.45	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	Agree/Ratify	CP to follow
	5.2 Annual inspection and Risk Assessment 2023/24 undertaken 06.03.24	Consider/note	CP – Report if available
	5.3 Request for new volunteer playground inspectors	Note*	CR1
19.50	6. Sites		
	6.1 Jubilee Playspace – renewal of Martlesham Primary Academy Lease expiry date 20.02.25	Consider	CP – Report if available
	6.2 Jubilee Playspace – Hastoe development update - sourcing water & electricity supplies and access	Consider	CR2
	6.3 Felixstowe Road Picnic Site – quote to relocate picnic bench and bench from the picnic site to the community hall area.	Consider	CP - quote
	6.4 Recreation Ground – Martlesham Bowls Club request for financial help maintaining defibrillator update	Consider/note	N/A

20.07	7. Bio-diversity Enhancement and Accessibility in Martlesham (BEAM)		
	7.1 Community Partnership bid for Sensory Area Project (adjacent to the car park)	Note/consider	CR3
20.12	8. Wildlife Friendly Garden Competition 2024		
	8.1 Update on Wildlife Friendly Garden Competition 2024	Note/consider	Verbal report from Mrs Davey
20.17	9. Working Groups		
	9.1 Portal Woodlands Conservation Group – progress on new storage	Note/consider	N/A
	9.2 The establishment of a 'Parish Working Group'	Consider	N/A
20.40	10. Martlesham Climate Action (MCA)		
	10.1 MCA - Any items pertinent to R&AC – Terms of Reference and biodiversity work	Consider	CR4, CP
20.45	11. Trees		
	11.1 Planting of trees for the King's Coronation – suitable locations suggestions	Note/Consider	N/A
	11.2 Tree Warden Report: Summary for APM 2024	Note	CP
20.49	12. Rights of Way		
	12.1 Rights of Way Survey results	Note/consider	CP
20.54	13. Litter picking		
	13.1 To review the Parish Council's system of litter picking	Consider	N/A
20.59	14. Finance		
	14.1 Payments for approval	Agree	CP to follow
	14.2 Income & Expenditure report	Note	CP to follow
21.03	Items for noting	Ref.	
	15. Sites		
	15.1 Martlesham Common LNR update	CR5	
21.04	16. Working Groups		
	16.1 Recreation Ground & Kronjis Piece Steering Group update	Nothing to report.	
	16.2 Community Orchard Working Group meeting update	Any update?	
	16.3 Green Infrastructure Local Cluster meeting 14.02.24	CP - minutes	
21.09	17. Amenities		
	17.1 McCarthy Stone public car park transfer	Any update?	
21.11	18. Rights of Way		
	18.1 King Charles III England Coast Path	Any update?	
21.12	19. Outdoor Playing Space Fund		
	19.1 Outdoor Playing Space fund – bike trail improvements	Application to be submitted.	
21.13	20. Working with volunteers		
	20.1 Development of policies & procedures	Ongoing.	
21.14	21. Annual Review		
	21.1 Annual Review March 2024	CP to follow	
21.16	22. Social media and newsletter items (May)		
	22.1 List items	N/A	
21.18	23. Items for consideration at the next R&AC meeting		
	23.1 List items	N/A	