



# Martlesham Parish Council

Parish Room  
Felixstowe Road  
Martlesham  
Woodbridge  
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley  
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11.05.2023

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 17<sup>th</sup> MAY 2023** at 7.30pm.

**To note that Covid-19 is still circulating so please act cautiously and be mindful of the concerns of others. 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.**

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

*Diane E 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	<b>1. Apologies</b>	Note	Not applicable (N/A)
19.31	<b>2. Any declarations of disclosable pecuniary or local non-pecuniary interests</b>	Register interests	N/A
19.32	<b>3. Actions from last Meeting</b>	Ongoing or on agenda. Note	N/A
19.33	<b>4. PUBLIC FORUM</b>		
	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?
	<b>Items for consideration</b>		
19.43	<b>5. Playground inspections and risk assessments</b>		
	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
19.45	<b>6. Sites</b>		
	6.1 Jubilee Playspace - Hastoe development at Black Tiles Lane – bid for Local Project CIL?	Consider	CR1
19.55	<b>7. Working Groups</b>		
	7.1 Martlesham Climate Action - Request for the Repair Hub to become independent of the PC	Consider	CR2
20.05	<b>The next item to be taken in camera</b>		
	7.2 Portal Woodlands Conservation Group - storage of materials suggestions	Consider	CPs CONFIDENTIAL
20.15	<b>8. Outdoor Playing Space Fund</b>		
	8.1 Outdoor Playing Space fund (£12k available) possible projects report	Note/Consider	CP

20.25	<b>9. Trees</b>		
	9.1 Coronation of His Majesty The King - Coronation trees and installation of plaque event	Note/Consider	CR3
	9.2 Tree Warden Report: April/May 2023 including recommendation to remove dead wood in a field maple enabling more light for a black poplar.	Note & Consider recommendation	CP
20.45	<b>10. East Suffolk Council initiative</b>		
	10.1 Bulb scheme for 2023	Consider planting locations	CP
20.50	<b>11. Finance</b>		
	11.1 Pending expenditure	Agree	CP to follow
	11.2 Income & Expenditure report	Note	CP to follow
20.54	<b>Items for noting</b>	<b>Ref.</b>	
	<b>12. Sites</b>		
	12.1 Jubilee Playspace – Forest School Area – report of felled tree by Martlesham Primary Academy	Any update?	
	12.2 Recreation Ground and Kronjis Piece – Martlesham in Bloom event with Suffolk Wildlife Trust - 'Wild for Wildlife' on 21.06.23 10.30am – 12 noon	CPs Risk Assessment & poster	
	12.3 Recreation Ground – work on gas pipes under river Fynn update	Verbal report	
	12.4 Martlesham Common Local Nature Reserve	Any update?	
	12.5 Community Orchard Working Group meeting 02.05.23	CP – minutes, if available	
21.02	<b>13. Working Groups</b>		
	13.1 Recreation Ground & Kronjis Piece Steering Group meeting 02.05.23	CP – draft notes, if available	
	13.2 Recreation Ground & Kronjis Piece Steering Group – Sensory Area and Features Project draft 'concept plan' for area by car park & changes to grass management update	Verbal report	
	13.3 Portal Woodlands Conservation Group (PWCG) meeting 04.05.20	CPs – minutes first circulated with May PC agenda 04.05.23	
	13.4 Wildflower Project Working Group meeting 24.05.23	N/A	
21.09	<b>14. Martlesham Climate Action (MCA)</b>		
	14.1 MCA – Any items pertinent to R&AC	N/A	
21.10	<b>15. Trees</b>		
	15.1 Expert Tree Survey by Ipswich Borough Council 2023	Annual tree survey 2023 started on 10.05.23	
	15.2 Water supply for trees – any update?	N/A	
21.13	<b>16. Amenities</b>		
	16.1 McCarthy Stone car park transfer - Car park management plan update	Verbal report from Jane Hall	
	16.2 Request for dog waste bin at the bike trails	Any update?	
21.18	<b>17. Rights of Way</b>		
	17.1 Footpath Survey – any update?	Any update?	
	17.2 Coastal Path – any update?	Any update?	
21.22	<b>18. Working with volunteers</b>		
	18.1 Development of policies & procedures	Ongoing.	
21.23	<b>19. Annual Review</b>		
	19.1 Annual Review May 2023	CP to follow	
21.25	<b>20. Martlesham Wilds – a Suffolk Wildlife Trust reserve</b>		
	20.1 Any update?	N/A	
21.27	<b>21. Social media and newsletter items (July)</b>		
	21.1 List items	N/A	
21.28	<b>22. Items for consideration at the next R&amp;AC meeting</b>		
	22.1 List items	N/A	