



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley
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03.05.2024

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 8th MAY 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. To appoint a Chairman for this meeting only	Appoint Chairman	Not applicable (N/A)
19.32	2. Apologies	Note	N/A
19.33	3. Any declarations of disclosable pecuniary or local non-pecuniary interests	Register interests	N/A
19.34	4. Actions from last Meeting	Ongoing or on agenda. Note	N/A
19.35	5. PUBLIC FORUM		
	5.1 To allow members of the public to address business on the agenda	Note/Consider	Any issues?
	5.2 Any issues raised by the public	Note/include on another agenda?	Any issues?
19.45	Items for consideration		
	6. Land Maintenance Contract March 2022 – April 2025		
	6.1 Preparation for new Land Maintenance Contract after April 2025	Consider	CR1
19.50	7. Playground inspections and risk assessments		
	7.1 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
	7.2 Playground inspection training for volunteer inspectors	Note/consider	CR2
20.00	8. Sites		
	8.1 Jubilee Playspace – renewal of Martlesham Primary Academy Lease expiry date 20.02.25	Note/consider	CR3
	8.2 Felixstowe Road Site – new signage	Consider	CR4
	8.3 Recreation Ground – request for facilities for children 5 years and over	Consider	CR5
	8.4 Harry Higgins Play Park – quote for resurfacing in front of the 3 play boards and base of slide.	Consider	CP- quote
20.20	9. Sensory Area project		
	9.1 Progression of Sensory Area Project – next steps	Consider	CR6

20.25	10. Biodiversity			
	10.1 Biodiversity Enhancement and Accessibility in Martlesham (BEAM)- Application for District CIL and any update?	Note/consider	CP for information. Additional information to follow.	
	10.2 Proceed with Council Biodiversity Action Plan and Biodiversity Policy	Agree	CP	
	10.3 NALC biodiversity webinar 24.04.24 https://brecks.org/bfer/resources/bringing-back-nature-biodiversity-for-parishes/	Note	CP - See link	
	10.4 Leave proposed £90 refund from Green Infrastructure Workshop held on 30th August 2023 to support joint project area working party?	Consider	CP	
20.38	11. Wildlife Friendly Garden Competition 2024			
	11.1 Changes to the Wildlife Friendly Garden Competition 2024	Agree	CR7	
20.43	12. Working Groups			
	12.1 Portal Woodlands Conservation Group (PWCG) – progress on new storage	Note/consider	CR8	
20.48	13. Martlesham Climate Action (MCA)			
	13.1 MCA - Any items pertinent to R&AC?	Consider	N/A	
20.49	14. Amenities			
	14.1 McCarthy Stone public car park transfer update and future management	Note/consider	Information to follow	
20.54	15. Trees			
	15.1 Management of mature birch trees along border with Hastoe development and new hedging proposal	Consider	CR9	
	15.2 Request to apply for a SCC licence to plant 2 or 3 trees on verge outside no6 Carol Avenue	Consider	CR10	
	15.3 Tree Warden Report: April/May 2024	Note	CP	
21.00	16. Rights of Way			
	16.1 Hundred mile walking event May 2025	Note/consider	CR11	
21.02	17. Litter picking			
	17.1 To review the Parish Council's system of litter picking	Any update?	N/A	
21.04	18. Finance			
	18.1 Payments for approval	Agree	CP to follow	
	18.2 Income & Expenditure report	Note	CP to follow	
	Items for noting	Ref.		
21.08	19. Sites			
	19.1 Martlesham Common LNR any update?	N/A		
	19.2 Jubilee Playspace – Hastoe development update - sourcing water & electricity supplies and access	Ongoing.		
	19.3 Kronjis Piece – Fitness training sessions reduced to one day (Tuesday) a week	CR12		
	20. Working Groups			
	20.1 Recreation Ground & Kronjis Piece Steering Group update	Nothing to report.		
	20.2 Community Orchard Working Group meeting update	Nothing to report.		
	20.3 Green Infrastructure Local Cluster 14.02.24	CP		
	21. Trees			
	21.1 Planting of trees for the King's Coronation	Ongoing.		
	22. Rights of Way			
	22.1 King Charles III England Coast Path any update?	N/A		
	23. Outdoor Playing Space Fund			
	23.1 Outdoor Playing Space fund – bike trail	Application to be submitted.		

	improvements	
24. Working with volunteers		
	24.1 Development of policies & procedures	Ongoing.
25. Annual Review		
	25.1 Annual Review May 2024	CP to follow
26. Social media and newsletter items (June)		
	26.1 List items	N/A
21.28	27. Items for consideration at the next R&AC meeting	
	27.1 List items	N/A