



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB

Clerk: Mrs Diane Linsley
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05.07.2024

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 10th JULY 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, N/A is Not applicable

Time	Item	Action by committee	Ref
19.30	1. To appoint a Chairman for this meeting only	Appoint Chairman	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 – Review of specifications proposal	Agree	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 to follow
19.52	8. Sites		
	8.1 Jubilee Playspace – renewal of Martlesham Primary Academy Lease expiry date 20.02.25	Consider	CR2, CPs
	8.2 Jubilee Playspace – request for an additional bench within the play area	Consider	CR3
	8.3 Centenary Playspace – quote for replacement spinning bowl	Consider	CR4, CP
	8.4 Felixstowe Road Site – new signage update	Consider	Report from Mr Staines
20.05	9. Runway Heritage Carpark (RHC)		

	9.1 Maintenance of the RHC	Consider	N/A
	9.2 Request to create a pedestrian access through the timber barrier/knee rail opposite the doctor's surgery without compromising the integrity of the hydroplanters	Consider	CR5, CP
	9.3 Car park enforcement proposal from Landbridge	Consider	CR6, CP
20.40	10. Biodiversity		
	10.1 The Deben Estuary Plan 2024 Recreation and Leisure - completion of questionnaire	Consider	CR7, CP
20.43	11. Grass cutting		
	11.1 Grass and ground maintenance in Martlesham parish proposal	Consider	CP by Mr Parsons
	11.2 Supporting MHHL to cut grass on SCC Highways	Consider	CR8, CP
20.58	12. Black Tiles underpass		
	12.1 Request to remove a build-up of leaves in Black Tiles underpass from District Cllr Packard	Consider	CR9
21.03	13. Working Groups		
	13.1 Portal Woodlands Conservation Group (PWCG) – progress on new storage	Note/consider	Information to follow
21.06	14. Trees		
	14.1 Management of mature birch trees along border with Hastoe development quotation	Consider	CR10
	14.2 Planting of trees for the King's Coronation	Consider	N/A
	14.3 Tree Warden Report: July/August 2024	Note	CP to follow
21.11	15. Rights of Way		
	15.1 Hundred mile walking event May 2025	Note/consider	CR11
21.13	16. Finance		
	16.1 Payments for approval	Agree	CP to follow
	16.2 Income & Expenditure report	Note	CP to follow
21.16	Items for noting	Ref.	
	17. Sites		
	17.1 Martlesham Common LNR any update?	N/A	
	17.2 Jubilee Playspace – Hastoe development update - sourcing water & electricity supplies and access	Ongoing.	
	17.3 Recreation Ground – installation of junior football goal posts	Ongoing. Site meeting to be confirmed.	
	18. Sensory Area project		
	18.1 Progression of Sensory Area Project	Ongoing.	
	19. Biodiversity		
	19.1 Biodiversity Enhancement and Accessibility in Martlesham (BEAM)- Application for District CIL	On hold. CR12	
	19.2 Proceed with Council Biodiversity Action Plan and Biodiversity Policy	Ongoing	
	19.3 County Wildlife Site Network	CR13	
	20. Wildlife Friendly Garden Competition 2024		
	20.1 Wildlife Friendly Garden Competition 2024 update?	Nothing to report.	
	21. Working Groups		
	21.1 Recreation Ground & Kronjis Piece Steering Group update	Nothing to report.	
	21.2 Community Orchard Working Group meeting update	Nothing to report.	
	21.3 Green Infrastructure Workshop update	Report from Mrs Hall to follow	
	22. Rights of Way		
	22.1 King Charles III England Coast Path any update?	N/A	

	22.2 EA3 footpath closures	CP to follow
	23. S106 fund	
	23.1 Bike trail & petanque improvements	Ongoing.
	24. Litter picking	
	24.1 To review the Parish Council's system of litter picking any update?	N/A
	25. Working with volunteers	
	25.1 Development of policies & procedures	Ongoing.
	26. Annual Review	
	26.1 Annual Review May 2024	CP to follow
	27. Social media and newsletter items (August)	
	27.1 List items	N/A
	28. Items for consideration at the next R&AC meeting	
	28.1 List items	N/A