

**MINUTES OF THE MEETING OF THE RECREATION & AMENITIES COMMITTEE OF
MARTLESHAM PARISH COUNCIL HELD ON 10th JULY 2024**

Present: Mr M Irwin (ex officio) (Chairman for the meeting), Mr R Staines (Committee), Mr E Thompson (Committee), Mrs J Hall (Committee), Mr D Parsons (Councillor).

There were no members of public present.

In attendance: Mrs D Linsley (Clerk), Mr L Linsley (Council Officer)

1. To appoint a Chairman for this meeting only

It was agreed that Mr M Irwin would chair the meeting in the absence of Mr I O'Brien Baker.

Agreed.

2. Apologies: Mr L Burrows, Mr I O'Brien Baker, Mrs H Davey.

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

Ongoing or on the agenda.

4. PUBLIC FORUM

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

There was no business on the agenda raised by the public.

5.2 Any issues raised by the public

Mr Parsons raised the issue of a section of the Trim Trail by Gorseland School that has become hazardous. This area of land is managed by Martlesham Heath Householders Ltd (MHHL).

DECISION: R2024/7a: To ask MHHL for more details of the section of the Trim Trail by Gorseland School that is in need of repair. **Agreed.**

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

DECISION: R2024/7b: That the clerk and council officer review the land maintenance contract specification before the new contract starts in April 2025. **Agreed.**

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

DECISION R2024/7c: 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.**

8. Sites

8.1 Jubilee Play space – renewal of Martlesham Primary Academy Lease expiry date 20.02.2

DECISION R2024/7d: To ask Martlesham Primary Academy to clarify if they are asking the PC for financial assistance for a new fence and inform them that the PC is unwilling to commit to dealing with the subject of the fencing without dealing with the lease first and strongly urges Martlesham Primary Academy to focus on the lease as a priority. **Agreed.**

8.2 Jubilee Playspace – request for an additional bench within the play area

DECISION R2024/7e: To install a new bench in the Jubilee Play Space. **Agreed.**

8.3 Centenary Playspace – quote for replacement spinning bowl

DECISION R2024/7f: To replace the spinning bowl at the Centenary Playspace at the cost of £650 + VAT, delivery at £68 and the cost of installation. **Agreed.**

8.4 Felixstowe Road Site – new signage update

Mr Staines read his report on new signage for the Felixstowe Road site. The committee thanked Mr Staines for his valuable report. The Committee will come back to Mr Staines when progress has been made on improvements to the site.

9. **Runway Heritage Carpark (RHC)**

9.1 Maintenance of the RHC

There was a discussion.

DECISION R2024/7g: The maintenance of the Runway Heritage Car Park to be added to the Land Maintenance Contract including the watering of plants. **Agreed.**

It was noted that an electrician should be contacted to see the best method of long-term maintenance for the low-level lighting. **Agreed.**

It was noted that there should be regular inspection of the Runway Heritage Carpark by a volunteer to ensure upkeep. **Agreed.**

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 hydro planters

DECISION R2024/7h: To monitor the situation regarding the knee rail opposite the doctors' surgery to see if damage occurs to the storm drain/hydro planters. **Agreed.**

It was noted that the Council may wish to approach the doctors' surgery to display a poster to discourage people from walking over the hydro planters in the future.

9.3 Car park enforcement proposal from Landbridge

There was a discussion.

DECISION R2024/7i: To respond to the carpark enforcement proposal from Landbridge as follows.

Comments regarding Landbridge carparks

- Any scheme to restrict overnight parking
- 3 hours free parking for users of local facilities e.g. users of the pavilion
- Parking bays need to be marked out properly
- Spaces made available for blue badge holders and electric vehicles

Comments regarding Runway Heritage Car Park

The PC would like to continue its discussions with Landbridge about the implementation of the scheme and joining it but would like to see how the scheme operates in practise and its effects on the local area before committing to new parking arrangements.

Agreed.

10. **Biodiversity**

10.1 The Deben Estuary Plan 2024 Recreation and Leisure - completion of questionnaire

The Committee thanked Mrs Hall for completing the questionnaire and agreed that it could be submitted. **Agreed.**

11. **Grass cutting**

11.1 Grass and ground maintenance in Martlesham parish proposal

Mr Parsons to investigate what can be done to improve grass cutting in Martlesham. **Agreed.**

11.2 Supporting MHHL to cut grass on SCC Highways

Martlesham Parish Council are happy to consider any proposals from MHHL but require more detail before moving forward. **Agreed.**

12. **Black Tiles underpass**

12.1 Request to remove a build-up of leaves in Black Tiles underpass from District Cllr Packard

DECISION R2024/7j: The clerk will write to Suffolk County Council informing them that the Parish Council has made a one-off decision to remove a build-up of leaves and vegetation in the Black

This item to be added to the September Parish Council Meeting.

13.1 Portal Woodlands Conservation Group (PWCG) – progress on new storage
Noted.

14.1 Management of mature birch trees along border with Hastoe development quotation

It was noted that the tree wardens will provide hedging plants between the cut Silver Birch and Sweet Chestnut trees along the border with the Hastoe development.

Noted.

Noted.

15.1 Hundred mile walking event May 2025

DECISION R2024/71: The Parish Council will offer help or advice where it is needed. **Agreed.**

16.1 Payments for approval CP filed in the office together with the minutes.

DECISION R2024/3m: To approve the following payments:

[illegible]

Agreed.

17. Sites

17.1 Martlesham Common LNR any update? Noted.

17.2 Jubilee Playspace – Hastoe development update - sourcing water & electricity supplies and access Ongoing. Noted.

17.3 Recreation Ground – installation of junior football goal posts	Ongoing.
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Site meeting to be confirmed.

18. Sensory Area project

18.1 Progression of Sensory Area Project Ongoing. Noted.

19. Biodiversity

19.1 Biodiversity Enhancement and Accessibility in Martlesham (BEAM)- Application for District CIL
On hold. Noted.

19.2 Proceed with Council Biodiversity Action Plan and Biodiversity Policy Ongoing. Noted.

19.3 County Wildlife Site Network CR13 Noted.

20. Wildlife Friendly Garden Competition 2024

20.1 Wildlife Friendly Garden Competition 2024 update? Nothing to report. Noted.

21. Working Groups

21.1 Recreation Ground & Kronjis Piece Steering Group update Nothing to report. Noted.

21.2 Community Orchard Working Group meeting update Nothing to report. Noted.

21.3 Green Infrastructure Workshop update

It was noted that Mrs Hall is to represent the PC at the Green Infrastructure Workshop.

22. Rights of Way

22.1 King Charles III England Coast Path any update?

Mrs Hall reported that the Secretary of State had approved the section of the King Charles III England Coast Path through Martlesham. The route should be open in spring 2025.

This item to be taken off future R&AC agendas. **Agreed.**

22.2 EA3 footpath closures CP filed in the office together with the minutes. Noted.

23. S106 fund

23.1 Bike trail & pétanque improvements Ongoing. Noted.

24. Litter picking

24.1 To review the Parish Council's system of litter picking any update? Noted.

25. Working with volunteers

25.1 Development of policies & procedures Ongoing.

26. Annual Review

26.1 Annual Review July 2024 CP filed in the office together with the minutes. Noted.

27. Social media and newsletter items (August)

27.1 No items listed.

28. Items for consideration at the next R&AC meeting

28.1 No items listed

The meeting was ended at 9:49 pm.

Chairman, September 4th 2024

July 2024