



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB
Clerk: Mrs Lisa Burgess
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4th September 2026

Dear Councillors

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at PARISH ROOM on **WEDNESDAY 9th September 2026** at 7.30pm.

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

A hearing loop is available in the Parish Room. Please inform the Clerk if you would like it to be switched on.

L S Burgess

Lisa Burgess
Clerk/RFO

CP is council paper; **CR** is Clerk's report; **N/A** is Not Applicable

7:30pm

1. Apologies - Note/accept absence – Cllr Geeson, Cllr Galbraith & Cllr Whitby

2. Any declarations of disclosable pecuniary or local non-pecuniary interests Register interests

7:35pm

3. Actions from last meeting Ongoing or on the agenda

4. PUBLIC FORUM

4.1 Reports from District Councillors Note/any issues raised by the public/consider

4.2 Reports from County Councillors Note/any issues raised

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

4.4 Any issues raised by the public

8:00pm

5.0 Financial Matters – details on financial documents to follow

5.1 Payments pending between meetings (**CP**)

5.2 Payments made between meetings (**CP**)

5.3 To Consider Financial Matters (**CP**)

8:15pm

6.0 Clerk's Report: Record of decisions made by the Clerk between meetings, as required by the openness of Local Government Bodies Regulations 2014

6.1 Combined Report – Agree/Ratify **(CP)**

6.2 Install Bat boxes at Community Hall – No Update.

8.20pm

7.0 Play Spaces

7.1 Diamond Jubilee Bike Trails – Update **(CR)**

7.2 Harry Higgins Play Space – Replacement of missing swing seat belt/new seat – Any update **(CR)**

7.3 Centenary Play Space – Rocking Platform Handle – Any update **(CR)**

7.4 Centenary Play Space – Urgent Repairs – Any update **(CP)**

7.5 Centenary Play Space – Pole Spinner Replacement Quotes – Consider/Agree **(CP)**

7.6 Recreation Ground Play Area – Surfacing Quotes – Consider/Agree **(CP)**

7.7 Trim Trail – Surfacing – Update/Consider **(CP)**

7.8 Harry Higgins Play Space – Surfacing Quotes – Consider/Agree **(CP)**

7.9 Centenary & Harry Higgins Play Area – Litter Picking – Consider/Agree **(CR & CP)**

8.0 Car Parks

8.1 Community Hall Car Park Disabled Spaces – Any update **(CR & CP)**

8.2 Runway Heritage Car Park – Footpath to GP Surgery - Consider **(CP)**

8.3 Community Hall & Parish Rooms Car Park – Learner Drivers – Consider/Agree **(CR)**

8.4 Community Hall & Parish Room Car Park – CCTV – Consider/Agree **(CP)**

8.45pm

9.0 Projects & Proposals

9.1 Nature for us all at the Recreation Ground – Any updates.

9.2 Recreation Ground and Kronji's Piece - Pedestrian Access – Any updates **(CR)**

9.3 Recreation Ground and Kronji's Piece - Resurfacing Car Park – Any update **(CR)**

9.4 Recreation Ground and Kronji's Piece - Accessible Walk – Any update **(CR)**

9.5 Recreation Ground and Kronji's Piece - Repurposing of the Pétanque Piste – Any updates **(CR)**

9.6 Walk Farm Woods Car Park Update – Any updates **(CR)**

9.00pm

10.0 ITEMS FOR CONSIDERATION

10.1 Land Maintenance – Contract - Any updates **(CP)**

10.2 Forest School Request – Consider/Agree **(CP)**

10.3 Bus Stop Shelters – Valiant Road Quote – Consider/Agree **(CP)**

11.0 Trees

11.1 Tree Warden Report – Any update **(CR & CP)**

11.2 Trees requiring attention Mr Wickens – Any update **(CR & CP)**

11.3 Arboriculture Survey – Any update **(CP)**

11.4 New Tree Planting Conditions on Developments – Any update **(CP)**

11.5 Community Orchard – Condition of Trees – Consider/Agree **(CP)**

- 11.6 Oak Tree on the Common – Quote from Eastwoods – Consider/Agree **(CP)**
- 11.7 Willow Tree, Recreation Ground – Quote from Eastwoods – Consider/Agree **(CP)**
- 11.8 Memorial Tree for Roger Bryant – Replacement – Consider/Agree **(CP)**
- 11.9 Recreation Ground – Fallen Tree by the River Fynn – Consider/Agree **(CP)**

12.0 Items for Noting

- 12.1 Any Items for Noting – update

9:15pm

13.0 TO CONSIDER REPORTS FROM WORKING GROUPS

- 13.1 Recreation Ground & Kronji's Piece Steering Group – Any update **(CR)**
- 13.2 Community Orchard Working Group – Any update
- 13.3 Greenways Project - Update of the work on the common carried out by James Baker – Update **(CR)**
- 13.4 Portal Woodlands Conservation Group – Any update
- 13.5 Litter Working Group – Any update

9:25pm

14.0 Social media and newsletter items (September/October)

15.0 Items for consideration at the next R&AC meeting

- 15.1 List items.