



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB
Clerk: Mrs Lisa Burgess
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9th January 2026

Dear Councillors

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at PARISH ROOM on **WEDNESDAY 14th January 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. To appoint a chairperson for this meeting only - Appoint Chair, N/A

2. Apologies - Note/accept absence, not applicable (N/A)

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

7:35pm

4. Actions from last meeting Ongoing or on the agenda

5. PUBLIC FORUM

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

5.2 Reports from County Councillors Note/any issues raised

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

5.4 Any issues raised by the public

7:45pm

6.0 Financial Matters – details on financial documents to follow

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

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

8:00pm

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

7.1 Combined Report – Agree/Ratify (CP)

7.2 Install Bat boxes at Community Hall – Pending Arboricultural Survey – Update (CR)

7.3 Arboriculture Survey – Update on the progress of the survey from Ipswich Borough Council – Update (CR)

7.4 Using our play spaces for inspections with SALC - Note (CR)

8.0 Play Spaces and Sites

8.1 Diamond Jubilee Bike Trails – Planning & Funding Update (CR)

8.2 Walk Farm Woods Car Park Update - Update (CR)

8.3 Harry Higgins Play Space – Replacement of missing Swing Seat Belt – Consider/Agree (CP)

8.4 Disabled Parking in the Community Hall Car Park – Consider (CR)

9.0 Projects & Proposal

9.1 Nature for us all at the Recreation Ground – Update (CP)

9.2 Pedestrian Access to the Recreation Ground – Planning – Note (CP)

9.3 Repurposing of the Pétanque Piste – Update & Email (CR)

9.4 QR Codes for Litter Bins – Update (CP)

10.0 ITEMS FOR CONSIDERATION

10.1 Updated SID Risk Assessment – Consider/Agree (CP)

10.2 Land Maintenance Contract Timetable for the review of the current contract – Update to note

11.0 Trees

11.1 Tree Warden Report – Verbal Update.

11.2 MPC Memorial/Commemorative Tree's & Seat Policy – Consider/Agree (CP)

11.3 Trees requiring attention at Community Hall entrance – Update (CP)

12.0 Items for Noting

12.1 Any Items for Noting – N/A

9:00pm

13.0 TO CONSIDER REPORTS FROM WORKING GROUPS

13.1 Recreation Ground & Kronji's Piece Steering Group update – Next meeting to be arranged.

13.2 Greenways Project - Update of the work on the common carried out by James Baker – Update to note.

13.3 Update from the working group of the Litter Action Plan – Next meeting to be arranged.

13.4 Martlesham Climate Action – Update (CP)

13.5 Biodiversity Working Group – Next meeting to be arranged.

9:15pm

14. Social media and newsletter items (March/April)

14.1 List items N/A

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

15.1 List items N/A