



Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB
Clerk: Mrs Lisa Burgess
Telephone: 01473 612632
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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