



# Martlesham Parish Council

Parish Room  
Felixstowe Road  
Martlesham  
Woodbridge  
Suffolk IP12 4PB

Telephone: 01473 612632  
Email: [enquiries@martleshamcouncil.org.uk](mailto:enquiries@martleshamcouncil.org.uk)  
Website: <https://www.martleshamparishcouncil.org.uk/>

07.03.2025

Dear Councillor

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at **PARISH ROOM** on **WEDNESDAY 12<sup>th</sup> MARCH 2025** 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.

*Lisa Burgess*

Lisa Burgess, Clerk to Martlesham Parish Council

## AGENDA

CP is committee paper, N/A is Not applicable

Time	Item	Action by committee	Ref
19.30	<b>1. To appoint a Chairman for this meeting only</b>	Appoint Chairman	N/A
19.32	<b>2. Apologies</b>	Note	N/A
19.33	<b>3. Any declarations of disclosable pecuniary or local non-pecuniary interests</b>	Register interests	N/A
19.34	<b>4. Actions from last Meeting</b>	Ongoing or on agenda. Note	N/A
19.35	<b>5. PUBLIC FORUM</b>		
	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	<b>Items for consideration</b>		
19.50	<b>6. Playground inspections and risk assessments</b>		
	6.1 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
19.52	<b>7. Sites</b>		
	7.1 Runway Heritage Car Park Bike Rack Damage Update	Update	
	7.2 Runway Heritage Carpark Enforcement	Consider	
	7.3 Runway Heritage Carpark Electric Car Spaces Signage - Update	Consider	CP
	7.4 Runway Heritage Carpark There are several dead plants and shrubs. Do these need to be replaced and should a 'gardening approach' be adopted for the flower beds	Consider	CP

	7.5 Bike Park – Update and Consider Quotes	Consider	CP
	<b>8. Works</b>		
	8.1 Fly Tipping in Old Martlesham	Discuss	
	8.2 Shared cycle/pedestrian footway by Gorselands School Cutting Back	Consider – See photos	
20.05	<b>9. Finance</b>		
	9.1 Pending expenditure	Agree	CP
	9.2 Payments for approval	Agree	CP
20.43	<b>10. Working Groups</b>		
	10.1 Portal Woodlands Working Group Update	Note/consider	CP
	<b>11. Trees</b>		
21.03	11.1 Tree Warden Report: March 2025	Consider	CP
21.11	<b>Items for noting</b>		
	<b>12. West Deben Green Cluster Meeting</b>		
	12.1 Feedback from the West Deben Green Cluster interparish biodiversity group – Proposal to plant a 'shady way' spanning two/ three parishes	To Note	
21.16	<b>13. Events</b>		
	13.1 Martlesham Wilds Talk	To Note	
	<b>14. Biodiversity</b>		
	14.1 Proceed with Council Biodiversity Action Plan and Biodiversity Policy to note	Ongoing/ To Note	
	<b>15. Working Groups</b>		
	15.1 Recreation Ground & Kronjis Piece Steering Group update Nothing to report.	Anything to report?	
	15.2 Martlesham Climate Action	Anything to report?	
	<b>16. Social media and newsletter items (February/March)</b>		
	16.1 List items		
	<b>17. Items for consideration at the next R&amp;AC meeting</b>		
	16.1 List items		