



# Martlesham Parish Council

Parish Room  
Felixstowe Road  
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Suffolk IP12 4PB  
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6th March 2026

Dear Councillors

You are hereby summoned to a meeting of the RECREATION & AMENITIES COMMITTEE which will be held at PARISH ROOM on **WEDNESDAY 11<sup>th</sup> March 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

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

7:30pm

- 1. Apologies** - Note/accept absence, not applicable (N/A)
- 2. Any declarations of disclosable pecuniary or local non-pecuniary interests** Register interests
- 3. Minutes** Approve Minutes from the Recreation & Amenities Meeting 14/01/26 – Approve (CP)

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 – No Update **(N/A)**
- 7.3 Arboriculture Survey – Update on the progress of the survey from Ipswich Borough Council – No Update **(CR)**
- 7.4 Using our play spaces for inspections with SALC - Update **(CR)**

## **8.0 Play Spaces and Sites**

- 8.1 Diamond Jubilee Bike Trails – Update **(CR)**
- 8.2 Jubilee Play Space – Replacement of broken Litter bin – Consider/Agree **(CP)**
- 8.3 Walk Farm Woods Car Park Update – Any updates **(CR)**
- 8.4 Harry Higgins Play Space – Replacement of missing Swing Seat Belt – Update/Consider **(CP)**
- 8.5 Disabled Parking in the Community Hall Car Park – Update **(CR)**
- 8.6 Centenary Play Space – Quote for Urgent Repairs – Consider/Agree **(CP)**
- 8.7 Annual Inspection Reports – Update/Consider **(CP)**
- 8.8 Recreation Ground – Any updates

## **9.0 Projects & Proposal**

- 9.1 Nature for us all at the Recreation Ground – Quotes for Trees – Consider/Agree **(CP)**
- 9.2 Nature for us all at the Recreation Ground – Add Holly Bushes to planting – Consider/Agree **(CR)**
- 9.3 Pedestrian Access to the Recreation Ground – Any updates **(CR)**
- 9.4 Repurposing of the Pétanque Piste – Any Updates **(CR)**
- 9.5 QR Codes for Litter Bins – Update **(CP)**
- 9.6 Litter Action Plan Working Group – Keep Britain Tidy Campaign – Consider/Agree **(CP)**

## **10.0 ITEMS FOR CONSIDERATION**

- 10.2 Land Maintenance Contract – Any updates **(CR)**

## **11.0 Trees**

- 11.1 Tree Warden Report – John Burges Update **(CP)**
- 11.2 Trees requiring attention at Community Hall entrance – Quotes for work **(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 – Any update?
- 13.2 Greenways Project - Update of the work on the common carried out by James Baker – Update **(CR)**
- 13.3 Update from the working group of the Litter Action Plan – Any Update?
- 13.4 Martlesham Climate Action – Update **(CP)**
- 13.5 Biodiversity Working Group – Terms of Reference, Vision Statement & Minutes – Consider/Agree **(CP)**

9:15pm

**14. Social media and newsletter items (April/May)**

14.1 List items: QR Code Project

14.2 Neighbourhood Watch

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

15.1 List items.