Martlesham Parish Council

Parish Room
Felixstowe Road
Martlesham
Woodbridge
Suffolk IP12 4PB
Clerk: Mrs Lisa Burgess
Telephone: 01473 612632
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6th November 2026

Dear Councillors

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

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
4.3 To allow members of the public to address business on the agenda
4.4 Any issues raised by the public

7:45pm

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)**

8:00pm

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 – Install **(CR)**

7.0 Play Spaces

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

7.2 Harry Higgins play space – Replacement of accessible swing seat quotes – Consider/Agree **(CP)**

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

7.4 Harry Higgins play space – Surfacing quotes – Consider/Agree **(CP)**

8.0 Car Parks

8.1 Community Hall & Parish Room car park – CCTV – Consider/Agree **(CP)**

8.2 Electric vehicle charging points at Runway Heritage car park **(CP)**

8.3 Community Hall car park – Repairs needed **(CR)**

8.15pm

9.0 Projects & Proposals

9.1 Nature for us all – Trees and bushes – Consider/Agree **(CP)**

9.2 Recreation Ground & Kronji's Piece - Pedestrian Access; Consider/Agree **(CR)**

9.3 Recreation Ground & Kronji's Piece entrance & car park – Resurfacing **(CR)**

9.4 Recreation Ground & Kronji's Piece – Repurposing of the Petanque Piste – Update **(CR)**

10.0 Items for Consideration

10.1 Repairs at the Community Orchard – Quotes from SCL Landscapes – Consider/Agree **(CP)**

10.2 Litter bin proposal – Consider/Agree **(CP)**

10.3 Participation in Keep Britain Tidy – The Great British Spring Clean – Consider/Agree **(CP)**

8.30pm

11.0 Trees

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

11.2 Trees requiring attention Mr Wickens – Revised quotation from Eastwood – Consider/Agree **(CP)**

11.3 Trees requiring attention at the Community Hall – Quotation – Consider/Agree **(CP)**

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

11.5 New tree planting conditions on developments – Any update **(CP)**

11.6 Memorial Tree for Roger Bryant – Quotations – Consider/Agree **(CP)**

12.0 Items for Noting

12.1 Any Items for Noting – update

8:45pm

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 **(CP)**
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 (**CR)**
13.5 Litter Working Group – Any update **(CP)**

9:00pm

14.0 The next item to be taken in camera. To consider excluding the public and press for the next items as their presence would be prejudicial to the public interest due to the confidential nature of the matter to be discussed (Public Bodies [Admission to Meetings Act]1960)

14.1 Land Maintenance Contract – Opening of tenders and recommendation to Parish Council **(CP)**

9:25pm
15.0 Social media and website items (November/December)

16.0 Items for consideration at the next R&AC meeting
16.1 List items.