

## DRAFT Notes

### Northstowe Phase 1 Open Space Management & Maintenance Steering Group Meeting

1 June 2023

Teams Meeting - Time: 10:00 am

#### Attendees

- (EB) Ellen Bridges, SCDC – Communications and Communities (Chair)
- (MS) Mihaela Stan, SCDC – Communications and Communities
- (LM) Luke Mills, Greater Cambridge Shared Planning
- (IS) Cllr Ioana Sovago, Northstowe Town Council
- (AWy) Cllr Andrew Wycherley, Longstanton Parish Council
- (SC) Steven Carlaw, Anglian Water

#### Apologies

- (MN) Mark Nokkert, Clerk, Northstowe Town Council
- (SF) Stuart Field, L&Q Estates
- (MM) Cllr Majdi Mgaidia, Northstowe Town Council
- (PL) Cllr Paul Littlemore, Mayor Northstowe Town Council
- (LH) Lee Hillam, SCDC - Principal Operations Manager, Environment Operations
- (AS) Adam Shaw, Anglian Water

TC= town council PC=parish council LPA=Local Planning Authority AW = Anglian Water

	Notes	Action
1.0	<b>Apologies received.</b>	
2.0	<b>Minutes and Actions of Previous Meetings</b>	
2.1	Notes of previous meeting with comments were agreed.	
3.0	<b>Matters arising not picked up in later agenda items</b> <ul style="list-style-type: none"><li>- Escrow Like Account: All payments have now been received. <b>Outstanding action: EB to create a spreadsheet detailing any expenses made.</b></li></ul>	EB
4.0	<b>Greenbelt update</b>	
4.1	General Update <ul style="list-style-type: none"><li>- <b>Outstanding Action: MN to confirm if happy with dog signage</b></li><li>- H4 contract is now agreed and out for signing. Once H4 is completed Vistry keen to progress the contract for H5/6 before tackling the Linden H12 site. H9 is now progressing. Greenbelt have also asked Greenbelt if they could take on the two private parking courts. Clarification regarding H9 on whether they can take on the communal parking areas.</li></ul>	MN/RW

	<p>Greenbelt have priced taking on the street lights and hard area but if no rights of access Greenbelt won't be able to manage it.</p> <ul style="list-style-type: none"> <li>- Greenbelt has noticed graffiti starting to spread, a bench has been vandalised and 4 trees have also been vandalised. Greenbelt reviewing the bench and the trees will be taken out and replaced.</li> <li>- Another extended dry spell. EB asked RW what Greenbelt's plan is giving dry summers could become a regular occurrence. RW stated potentially they will bring a water bowser on site and also ensuring bark mulch is used to keep as much moisture in as possible.</li> <li>- MS asked when will the water pump in LEAP 2 will be open as residents have asked. RW stated the pump got damaged by the frost so new parts have been ordered. RW hopes it will be back in action soon. Will keep SCDC updated so MS can update residents</li> </ul>	
<b>5.0</b>	<b>Western Park</b>	
5.1	<p>Sports Pavilion (Strictly Confidential)</p> <ul style="list-style-type: none"> <li>- At the last meeting EB updated the group that SCDC will be procuring for an operator to run the pavilion and are drawing the spec together. As a result of this the spec will include information such as already agreed activities such as ParkPlay.</li> <li>- SCDC will have a service agreement with the operator and in addition a Management Board will be set up which will have representation from SCDC, Northstowe Town, Northstowe Sport and Wellbeing Group (NSW) and Longstanton Bowls Club. With NTC and NSW on the Management Board they will be able to represent the community. EB also stated sports clubs and groups using Western Park would be encouraged to join NSW so they can share their thoughts through NSW and as a result NSW can pass feedback onto the Management Board. EB stated she has approached the bootcamp provider operating from Western Park to understand what sessions they are currently operating so any potential operator is already aware of the activities which take place.</li> </ul>	
5.1	<p>Container</p> <ul style="list-style-type: none"> <li>- <b>Outstanding Action: NTC reps to provide thoughts regarding purchasing container</b> (Background information: EB has received a quote for the container and to install the concrete base corners required. Total cost £4493. Hope to secure 75% funding from Football Foundation. Outstanding balance would be £1,123.25. EB asked the group if they would support the Open Space contribution cover. Those who attended the meeting were in support of the contribution and a sensible option.</li> </ul>	
5.3	<p>Bowls Green</p> <ul style="list-style-type: none"> <li>- <b>Outstanding Action re. bowls gate: SS stated it could be possible but needs looking into and would also need to get a quote.</b></li> </ul>	SS

	<ul style="list-style-type: none"> <li>- Longstanton Bowls Club have also received a revised quote for the larger mower they require if they operate from Western Park (£9,995.00. Previous quote was £9,645.00 an increase of £350). EB asked members thoughts on using the Open Space Management and Maintenance contribution for this. AWy stated it would be a chunky investment and for NTC members to give their thoughts. <b>Action: L&amp;Q &amp; NTC members to provide their thoughts</b></li> </ul>	NTC
5.4	<p>3G</p> <ul style="list-style-type: none"> <li>- They have been reports on social media of young people accessing the 3G through a hole in the fence. This has been shared with Greenbelt who were going to review. <b>Action: RW to update on any actions taken.</b></li> <li>- IS also enquired who should residents contact if residents see this behaviour taking place. RW confirmed the Customer Service number should be used <a href="mailto:customercare@greenbelt.co.uk">customercare@greenbelt.co.uk</a> or call 0800 028 1749</li> </ul>	RW
5.5	<p>Pitches</p> <ul style="list-style-type: none"> <li>- EB updated the group that SCDC are aware of the large cracks within Western Park. Cambourne Town Council have offered their services via NTC to come out to the site. Tom Hulme at Greenbelt was also going investigate. <b>Action: RW to follow up with TH. EB to report at the next meeting</b></li> </ul>	EB/TH
5.6	<p>Dog</p> <ul style="list-style-type: none"> <li>- At the last meeting AWy raised dogs on sports pitches and would it be possible for there to be designated dog area on the area behind the Western Sports Pitches which is destined to be further sports pitches (expansion to Western Park) in the future. MS and EB raised this at a meeting with HE and they have responded to state that they are looking at meanwhile and would consider this: <b>MS to follow up with HE.</b></li> </ul>	MS
6.0	<p>Homes England</p> <ul style="list-style-type: none"> <li>- Although not the remit of Phase 1 Open Space Steering Group following the mention of HE AW asked about HE attending the Phase 1 meetings and EB explained apologies were received for the May meeting. <b>Action: EB to follow up with HE.</b></li> <li>- AWy also asked regarding Wilson Bridleway as LPC were not informed of any works taking place and had no communication from HE. LM updated the group that as part of the Phase 2 application there was a condition to improve the bridlepath between Wilson's Road Longstanton and the South Access Road West and this condition was approved. S/2011/14/COND59. <b>Action: EB to follow up with HE.</b></li> <li>- LM also updated that the Phase 2 Open Space Strategy is overdue.</li> </ul>	EB  EB
7.0	<p>L&amp;Q update on works</p> <ul style="list-style-type: none"> <li>- Neither SS or SF were in attendance.</li> <li>- However, there was a discussion regarding roads and management and maintenance during construction.</li> </ul>	

- LM confirmed each development parcel has a Construction Environment Management Plan and provided planning references in the below table.

Parcel	Approval reference
Site-wide (L&Q Estates)	S/0845/14/DC
	S/0761/15/DC (earth works)
	S/2580/14/DC (B1050 works)
	S/2546/14/DC (first phase primary roads)
H1	S/2307/16/DC
H2	S/0335/17/DC
H3	S/1314/17/DC
H4	S/1357/18/DC
H5	S/3405/18/RM
H6	S/3405/18/RM
H7	S/1475/18/RM
H8	S/1355/19/RM
H9	S/2907/19/RM
H10	S/0045/19/RM
H11	S/1620/17/RM
H12	S/3016/16/RM
H13	S/0065/20/COND3

- Action: MS to liaise with housebuilders regarding contacts which can be shared with residents so there is a clear point of contact and MS will share this with NTC.
- If there is a breach of the Management Plan LM can then follow up with the respective house builder.

MS

**8.0 Phase 1 Lake**

- SC attended the meeting for Anglian Water (AW) SC noted that at the previous meeting there was a discussion regarding the informal footpaths which are being made. SC stated that you will always have them and even if some become formal you will never be able to totally remove the informal path. AW have no objection for making the footpaths more permanent, but their funding is purely for management and maintenance.
- IS enquired about activities allowed in the Phase 1 lake as swimming occurs and most recent a child was seen spotted in a flotation device and parents were unaware that this activity was not permitted. SC doing a site visit 2 June to look at where additional signage could go and where signs with AW contact details could go to. SC stated it is very difficult to police though. The lake though is essentially a balancing pond though and not for water activities. **Action: SC to share some wording which MS can share on social media to help raise awareness amongst residents.**
- EB enquired how often will AW do site visits in case. SC state there are arrange of tasks required to be carried out including monthly/quarterly annual tasks but there will be a full walk around of the site at least once a month. Action: SC will also share AW emergency number in case there is an action which needs

SC/MS

EB/LM/AW

	<p>emergency assistance if not SC and his colleague Adam Shaw will be able to assist.</p> <ul style="list-style-type: none"> <li>- EB also updated there was going to be an information board which Communities colleagues have provided information for. EB to liaise with LM and Anglian Water on this.</li> <li>- MS also raised that there is bench which has been reported on social media as being vandalised. SC will look at this on his site visit. Update: 5 June SC has confirmed this bench has indeed been vandalised, unfortunately someone has forcibly broken one of the large slats from its fixings. SC has removed the slat to stop anyone throwing it in the lake and has engaged with a contractor to repair asap.</li> <li>- SC also confirmed the dog waste bin which was missed on the path from Stirling Road leading to the Phase 1 lake is now within AW's contractors plan.</li> <li>- SC did state that their need access to some bollards but will pick this up with L&amp;Q separately.</li> </ul>	SC
<b>9.0</b>	<p><b>Hatton Road Ponds</b></p> <ul style="list-style-type: none"> <li>- AWy thanked L&amp;Q for erecting the harris fencing along the Southern Pond.</li> <li>- Comments back from LLFA and LPC and NTC have been consulted. Decision deadline is 16 June and due to LM on leave LPC and NTC can submit comments until 12 June.</li> <li>- There was a discussion regarding the B1050 cycle way. If this NMA is approved this will be a sufficient obstacle removed but some further work is still required. Amendments to the edge of the landscaping of Hatton Road Ponds and the grading of the land to be considered. CCC waiting on NMA to be resolved first.</li> <li>- Regarding the management of the area Greenbelt haven't had any further conversations with L&amp;Q although at the outset they were going to take them on however they have been removed from the plan so they would need reinstating, and this would also need to be communicated carefully with residents.</li> </ul>	
<b>10.0</b>	<p><b>Kingfisher Pond</b></p> <ul style="list-style-type: none"> <li>- PL has unfortunately been unable to progress this recently however is planning to liaise with MM. <b>Outstanding Action: PL to liaise with MM on this topic.</b></li> </ul>	PL/MM
<b>11.0</b>	<b>Cycle and footpath connections, incl.</b>	
11.1	<ul style="list-style-type: none"> <li>- Bus stops have been marked out so have the future cycle lanes</li> <li>- The temporary dolly signs are also in position</li> </ul>	
<b>11.0</b>	<p><b>Community bookings</b></p> <ul style="list-style-type: none"> <li>- Parkplay touched on earlier in the meeting but an initial agreement with Greenbelt will be required until the sport pitches transfer has taken place.</li> </ul>	

	<ul style="list-style-type: none"><li>- Football: SCDC have been working with a local football coach who has been running sessions at NSC but keen to run some activities on Western Park. Greenbelt happy for sessions to take place if insurance/risk assessment and a description of the activities is provided. There is likely to be a very small charge.</li></ul>	
<b>13.0</b>	Next meeting: Thursday 29 June	

DRAFT