

Northstowe Phase 1 Open Space Management & Maintenance

Steering Group Meeting

25 June 2024

Teams Meeting - Time: 1pm

Attendees

- (EC) Ellen Cox – SCDC (chair)
- (LM) Luke Mills, Greater Cambridge Shared Planning
- (AWy) Cllr Andrew Wycherley, Longstanton Parish Council
- (LH) Lee Heykoop, Homes England
- (TP) Tam Parry, Cambridgeshire County Council
- (MS) Mihaela Stan, SCDC (minutes)
- (SS) Stephen Sage, L&Q Estates
- (RW) Robin Waddell, Greenbelt
- (IS) Cllr Ioana Sovago, Northstowe Town Council

Apologies

- (LH) Lee Hillam, SCDC - Principal Operations Manager, Environment Operations
- (MN) Mark Nokkert, Clerk, Northstowe Town Council
- (NW) Niki Wagstaff, Homes England

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

	Notes	Action
1.0	Apologies received.	
2.0	Minutes and Actions of Previous Meetings	
2.1	Notes of previous meeting were agreed.	
3.0	Matters arising not picked up in later agenda items	
3.1	Hatton Road Cycle Way <ul style="list-style-type: none">- TP updated that a meeting took place between CCC and L&Q.- TP will continue to keep the group updated	
3.2	Noticeboard <ul style="list-style-type: none">- Greenbelt chasing contractor for a replacement key.	
4.0	Escrow Like Account <p>SCDC looking to utilise the account for the following works. EC has already sought L&Qs thoughts who are support utilising the funds.</p> <ul style="list-style-type: none">- Installation of 2 feeder pillars and new MPANs for Western Park – this includes electrician costs and ground works (concrete base).	

	<p>EC explained that currently there is one feeder pillar for the 4G/MUGA/Street lights and Bowls green irrigation tank. There is a need to separate these. No comments received from the group.</p> <ul style="list-style-type: none"> - Installation of additional paving for bowls green - Some additional paving needs to be installed for easy access for the maintenance equipment. - AWy stated the Bowls Club have received quite a bit of help already, what will happen when other sports clubs come along and need help. EC stated the support the club has received is to assist with the maintenance of the ground rather than support for the club itself. - LM agreed that there should be some kind of agreed guideline on how the money should be spent: emerging themes, ideas which could be ran past other colleagues at SCDC and CCC - Action EC and LM to look into this. - Cutting of Western Park sports pitches - One last cut will be necessary before the pitches are transferred to Elite Sports who will maintain them going forward. No comments from the group. - New sockets required on parcel 6 - The sockets within the floor electrical boxes which the food trucks use have been water damaged. This is because of the lids not shutting properly letting water in. - The new sockets to be installed will be waterproof. - No comments from the group. 	EC
5.0	Maintenance and Management Update – Greenbelt	
5.1	<ul style="list-style-type: none"> - Have received quote for the clearance of reedmace, thinning of trees and installation of bird boxes. Estimate doesn't include installing depth gauge and interpretation board and the ecological consultant's time still needs to be added along with Greenbelt's own overhead costs to oversee these works over a three-year period. - Chasing Brookfield to reseed drainage channels at Western Park although not the right time at the moment. - Southern Greenway has been adopted. Small areas of replanting required which L&Q will carry out next season. - Question submitted by the TC: 'We are interested in learning about the progress of the maintenance transfer from the developers and if any assistance can be made to expedite the process. We are interested on knowing if the planning service have any leverage with the developers to get the areas maintained, which in turn would encourage them to hand them over.' 	

	<ul style="list-style-type: none"> - LM advised that trees that die within a certain period of time need to be replaced. Northstowe has the management and maintenance strategy which stipulates that the developer needs to maintain until it is transferred to the management company. - RW stated some areas are being slow to hand over so any assistance from Local Planning Authority would be helpful. - Action: LM to follow up on the relevant part of the strategy and liaise with RW. - LM also clarified covering the costs for the replanting following reviewing the planning condition. Once an area has been transferred to Greenbelt, the necessary tree replacements will be completed by the management company using funds from the service charge. - LH stated Homes England are keen to explore tree planting failure and what is causing it. Action: LH will arrange a meeting with RW. - LM advised that a Phase 2 Management and Maintenance Strategy is overdue. Action: LH to follow up with colleagues. EC will share the Management and Maintenance Strategy with LH. - Greenbelt are planning to attend September forum. - EC requested that the breakdown of the bills are brought to this meeting before the forum. - Greenbelt will arrange a walkabout with MN from the TC. - Action: RW to send his report ahead of the next meeting as will not be able to attend. 	<p style="text-align: right;">LM</p> <p style="text-align: right;">EC</p> <p style="text-align: right;">RW</p>
6.0	Western Park	
6.1	<ul style="list-style-type: none"> - Sports Pavilion Update – reseeding will be covered by the escrow account and it should be removed from the expenditure on Greenbelt’s report. - The bar is installed, and the TV screens are showing the Euros - Grass pitches – reseeding will have to take place, but teams are eager to start using them for the new season. 	
7.0	L&Q Update on Works	
7.1	<ul style="list-style-type: none"> - Southern Greenway and LEAP 3 were handed over to Greenbelt on 1 June, replanting which has been identified will take place during the planting season. - Remedial works still need to take place on LEAP 4 but hope to open it before the summer holidays. - An additional piece of equipment will be installed at LEAP 2, and then should receive completion certificate from LM. - EC enquired about the process for fixing the broken street lights. SS stated some were switched off from the electric 	

	<p>board, others have expired and will need replacing. SS waiting for a quote from their contractor.</p> <ul style="list-style-type: none"> - L&Q now looking at their finishing works programme for Phase 1 will take place over 30-40 weeks. Hope to start this later this year. - Action: SS to share information with EC/MS so SCDC can keep residents informed. - EC suggested it would be worth L&Q attending a forum either September or December depending when there is a definitive plan to the works. - SS stepping back from Northstowe and another colleague will pick up the finishing works but SS will be in touch offline with EC to advise further 	SS
7.2	<p>Hatton Road Ponds</p> <ul style="list-style-type: none"> - SS stated all planting is complete, just the steel bar gates to be installed. - AWy enquired about the standard for the fencing as animals are running across the road, hitting the fence, and running back into the road where they get hit by cars. - SS confirmed this was the standard and indeed it was about 1m to 1.5m. - SS informed that there is damage from a motorcross bike around the pond, but it will be salvageable. Fencing is going in this week so hopefully this will stop them accessing this area. - LM asked who's likely to take on the areas around the pond. - SS advised that the plan will be for Greenbelt to take over and discussions have been had as it is part of the agreement. - Action: RW to add the ponds back onto Greenbelt's plan so residents are aware of this already. 	
8.0	Community bookings – no new requests	
9.0	AOBs	
9.1	<ul style="list-style-type: none"> - Bike Shelter – licence agreement coming to an end and a new provider will take over. - Action: EC to check who the bike shelter contract is with and liaise with L&Q/Greenbelt 	EC
9.2	<ul style="list-style-type: none"> - EC received correspondence from residents in H2 about a couple of trees that have died but Greenbelt advised they haven't been adopted. - RW informed that residents will have received a parcel specific plan to identify who these trees belong to. - Action: EC will discuss this outside this meeting with RW 	EC and RW

10.0	Next meeting: 23 July <ul style="list-style-type: none">- All agreed that Tuesdays work well for this meeting and the 4th Tuesday of the month was agreed upon.	
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