

**Northstowe Phase 1 Open Space Management & Maintenance  
Steering Group Meeting  
30 September 2021  
Teams Meeting - Time: 10:00 am**

Tam Parry (CCC), Stuart Field and Stephen Sage (L&Q), Paul Littlemore and Mark Nokkert (Northstowe Town Council), Andrew Thompson (Greater Cambs Shared Planning); Andrew Wycherley (Longstanton Parish Council); Robin Wardell (Green Belt).

**MINUTES**

	COMMENTS	ACTIONS
1	<p>1.1 Welcome and introductions Apologies: Lee Hillam; Cllr Richard Owen, Northstowe TC; Cllr Dan de la Mare-Lyon (sub from Longstanton PC attending, Cllr Wycherly); Clare Gibbons; Mike Huntingdon; Anglian Water</p> <p>1.2 Group Admin</p> <p>SF Raised the issue of understanding who is in the group and who/what they represent.</p> <p>AT - So far members had been invited to support actions on the agenda (e.g. Lee Hillam – Drainage to Hatton Roads, CMAT – management experience of open space and facilities). Ongoing membership would be reviewed as needed.</p> <p>1.3 Chair and Minute taking for the group would for the time being lie with SCDC Sustainable Communities Team but in the future may pass on to others – e.g. Northstowe Town Council</p>	<p>NOTED</p> <p>All</p> <p>All</p>
2	2.1 Minutes of August meeting agreed – actions to be discussed as part of the agenda.	All
3	3.1 Discussion – issues of confidentiality were raised and the need for the group to be able to discuss openly issues without being shared without permission. It was agreed that minutes and notes would be managed accordingly. If appropriate, confidential items would be highlighted and discussed/minuted separately.	All
4	4.1 Matters arising not picked up in later agenda items Table tennis tables – licence agreement has been drafted and approved by L&Q. Prior to SCDC signing EB/SS to do a final site visit and spray the area so the installers know exactly where the tables are to be installed.	EB/SS
5	5.1 Maintenance and Management Update – Greenbelt	

	<p>RW – Meeting held on site last week with L&amp;Q (w/c 23 September 2021) to look through landscaping and the minor remedial works to be carried out.</p> <p>Pioneer Park, Local Square and Western Park – end of October for management transfer to Green Belt.</p> <p>Western Park – some issues around the Kingfisher Pond – pulling back of vegetation to occur.</p> <p>MUGA – to be completed (lined) and opened by the end of October 3G pitch to be kept closed – evidence of unauthorised use. Discussion with the town council as to use and opening.</p> <p>Pre-billing meeting with residents to occur Tuesday 5/10/21 at Northstowe Secondary School – letters sent out 29/9/21. Greenbelt also to be at the Forum on 13/10/21,</p> <p>Questions and responses to update 5.2 NM - Northstowe Town Council have shared on web and social media the meeting details.</p> <p>5.3 MN – Town Council have been approached with regard to use of 3G pitch. EB – CMAT have a booking system and discussions need to take place about certification, lighting and use. EB to discuss with MN and Town Council and facilitate discussions. Needs lining, goals, etc. SS – Maintenance and use of synthetic pitch in particular needs to be discussed.</p> <p>5.4 PL – Will there be posts, flags, etc be delivered on western park? SS – Yes they will be delivered but need to be discussed as to how these would be looked after and stored. EB – We need an interim solution to this.</p> <p>5.6 AT – raised the issue of Sports Pavilion construction and bowls green and potential disruption during construction. Sports Pavilion on Committee for 10 November 2021. EB noted that there has been interest in bowls from Longstanton as to arranging matches.</p>	<p>ALL</p> <p>NOTED</p> <p>EB, MN, SS, SF</p> <p>SS, EB, MN</p> <p>ALL</p>
6	<p>6.1 L&amp;Q Update on works Water Park, Northern Greenway and LEAP 1 open. LEAP 2 – had to be re-seeded. Target end of October to open. Lighting throughout Waterpark due to be completed next week (w/c 4 October). 3 Turn rafts installed – hopefully attract Turns and wildlife next spring. Table tennis hope to install by end of October 2021</p>	<p>Noted</p>

	<p>Questions and responses</p> <p>6.2 MN – LEAP2 play equipment – is this operational? – SS - to be available once open</p> <p>6.3 MN – remedial work to small area of hardstanding needed – SS – to discuss</p> <p>6.4 PL – Northern greenway – small area of land needs attention (by Barratts H2) and area around LEAP 1 – need to be discussed. SS – to look at and advise.</p> <p>6.5 NM – end of the path by Linden/Bovis – small area where the grass and landscaping has not well established. SS – being reseeded.</p> <p>6.6. AT – “cement” issue – dealt with and response issued by PL.</p>	<p>Noted</p> <p>SS/NM</p> <p>SS/PL</p> <p>SS/MN</p> <p>Noted</p>
7	<p>7.1 Escrow account/Maintenance Contribution</p> <p>SCDC and L&amp;Q to action and work to clarify outstanding matters. Funds for the allotment work will be required in the next month.</p>	AT/SS
8	<p>8.1 Kingfisher Pond</p> <p>PL and Richard Owen met with Mike Huntington on site to discuss Council's Action Plan and investigation which is reported to be positive. Mike has also liaised with Mukesh Ladwa at L&amp;Q</p> <p>8.2 PL - Action Plan should be clear as to actions and who is doing what.</p> <p>8.3 SF – L&amp;Q have appointed their own independent hydrologist to consider the HRW Report</p>	<p>Noted</p> <p>MH</p> <p>Noted</p>
9	<p>Hattons Road Ponds including cycle route</p> <p>9.1 No progress to report since last meeting. TP reported - Assuming budget considerations are agreed - cycleway looking to be in construction Spring 2022</p> <p>9.2 TP –to report to Longstanton PC (cc in Northstowe TC Clerk) on cycleway and timings</p> <p>9.3 AT to ask Lee Hillam to report update to Longstanton PC on drainage matters. Northstowe TC to be cc'd also.</p>	<p>Noted</p> <p>TP</p> <p>AT/LH</p>
10	<p>Cycle and footpath connections, inc:</p> <p>10.1 Temporary path to P&amp;R (maintenance and lighting) – no updates to be reported. TP to chase the team and update the group. Particular concern on lighting given this was first raised nearly 2 years ago as an issue.</p>	TP

	<p>10.2 Permanent pedestrian and cycling connection to P&amp;R</p> <p>10.3 Surfacing of the busway crossing to Rampton - updating on the finalisation of smooth surfacing and other planned works for the bridleway from the busway crossing to Rampton up to Stirling Road is also relevant to the discussion, due to its direct links with the Phase 1 path network. TP to review</p> <p>10.4 Phase 2 issues to be reported to Homes England and response requested. TP – to update on works and timing and chase Homes England.</p>	<p>TP</p> <p>TP</p> <p>TP</p>
11	11.1 Allotment and Orchard Land. Work to rectify drainage has begun.	Noted
12	12.1 Water Park (and Greenways) – no further update other than what has been reported above. Carp in the water park were noted.	Noted
13	Community bookings — an additional request has been received. This is noted.	Noted
14	Dog walking – No issues to report – remove from Agenda and pick up in AOB if other matters arise.	ALL
15	<p>AOB</p> <p>15.1 Car club – proposal being developed jointly between Northstowe HNT and Smart Journeys (Prajina Baisyet, Travel plan coordinator) need space for one or two cars, but where best to locate them. They will be hybrid. (NB some hybrids are self charging), Questions to consider when will the EV charging points installed by L&amp;Q at the Green as planned and bike stations Question as to where to put a couple of these bike fix stations? They are bolted to the ground.</p> <p>15.2 Issue with regard to disabled accesses and temporary ramps. AT to liaise with SS/SF and send details through separately.</p> <p>15.3 Meeting date to be set up. Possibly first Thursday in November 2021</p> <p>Meeting ended 12.14</p>	<p>SS and EB to liaise</p> <p>AT/SS/SF</p> <p>EB/CG</p>