

DRAFT Notes

Northstowe Phase 1 Open Space Management & Maintenance Steering Group Meeting

4 November , 2021

Teams Meeting - Time: 10:00 am

Attendees

- (CG) Clare Gibbons, SCDC – Sustainable Communities (**CHAIR and drafting notes**)
- (EB) Ellen Bridges, SCDC – Sustainable Communities
- (LH) Lee Hillam, Principal Operations Manager (Awarded Water Courses/Environment Ops) SCDC
- (SF) Stuart Field, L&Q Estates
- (SS) Stephen Sage, L&Q Estates
- (PL) Cllr Paul Littlemore, Deputy Mayor, Northstowe Town Council
- (MN) Mark Nokkert, Town Clerk, Northstowe Town Council
- (TP) Tam Parry, Northstowe Transport Planner, Cambridgeshire County Council
- (DdML) Dan delaMare-Lyon, Longstanton Parish Council
- (AW) Andrew Wycherley, Longstanton Parish Council
- (MD) Mlambo Douglas, Anglian Water

Apologies:

- (ML) Mukesh Ladwa, L&Q Estates (Group Development Director)
- (AT) Andrew Thompson, Greater Cambridge Shared Planning Service
- (RW) Robin Waddell, Greenbelt
- (RO) Cllr Richard Owen, Mayor, Northstowe Town Council

TC= town council PC=parish council LPA=Local Planning Authority

	Notes	Action
1.0	Introductions	
2.0	Minutes and Actions of Previous Meetings	
2.1	Notes of previous meeting were agreed and the following matters arising/actions discussed as given below.	All note
2.2	Table Tennis Tables: EB reported that EB and SS had met on site and marked out the area for the table tennis tables. The current shows the red square as 18.15m away from the path but due to where the drain is located the red square will need to be 20.5m away from the path. The group agreed for the plan to be amended and for the table tennis tables to be installed. EB reiterated that the contractor will be informed that it is essential the table tennis tables, including the rubber matting are installed within the red square. Action: EB and SS to liaise re. Licence agreement and EB to check availability re. installation	EB/SS
2.3	Hatton Roads Ponds: LH, RO, PL and Cllr Brian Milnes met on site.	

	<p>25 October 2021 L&Q issued SCDC a 20 day notice to give SCDC first refusal. Formal response is due 19 November but likely that SCDC will refuse all 3 works. SCDC are liaising with legal and plan to meet with L&Q before 19 November. L&Q need to give first refusal and then will look at alternative options.</p> <p>Longstanton Parish Council may still wish to take on the 3rd works but if SCDC to refuse the 1st and 2nd works this may affect this.</p> <p>Action: Work through the s106 process</p>	LH/SF/SS
2.4	<p>Kingfisher Pond:</p> <p>No further updates since the last meeting.</p> <p>Action: PL to liaise with Mike Huntingdon</p>	PL
2.5	<p>Car Club:</p> <p>SS confirmed the EV charging ducting is in but still need to resolve who is to instal it, who manages it and who collects the revenue. There is no trigger point in the s106.</p> <p>There is one single EV point for 2 parking bays. The charging point may need to be located within the area which has been transferred to SCDC. Prajina Baisyet (PB) of Smart Journeys is looking at sourcing a provider for the car club.</p> <p>Bike Repair</p> <p>PB has asked the TC to consider taking on the ownership of the bike repair stand. The Town Council is considering this although it seems it would require monthly maintenance, which as owner they would need to consider. CG stated maintenance would likely be light touch.</p>	
2.6	<p>Temporary Ramps</p> <p>SS confirmed that the new ramps have been installed and CG updated the group that SCDC had received feedback on how much the ramps had improved the residents' ability to navigate around Northstowe.</p>	Noted
3.0	<p>Waterpark</p> <p>AW have managed to finalise the s104 infrastructure agreement re. drainage including the waterpark. This has been issued to L&Q and just waiting for the solicitors from L&Q to sign it off.</p>	SS/SF
4.0	<p>Greenbelt update</p>	
4.1	<p>RW was unable to attend the meeting however SS confirmed that Western Park, Pioneer Park and the local sqaure had been transferred to Greenbelt from the 1 Nov. However, Greenbelt will not be taking on the 3G or bowling green since they do not want to be asking for a contribution towards maintenance if the residents cannot use them. Greenbelt will be taking on the formal MUGA. This will be lined in the next couple of weeks and will then be left unlocked for the community to use.</p> <p>SS stated the conversations still need to be had regarding the bowling green given how expensive it is to maintain.</p> <p>CG asked how much the maintenance charge is likely to increase when Greenbelt to take on the 3G and bowling green. SS was unable to comment</p>	

	<p>but MN commented that following the resident meetings Greenbelt would review the charges each year but given the increase in new residents when Greenbelt do eventually take on the 3G and bowling green hopefully this would offset the increase in cost.</p> <p>Action: Raise at the next meeting for Greenbelt to clarify.</p>	RW
5.0	L&Q update on works	
5.1	<p>L&Q continue to manage the Waterpark and Northern Greenway. LEAP 2 grass is growing well. Hope to open the LEAP by the end of Nov but the water will need turned off and the system drained before winter sets in, so questioned whether it would be worth turning on as this is fast approaching. MN/PL felt it should be turned on and SS agreed to this.</p> <p>MN/PL asked if the ROSPA inspections could be shared with the TC in case residents request these. Action: SS to share with MN/PL</p>	SS
6.0	Allotments	
6.1	<p>Remedial drainage</p> <p>EB updated the group that the drainage works had been completed and shared the “as built” plan of the drainage with the group which will now be shared on SCDC’s website.</p> <p>The drainage has been very effective for the allotment plots however following the heavy rain a couple of weeks ago there was standing water on the path and hardstanding area. The water did recede on the path but there continues to be some standing water on the hardstanding area near the pedestrian gate. SS suggested to cross fall the hard standing area to help the water run-off into the drains.</p> <p>EB informed the group of the full costs associated with the drainage works including soil investigations, trial holes and planning advice. Action: EB to share with the group the full break down of the costs and L&Q to review ahead of the next meeting.</p> <p>Setting up the Escrow like account is progressing well with our finance team so at next month’s meeting it is hoped the account will be in place to receive the contribution and so be available for invoicing.</p>	EB/SS/SF
6.2	<p>Bollards</p> <p>MN stated that residents had raised concerns following the recent fly tipping and worries re unwanted parking or possible encampment on the site. MN understood conversations around installing bollards had previously been discussed.</p> <p>EB confirmed that conversations had previously been had with the NHA and SCDC’s insurance team. Both NHA and SCDC’s insurers have concerns over people being locked in accidentally or allotment owners being put in difficult positions if someone followed them once the bollard is unlocked.</p>	

	<p>TP suggested with PROW colleagues could look at the access and possibly suggest some alternative method. Action: TP to pass details to EB and EB to follow-up</p> <p>EB confirmed that once the Sports Pavilion is built the plot holders will be able to access the allotments via the vehicle access at the Pavilion end of the site and then a gate/bollard could be installed at the entrance of the bridleway.</p>	EB/TP
7	Open Spaces and Waterlogging	
7.1	<p>PL and MN had shared images of waterlogging with SS prior to the meeting.</p> <p>North of the DW Homes there are two low spots. The one closest to the allotment does drain, but the other spot does not - SS stated that the earthworks at this second location were designed for a swale. This area was not connected to the soakaways back to the sand and gravels, but this could still be done, although not the right time to do this work now.</p> <p>SS confirmed that the area near where the table tennis tables will be located should not be waterlogged as there is a drain. Action: SS to look into this.</p> <p>PL also stated there are paths within the waterpark which also flood.</p> <p>There was a lengthy conversation regarding the overflow drain from Kingfisher Pond, which is moving sluggishly – LH believes this to be a Riparian Drain, whilst the drain into which it connects, which bounds the Western Park, is an awarded water course. Action: LH look into the issue and report back at next meeting rather than meet with PL and SS separately prior to the steering group meeting. Action: LH to arrange a meeting with SS/PL before the next meeting.</p> <p>Action: PL to share a list of areas which the TC would like to see address, footpaths/amenity areas and SS to summarise each area on how they could be resolved.</p>	<p>SS</p> <p>LH</p> <p>PL/SS</p>
8	Cycle connections	
8.1	<p>Temporary Path to P&R</p> <p>CCC are currently getting costs from other contractors for the construction of the bus link road between phase 1 and Longstanton park and ride.</p> <p>MN asked what the maintenance plan was for the temporary path. The area had been cut the day before the Community Forum but would like to ensure there is a regular maintenance programme. PL asked that the area should not be cut just based on resident's requests.</p> <p>Action: EB to follow-up this up with colleagues who have been liaising with Campbell Ross-Bain.</p>	EB

8.2	<p>Permanent Pedestrian and cycling connection to Waterpark</p> <p>Designs being prepared for the footway link between the waterpark and Longstanton park and ride.</p>	TP
8.3	<p>Surfacing of the Busway crossing to Rampton.</p> <p>Designs being prepared for improvement to lighting of the crossing. Ongoing. Works also are planned to improve the surfacing on the approach to both sides of the busway.</p>	TP
8.4	<p>Homes England Waterpark Connection</p> <p>TP asked HE if they were putting a connection to join the two waterparks as there is a gap in the hedgerow, but they have said they will not be doing so and SS confirmed they have no plans to add a connection here as the gradients are very steep.</p> <p>TP to also speak with HE regarding the link between the two pumping stations to find out when this will be constructed.</p>	TP
9	Waterpark and General ASB	
9.1	<p>EB informed group that a lifebuoy had been removed from the Waterpark but this has now been replaced. EB also informed group there are a couple of spares in the Community Wing should the TC be notified of lifebuoys going missing in the future. As well as the missing lifebuoy there has been other ASB including graffiti on the waterpark sign. SS stated the sign in the Waterpark with graffiti is being taken down 11th November.</p> <p>DdLM informed the group that in Over the lifebuoy is kept in a locked box. If a resident needs the life kit they can call a number and they will be provided with the code to unlock the box. It makes it slightly longer to obtain the lifebuoy but means that the lifebuoy cannot go missing.</p> <p>PL reminded group to ensure residents are being asked to report any ASB to give the police the full picture.</p> <p>PL is hoping to arrange for the local PSCO to attend a Town Council meeting.</p>	PL
10	Community Bookings	
	No update	
11	AOB	
11.1	Greenway – MN had left the meeting so add to next month’s agenda.	
12	Next meeting – 2 December at 10am on Teams – should be in diaries already. CG to circulate draft minutes for comment.	Action CG/ All note