

Northstowe Phase 1 Open Space Management & Maintenance

Steering Group Meeting

27 August 2024

Teams Meeting - Time: 12pm

Attendees

- (EC) Ellen Cox, SCDC
- (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
- (AL) Adam Lewis, Greenbelt
- (SS) Stephen Sage, Urban and Civic
- (RW) Robin Waddell, Greenbelt

Apologies

- (MS) Mihaela Stan, SCDC
- (JH) Joe Harper, Elite Sports
- (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	
4.0	Escrow Like Account <ul style="list-style-type: none">- EC shared the guidance document EC and LM have created. Group felt that it would be a useful document to use when discussing future expenditure from the Escrow like account- AWy enquired about the sign off on any expenditure. EC/LM clarified SCDC and Urban and Civic (formally L&Q) are required to sign off any expenditure. EC will bring any expenditure to the Steering Group meeting for awareness and discussion.-	EC

5.0	Maintenance and Management Update – Greenbelt	
5.1	<ul style="list-style-type: none"> - RW stated the dog bins had now been emptied and they should be emptied once a week. Greenbelt are using SCDC as their contractor except the new bins acquired on the Southern Greenway as SCDC have not accepted these. - There has been a request from a resident to relocate a bin which is outside their property and regularly used. Greenbelt are also considering relocating some of the under-utilised bins to where there are bins which are regular used. A formal amendment would need to be submitted to planning. Action: Tom Hulme to plot the information on a map. 	TH
5.2	<p>Non-routine expenditure:</p> <ul style="list-style-type: none"> - Tom Hulme has done a rough audit and has identified 100 standard trees which will need replacing as well as a significant amount of shrub replanting. Action: Tom is planning to meet with NTC to show where this replanted is required. - There has been some recent vandalism within Pioneer Park and still trying to fix the locking mechanism for the noticeboard on The Green. - This spring Tom Hulme planted tulips within The Green. Greenbelt keen to understand if residents would like further bulbs to be planted and if so where? EC stated that the bulbs were well received and heard positive comments about them. Action: EC suggested Tom speaks to NTC. 	
5.3	<p>Bills:</p> <ul style="list-style-type: none"> - Greenbelt keen to have an estimate prior to the Community Forum. Greenbelt bill in advance of the year so need to pre-empt what will be coming forward which makes it more difficult. - Already know that Hatton Road Ponds will be added this coming billing year. - Greenbelt are also trying to obtain the details of the occupants from the house builders but this is always a challenge. RW chasing this information. - RW has also asked for the Customer Care Manager to pull together a report so Robin can see what enquiries have been received. 	
5.4	<p>Kingfisher Pond</p> <ul style="list-style-type: none"> - RW, Greenbelt are working on the best timings for the works. They will look to monitor the water levels and provide a record 	

	<p>ahead of each meeting. AWy updated RW that the LEGG group have a monthly picture record.</p> <ul style="list-style-type: none"> - AWy stated that the costs associated with the works were not discussed at the last Open Space meeting. When the report was reviewed the group discussed that there were some items that were required and some such as the bat and bird boxes which may not be required. - RW to go through the report and populate the recommendations received alongside the costs Greenbelt has received. In some of these cases the costs may need to be broken down as they cover more than one recommendation in the report. RW to share this information in advance of the next meeting so the Steering group can then consider what works should be approved at the September meeting. - SS asked what happens if there is disagreement. LM stated ultimately the two organisations required to sign off expenditure are SCDC/Urban and Civic. If one or both parties do not agree with certain expenditure it would not be signed off. Other members of the Open Space Steering Group can give their opinions. 	
5.5	<p>Other updates/enquiries</p> <ul style="list-style-type: none"> - Awy enquired with RW about the fresh damage to tree bark, same level as outriders. There is consistent damage overtime. EC to share MS email to Tom. (Update following the meeting: Tom had shared this with their contractor who had sent a reminder to their staff). Continue to monitor. - RW has spoken with LM re. house builders not signing contracts with Greenbelt. LM has reached out to the house builders and will continue to do so – ongoing action. - Tom and LH met on site end of July. LH stated it is apparent there are several issues which effect tree casualties including compaction, contractors, skill shortage – young trees not being treated as they should have been, climate change, lack of watering. - RW is speaking with other contractors who also has information about trees and also discussing maintenance of trees including watering. Greenbelt looking what the costs of this may be. 	<p>EC</p> <p>LM</p>
6.0	Western Park	
6.1	<ul style="list-style-type: none"> - Elite Sports have now appointed a contractor to manage and maintain the sports pitches. 	

7.0	L&Q Update on Works	
7.1	<ul style="list-style-type: none"> - LEAP 4: Additional drainage still needs to take place. There has also been some vandalism so the swing needs replacing. EC stated a resident enquired about the grass cutting. SS clarified that there is both amenity grass and meadow grass. The amenity grass is being cut but the meadow grass is to be left. It will be cut in September. Meadow grass takes time to establish and does look weedy initially. - LEAP 2: The additional timber play equipment has been installed. Waiting for the grass to become established before removing the fencing. - Hatton Road Ponds: Hedgerow and shrubs have been planted. In September the meadow grass will be cut. Greenbelt will inspect Sept/Oct. Plan to handover during October. 	SS
8.0	Community bookings <ul style="list-style-type: none"> - No new community bookings received. 	
9.0	AOBs	
10.0	Next meeting: 24 September	

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