

DRAFT Notes

Northstowe Phase 1 Open Space Management & Maintenance Steering Group Meeting

24 March 2022

Teams Meeting - Time: 10:00 am

Attendees

- (EB) Ellen Bridges, SCDC – Communications and Communities (Chair and Drafting Notes)
- (LM) Luke Mills, Senior Planner (Strategic Sites)
- (SS) Stephen Sage, L&Q Estates
- (SF) Stuart Field, L&Q Estates
- (RO) Cllr Richard Owen, Mayor, Northstowe Town Council
- (PL) Cllr Paul Littlemore, Deputy Mayor, Northstowe Town Council
- (CBS) Cllr Carla Bros Sabria, Northstowe Town Council
- (TP) Tam Parry, Northstowe Transport Planner, Cambridgeshire County Council
- (RW) Robin Waddell, Greenbelt

Apologies:

- (CG) Clare Gibbons, SCDC – Communications and Communities
- (LH) Lee Hillam, Principal Operations Manager (Awarded Water Courses/Environment Ops) SCDC
- (AWy) Andrew Wycherley, Longstanton Parish Council
- (MN) Mark Nokkert, Clerk, Northstowe Town Council

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

	Notes	Action
1.0	Introductions	
2.0	Minutes and Actions of Previous Meetings	
2.1	Notes of previous meeting were agreed – SS added 4.1 that although without storage in place the additional equipment could not be secured when not in use that completion certificate shouldn't not be awarded if equipment could not suitable stored.	
2.2	Table Tennis Tables: SS to follow up for an update on licence agreement Action: Licence agreement to be signed by L&Q	SS
2.3	Riparian drain leading off Kingfisher Pond: LH had previously recommended that L&Q undertakes some desilting along the riparian drain. Stephen Sage has assessed the area which is full of brambles/badger sets and think there would be little benefit to do anything at the moment. Action: EB share minutes with LH and he can comment if necessary	EB/LH
3.0	Greenbelt update	
3.1	Outstanding action RW to provide a list of site wide and parcel specific charges.	RW

	<p>The Green wall and sign: Loss adjuster has visited the site. Greenbelt has issued 3 quotes to them have would prefer to use FP Mcann as they completed the original works, and the materials will need to be provided by them anyway. At the end of the meeting RO confirmed a start date of 9 May.</p> <p>Open Space Regular requests received to use the open space area. Have received a request for a military fitness bootcamp session which is being reviewed. Very happy to support groups which support volunteering opportunities but when it is an actual business which is using the space then we need to be careful. Liaising with Mihaela as we will probably need to obtain some type of income from the activity which will be put into a suspense account for the benefit of Northstowe. Just need to check if the activity will cause any damage.</p> <p>Litter The outdoor gym is increasing the use of Pioneer Park which has resulted in a build up of litter and there has been a request to instal a bin near the outdoor gym. Greenbelt happy to consider this but a location needs to be agreed and a decision on how the bin is funded needs to be agreed as if Greenbelt instal the bin then this cost will be passed onto residents. Action: LM and RW to liaise re. location RW also mentioned the build up of windblown litter from house builders but SS is following up on this.</p> <p>Kingfisher Pond RW stated it would be good to get more clarity regarding the maintenance of Kingfisher Pond and need to see an approved Management Plan to maintain it. SS had previously met David Hamilton, Landscape architect on site who stated a light touch maintenance would be required. Action: LM to pick up with Mike Huntingdon</p> <p>SS informed the group of the half marathon taking place on 24 April and checked Greenbelt were aware of the event who were. They are running around the perimeter of Western Park, through the northern Greenway into Phase 1 waterpark. Greenbelt keen to attend the event. EB confirmed another running festival will be taking place in September. Action: SS to share correspondence he has had with Martin Lis.</p> <p>Bills RO informed RW that he has received their bill but rather than being invoiced for March to October to bring it in line with the other bills they have been charged for the full year. Likely the same has happened to other residents. Action: RW to follow up on this.</p>	<p>LM/RW</p> <p>LM</p> <p>SS</p> <p>RW</p>
4.0	L&Q update on works (SS)	
4.1	<p>Western Park Sport Pitches L&Q has served notice on SCDC and requested SCDC to inspect the pitches and issue a completion certificate. LM confirmed this has been received. EB confirmed that a company has been appointed to carry out the</p>	LM/SS

<p>inspections and just waiting on a date. Need to understand if a further inspection will be required to inspect any equipment or if SCDC could carry out this inspection. Action: EB to liaise with LM & SS.</p> <p>L&Q are continuing to maintain the bowls green – 1 cut a week but it is costing £20k a year. This doesn't include top dressing. There is an automatic irrigation system in place. EB mentioned that she has been having a conversation with Longstanton Bowls Club who are going to be running a taster session for Northstowe residents, particularly engaging families, at their bowls club in May. They are very keen to engage with Northstowe residents and would also be interested in managing the Northstowe Bowls green as this is a 6-rink court whereas the Longstanton one is a 4 rink. They would need financial support purchasing larger equipment though to take this on. It is also likely that they would want access to be able to use the green. PL stated that it is important there is continuity of access once the bowling green is open. Cannot open it and then close it. If it is opened there must be a plan in place for it to remain open whilst the pavilion is constructed. SS stated that the bowls green could be open whilst the pavilion is constructed as there is access round the back and the gate is next to the MUGA.</p> <p>Greenbelt could maintain it, but they couldn't do several cuts a week and they would also need charge residents for this and do not want to be charging residents for it if it cannot be used.</p> <p>Bowls green will be assessed as part of the certification process. Action EB to liaise with New Build team re. opening up the bowls green.</p> <p>Sports Pavilion Car Park transfer minor amendments have been sent to L&Q. SS confirmed they have seen these and provided comments. Currently out to procure for a construction partner. The process is still live. Hoping building work could start summer/autumn this year. Build could take 12 months to complete.</p> <p>EB also mentioned that she has been liaising with Nick's colleague, Martin, and SS re. a possible position for a container. Action EB to meet Martin/SS on site.</p> <p>Litter Bins CBS mentioned Western Park has been damaged whilst dog bins have been emptied. RW confirmed they have seen photos, and these have been shared with colleagues to understand which contractor it was. SS confirmed the bins on Western Park are emptied by Greenbelt's contractors however SS has spoken to their greenway contractor who empties the bins who uses a Nissan van which fits perfectly on the greenways so he shouldn't need to go on the footpaths. SS is also going to contact the contractor who has just started their spring/summer maintenance works on the Northern Greenway, off Pathfinder School. SS stated the greenway bins are positioned so they shouldn't need to use the footpaths. They will need to use the waterpark footpaths though these bins but SS stated he would remind them about their speed. Action: SS</p>	<p>EB</p> <p>EB/SS</p>
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	<p>CBS also stated that construction vehicles may have also been taken a short cut. Coming from the pathfinder car park through to Western Park and PL asked if house builders could have a gentle reminder that contractors should not be using the greenways. Action: SS to send a reminder.</p>	<p>SS</p> <p>SS</p>
5.0	Allotments	
5.1	<p>SF in the process of formally writing to Philippa Kelly re. discharging their responsibility under the s106 agreement to set up the escrow like account Action SF</p>	SF
5.2	<p>EB reported that the procurement process to secure a contractor to solve the drainage issue across the allotment tracks and hard standing was open and EB close to awarding the contract. The work could only be carried out once the standing water was dried up. EB stated funds from the escrow like account will be required to fund the work.</p> <p>EB asked if the successful contractor could access the allotments via the pavilion end as we do not want to compact the orchard site again. EB to speak with new build and also SS and LM. SS and EB to review when they meet on site as concerns using areas which are already completed. Action EB</p>	EB
5.3	<p>SCDC has again received a concern from a resident regarding cars parking on the bridleway however no details such as time/days has been provided. PL is not aware of the TC receiving any other complaints. PL has noticed a few cars parked there during the day. Agreed to just continue to monitor the situation.</p> <p>PL thinks turning it into a straight footpath would be beneficial. SS confirmed that as part of their obligations they are required to put a better footpath through the bellmouth. Was going to do it a year ago but it was requested to keep it open for the plot holders. Once the pavilion is built and plot holders will no longer require this access L&Q will carry out these works.</p>	
6.0	Drainage	
6.1	<p>SS stated that the waterlogging to be addressed in the northern greenway where the table tennis will be located, and subsequent re-seeding, should place during April.</p> <p>The TC also confirmed they would still like the small swale by the David Wilson homes drained. PL stated it isn't what the residents were expecting.</p>	
7.0	Cycle connections	
7.1	Surfacing of the Busway crossing to Rampton.	

	<p>No further update. Still waiting on a quote and then it needs to be agreed with Homes England. Need to secure a contractor before a timeline can be provided. Town Council have asked for a brief statement showing what options had been appraised and why this solution was selected, so that he could share with residents the rationale. Action: TP to provide details to TC</p> <p>PL asked if there is anything the TC can do to speed this up. TP asked PL to send him an email stating the TC are very keen for this crossing to be improved which he can share with colleagues. Action: PL to send email on behalf of the TC to TP.</p>	
7.2	<p>Homes England Waterpark Connection Footpath connection is in. SS liaising with HE though.</p> <p>TP had been seeking information about the timing of the completion of the approach road to the pumping station. No update available.</p>	
7.3	<p>Cycleway alongside the B1050. L&Q have received the cycle path proposal across land forming the 3rd works, which will be accompanied by a formal request to designate the part as Highway, and this is currently under consideration by L&Q. A useful meeting was had on 21/03/22. Action with SF</p> <p>Hatton Road Ponds LM liaising with AWY and also received an email from another email regarding the outstanding 3rd works.</p> <p>Lee Hilliam and colleagues have cleared the area and have been cutting the grass but ultimately the responsibility lies with L&Q. Action: SS to check the management and maintenance report.</p> <p>SF confirmed a non-material amendment has been submitted but given the cycle way will impact the landscaping works L&Q want to understand the alignment before another NMA is submitted for the landscape work.</p> <p>Will bring a proposal to the open space steering group.</p>	<p>SF</p> <p>SS</p>
8	General ASB	
8.1	<p>Graffiti on pumping station still there. Action: EB to follow up with DM.</p> <p>Outstanding action: CG had previously proposed a call off-contract to which all partners could call upon to ensure speedy resolution to further incidents. AW had reported prior to the meeting that LPC would be interested in being a party to this agreement. Action CG and LH to further discuss.</p>	<p>EB/DM</p> <p>CG/LH</p>
9	Waterpark	
9.1	<p>Waterpark has been transferred to AW. L&Q are continuing with the maintenance for the moment and picking up any remedial work that need to be carried out. The maintenance will then be passed to AW in the near</p>	DM

	<p>future. SF shared the waterpark transfer plan. Action: PL also asked for AW management plan.</p> <p>SS also confirmed they have paid the first tranche of the of the suds contribution, £200k + indexation (£229k) in accordance with schedule 4 clause 3.6.</p>	
10	Community Bookings	
10.1	<p>EB reported SCDC are supporting the community to celebrate the 5th anniversary since the first resident moved in the form of Northstowe Day. Community groups will have stalls on The Green and there will also be activities at the Secondary College. Greenbelt are aware.</p> <p>An enquiry had been received from Kidz Zone, which provides a travelling fun fair. EB shared a plan and no objections were raised. PL stated the TC would want to make sure Kidz Zone are aware that The Green where they are proposing the fun fare takes place will be developed so it won't be able to be an annual event. Also want to ensure learning from the Christmas Light Switch on occurs and there is a traffic management plan for Pathfinder Way/Stirling Road, and Park and Ride car park is promoted. TP praised the event.</p>	All note
11	Western Park governance	
	<p>EB reported that the interim management arrangements were still in development. EB has been liaising with procurement and additional quotes will need to be sourced re. booking arrangements. EB to move this forward. Action EB</p>	
12	AOB	
12.1	<p>Pathfinder Roundabout – Sustainable Northstowe have enquired about planting on the Pathfinder roundabout to celebrate the Queen's Jubilee. L&Q confirmed they have no objection to temporary planting such as wildflowers and also some bug hotels. L&Q happy to work with Sustainable Northstowe on this and try to coordinate the planting with what is in the plan.</p> <p>PL asked given there is no longer construction access could the roads/roundabout be complete. SS stated that the Pathfinder Way section does not make a full s138 section which is why it has not been finished.</p>	
12.2	<p>Noticeboard Key – CBS stated Mark has still not received the noticeboard key. SS state he still has spare key and will pass to EB when they meet on site. EB to pass to MN</p>	SS/EB
12.3	<p>CBS have received concerns regarding the zebra crossing on Stirling Road. At the October 2020 forum SS stated they were going to repaint it which is yet to happen. SS stated that the problem is there is only 1 formal zebra crossing which is on Pathfinder Way, the others have been added by painted by housebuilders. SS put some designated crossing points on Stirling Road when the Secondary College was opened after some deliberation. SS has relooked at this and on Stirling Road going to take out all the crossing points and put in a designated crossing point at Eagle Way/Stirling Road junction.</p>	

	<p>SS asked the group for feedback on what should be done for the other ad hoc crossing points that have been painted by others</p> <p>PL stated given the roads are not yet adopted he thinks it would be good to maintain a set a strategic crossing points and RO agreed. Action: SS happy to repaint them. TC happy to look at better locations though. Take offline.</p>	SS/PL
12.4	<p>CSB informed the group the Town Council are hoping to hold a Street Party for the Queen's Jubilee. Hoping to use the busway stretch in front of the school/community wing. Is L&Q happy for this? SS stated he had no problem in principle but asked if MN could send an email.</p>	
12.5	<p>TP asked if SS knows when Eagle Road may open up following a question at the forum. Action: SS to let TP/EB know.</p>	SS
13	<p>Next meeting – 21 April 10am.</p>	All note

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