

DRAFT Notes

Northstowe Phase 1 Open Space Management & Maintenance Steering Group Meeting

21 September 2023

Teams Meeting - Time: 10:00 am

Attendees

- (CG) Clare Gibbons – Communications and Communities (chair)
- (MS) Mihaela Stan, SCDC – Communications and Communities
- (LM) Luke Mills, Greater Cambridge Shared Planning
- (SC) Steven Carlaw, Anglian Water
- (SF) Stuart Field, L&Q Estates
- (SS) Stephen Sage, L&Q Estates
- (TP) Tam Parry, CCC Transport
- (AWy) Cllr Andrew Wycherley, Longstanton Parish Council
- (MM) Cllr Majdi Mgaida, Northstowe Town Council

Apologies

- (EB) Ellen Bridges, SCDC – Communications and Communities
- (MN) Mark Nokkert, Clerk, Northstowe Town Council
- (CBS) Cllr Carla Bros Sabria, Northstowe Town Council
- (AS) Adam Shaw, Anglian Water
- (RW) Robin Waddell, Greenbelt
- (LH) Lee Hillam, SCDC - Principal Operations Manager, Environment Operations

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 with comments were agreed.	
3.0	Greenbelt update	
3.1	<p>General Update</p> <ul style="list-style-type: none">- Outstanding Action: MN to confirm if happy with dog signage created by Greenbelt encouraging residents to keep their dogs under control- MN has followed up with Cllrs since the meeting in August for comments. MN to respond to RW.- MM advised the grass around the children's park on Northern Green Way is very long and restricts access to the climbing poles- Action: SS to arrange for contractors to cut the grass	<p>MN/RW</p> <p>SS</p>

4.0	Western Park	
4.1	<ul style="list-style-type: none"> - Sports Pitches: CG - Full procurement process for a specialist operator (to manage and maintain the sports pitches and pavilion as a single unit) has been undertaken and has concluded - A conditional award of contract has been made (subject to successful land transfer) and SCDC are negotiating a lease agreement which is hoped to be concluded in the near future. The operator has a proven track record as sports operator in other locations - CG is working to bring land transfer to a conclusion and is minded to accept the terms proposed by L&Q, however an assessment of the drainage arrangements has been advised, CG to discuss this with SS outside of the meeting. Survey and any remediation may need to be funded by the M&M fund. - MM asked if the operator will be able to raise prices at any time they want. CG advised that they cannot do that and that there is an agreement within the proposal which all parties on the panel agreed to be reasonable. Prices will be monitored by the Sports Pavilion Management Board (SCDC, Northstowe Town Council, Longstanton Bowls Club, Sports and Wellbeing Group) and if these are altered, the management board will need to agree. There is also scope for bringing this to the Open Space Steering Group, which can feed back to the Pavilion Management Board. - Longstanton Bowls Club is to be offered a licence to occupy the bowls green, which they will manage and maintain at their own expense. - Greenbelt liaising with Brookfield regarding the remedial work. RW to liaise with Tom Hulme regarding a date for the works. 	ALL
4.2	<p>- AWy advised about ASB at Western Park – footpath between Prentice Close and the edge of Western Park. AWy suggested that a kissing gate can be added, the proposal was sent to TP. There seems to be drug dealing happening here and would like to get this addressed, this is the access way via multiple directions which is why it may be a focus for this activity.</p> <p>Action: AWy to talk to SS and Greenbelt to be involved if any work can be done to the area. L & Q own the area but Greenbelt maintain it. AWy to share info on the ASB with MS to take to the NSP meeting where issues are shared with colleagues involved in ASB work and the police</p>	AWy, SS, RW
5.3	<p>Bowls Green</p> <ul style="list-style-type: none"> - SS has now received a quote to add an additional maintenance gate which will be closer to the Sport Pavilion containers. SS wondering how the funds can be accessed from the escrow account - CG advised that both current and previously agreed items that need to be funded from the escrow account will need to be listed and supplied to the Finance depts of both SCDC and L&Q, and both 	ALL

	<p>agencies must sign off on the items listed. No money has come out of this account yet.</p> <ul style="list-style-type: none"> - SS looking into getting a quote for restoration works for bowls green, this was chased this morning - It doesn't make a difference if these works are done before or after the land transfer (as long as they have already been commissioned). 	
5.4	<p>Kingfisher Pond</p> <ul style="list-style-type: none"> - RW of Greenbelt has a quote from an ecological consultant to carry out site survey and prepare a report / plan. Everyone is in agreement with the quote and happy to proceed. - LM advised that the approved strategy is light with respect to the management of Kingfisher Pond, therefore a revised management regime should be agreed and implemented. Whilst the funds to commission an ecology consultant to establish a maintenance plan and the initial clean could come from the escrow like account, going forward the routine maintenance must be funded from the management charge made to residents. - The maintenance work is Greenbelt's responsibility - Action: SS to check with RW if happy to manage the process as they manage the procurement 	SS / RW
6.0	L&Q Update	
6.1	<ul style="list-style-type: none"> - LEAPs 3 and 4 are completed and seeded. No estimated date can be provided for an opening day at this time as they cannot open without the establishment of the seeds - Southern Green Way is completed and seeded – this can open without the establishment of the seeds, hopefully end of October - The contractor is finalising works over the next 2 weeks - Hattons Road Pond – going to tender next week, with a view to start works in January and the hope to complete in May or June - AWy advised that someone broke open the fence around the pond and the Longstanton Parish Council are trying to identify who the perpetrator was. - Action: SS to re-secure the fence 	SS
8.0	<p>Phase 1 Lake</p> <ul style="list-style-type: none"> - AC advised that various works have been carried out: viewing platforms were reinforced and reinstated and will be monitored as per the maintenance regime - Post and rail fencing which was quite overgrown – this is now cut, reinstated the posts around fencing - Bench at the top entrance where the corner was knocked off – bench is now repaired 	

	<ul style="list-style-type: none"> - Erosion around the footbridge – this is now fixed - Cracking on the edging of the tarmac footpath - the larger cracks are now fixed and Anglian Water will monitor the existing cracking to action as and when needed - Anglian Water received some successful reports about the general erosion from a resident and will monitored the progress; moving forward, a couple of signs will be introduced at the entrance of P&R: no motorcycles or horses to make sure no further damage is caused to the tarmac - Informative signs are also being looked into by the digital marketing team, this is being reviewed for various sites that Anglian Water manages so it might take a while to get this implemented but it is being worked on - The information for social media was requested from the marketing team, but no wording was provided yet, SC will chase - Action: SC to share signage once produced with Steering Group 	SC
11.0	<p>Community bookings</p> <ul style="list-style-type: none"> - The Running Festival took place on Western Park and it was a successful event with great participation from residents - Overpower Northstowe have been using Primary School for their exercise classes and were supposed to start at the Temporary Centre this week, however they were a no show. - Action – can Greenbelt advise if Overpower have asked to continue their activity on Western Park? 	RW
12.0	<p>AOBs</p> <ul style="list-style-type: none"> - The next forum will take place on 4 October at the Temporary Community Centre - MM asked about the plans for opening the Phase 2 lake - Homes England to provide an update at the forum - Homes England were invited to these meetings, however no representation yet. They will set up their own open space steering group in time, however, it would be beneficial for them to start by attending this group. It is a legal requirement for Homes England to set up their own meeting and they can only attend if all agree. - MM advised he submitted a question for further clarification to be provided regarding information on the link below, which doesn't seem to have been updated for a while. LM is looking into this and will reply with further details Northstowe groundwater investigations - South Cambs District Council (scamb.gov.uk) - TP informed that Homes England will need to advise on changing the surface of the path crossing from the busway on Stirling Road - TP also asked if the bollards on the path will be kept. SS instructed their contractor to put 3-4 retractable timber bollards, extending the line to make sure no cars go through - CG informed that the temporary footpath that crosses the Enterprise Zone towards the P&R where SCDC owns the land needs to have some maintenance done, as such, it will be taken into SCDC's grass cutting contract 	

13.0

Next meeting: Thursday 19 October

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