

DRAFT Notes

Northstowe Phase 1 Open Space Management & Maintenance

Steering Group Meeting

2 December, 2021

Teams Meeting - Time: 10:00 am

Attendees

- (CG) Clare Gibbons, SCDC – Communications and Communities (**CHAIR and drafting notes**)
- (EB) Ellen Bridges, SCDC – Communications and 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
- (RO) Cllr Richard Own, Mayor, Northstowe Town Council
- (PL) Cllr Paul Littlemore, Deputy Mayor, Northstowe Town Council
- (TP) Tam Parry, Northstowe Transport Planner, Cambridgeshire County Council
- (AWy) Andrew Wycherley, Longstanton Parish Council
- (RW) Robin Waddell, Greenbelt

Apologies:

- (MN) Mark Nokkert, Clerk, Northstowe Town Council Anywhere
- (DdML) Dan delaMare-Lyon, Longstanton Parish 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 with some amendments	All note
2.2	Table Tennis Tables: EB reported that the licence agreement plan had been amended to reflect the change in distance from the path. Licence agreement now with Department manager to review before both parties sign. PO cannot be raised until licence agreement has been signed but hopefully installation can be arranged for January. Action: Licence agreement to be signed by SCDC/L&Q	EB/SS
2.3	Hatton Roads Ponds: SCDC has provided L&Q with official notice that they do not wish to take on the 1 st , 2 nd or 3 rd works. AWy informed the group that LPC are not interested in the 3 rd works until any transfer of the 1 st and 2 nd works has been determined. TP asked given the cycle path will be going through the 3 rd works would it be better to wait until the ownership of the 3 rd works is resolved? However, TP does not want to delay the construction works further. Could the cycle path be included within the 3 rd works transfer agreement? Action: SF to seek legal advice Action: TP to send SF the latest drawings of the plans	

	<p>AWY asked who is responsible for delivering the landscaping works. L&Q are not committed to delivering them until it is clear who will take on the 3rd works. At the point of clarity on the transfer arrangement for the 3rd works the planting will be planned (planting is seasonally dependent). AWY stated LPC had not been updated. LH thought local members were going to update LPC and would follow this up.</p>	
2.5	<p>Car Club:</p> <p>A car provider has been selected by Smart Journeys, Enterprise. The Car Club will be placed at the Longstanton Park and Ride until there is an EV charging facility onsite at Phase 1.</p> <p>Bike Repair Stand:</p> <p>Prajina Baisyet (PB) of Smart Journey continues to liaise with L&Q re. a licence agreement. Smart Journeys are happy to continue to own, manage and maintain the bike repair stand for the duration they are working on Phase 1 (2023). After then they will either transfer the stand to another body or move it to a location within Phase 2.</p>	
3.0	Greenbelt update	
3.1	<p>All occupied market houses (969) have received a bill. Very little feedback from residents. RO informed RW that the bills could have been clearer as to what services the charges were covering. RW agreed to provide an explanation at the next Community Forum, January 12.</p> <p>Notice board has been damaged on The Green and this is being looked at.</p> <p>The Green wall and sign:</p> <p>The repair works for the wall following the car accident are being reviewed. The police attended the incident, but the registration plate was not taken. RO/PB offered to find out if anyone did take a registration number. Recovering costs may be problematic if the car involved is untaxed/uninsured. RW needs to look at how the cost may be paid for and suggested an option may be apply the costs to the maintenance charge, as it not an-ongoing maintenance charge.</p> <p>Western Park</p> <p>EB asked about the MUGA. SS reported that line marking was due to happen shortly but the conditions need to be completely dry for this to take place - L&Q are on a waiting list. EB also reminded SS about the certification process. L&Q needs to serve notice on SCDC to enable an inspection to be carried out and a completion certificate to be issued. In order for a competition certificate to be provided, the lines need to be marked and the posts/nets provided. SCDC cannot be seen to be promoting or organising any activities taking place on the MUGA until a competition certificate has been issued. CG requested this work be given priority.</p>	<p>RW</p> <p>RO/PB</p> <p>SS/RW</p>

	<p>EB asked Greenbelt how much the service charge may increase when Greenbelt take on the 3G and Bowling Green. RW confirmed that they have currently only calculated for 20 cuts a year for the Bowling Green which they appreciate would not be enough for Club use. The presumption though is that Greenbelt's active management would drop away when another mechanism is in place. CG clarified if this would be an entire replacement service or an overlay. RW confirmed that for the bowling green it would be for a replacement service but that they would still lightly manage and maintain the grass pitches. However, RW did state that if this is problematic and it was easier for another body to take on the whole of the management and maintenance of the grass pitches then they could step back.</p> <p>RW noted that Kingfisher Pond would remain with Greenbelt and some issues still need to be ironed out.</p> <p>Action: L&Q and RW to meet re. 3G, Bowling Green and Kingfisher Pond</p>	
4.0	L&Q update on works	
4.1	<p>Greenbelt did a survey of trees and identified 80 existing trees which need to be felled or reviewed. This is to include the removal of dead and/or dangerous trees along the perimeter of the Western Park and 26 saplings in Kingfisher Pond. SS offered to share the independent arboriculturist's report with the TC.</p> <p>CG: Important that residents are informed of the rationale for the removal of the trees and suggested including this as an update at the next Community Forum. SS agreed to this.</p> <p>CG suggested that the Kingfisher Pond action plan would need to be updated to reflect the planned removals and would liaise with Mike Huntingdon.</p> <p>LEAP 2: Water pump remains turned off due to the winter. SS asked if the LEAP should be opened now and then re-closed for re-seeding or would be best to wait until the LEAP can be fully open in April/May.</p> <p>RO/PL: Not happy with either option but erred towards keeping it closed till all works are complete, as to open then reclose it at a later date, may cause further issues.</p> <p>SS confirmed that s104 for the waterpark had been signed by L&Q.</p>	<p>SS</p> <p>SS</p> <p>CG</p>
5.0	Allotments	
5.1	<p>Escrow Alike Account</p> <p>CG updated the group that an Escrow alike account had been established and that the Gross amount will need to be transferred. The Open Space Steering Group will then sign off any expenditure.</p> <p>CG confirmed that establishment of an Escrow like account had been deemed acceptable to both organisations, however, planning colleagues would need to respond to the request made by Lyn Dunn for some sort of</p>	

	agreement/letter to confirm that by sending the money to this account, L&Q's 106 obligation would be satisfied.	
6.1	<p>Remedial drainage</p> <p>EB updated the group that waterlogging on the hardstanding area near the pedestrian gate continues to be an issue.</p> <p>The contractor who carried out the other draining work has suggested installing a French drain and trench and has provided a quote.</p> <p>Action: EB to liaise with Sean Missin, Procurement Officer regarding the work.</p>	EB
6.2	<p>Bollards</p> <p>Following last month's meeting EB spoke with Tam Parry's colleague Peter Gaskin who suggested a gate may be better than a bollard. SCDC's insurers still have concerns about a gate being installed.</p> <p>RO/PL have received no further concerns regarding fly-tipping/cars parking since the last meeting.</p> <p>Action: EB to provide a map to illustrate where the possible gate would be positioned; TC to find out if Barratt homes overlooking the allotment site have on-going concerns and will discuss again at next month's meeting.</p>	EB
6	Open Spaces and Waterlogging	
6.1	<p>Action: PL still to provide SS with a list of areas the TC would like to be addressed. PL seeking clarification from a resident regarding one area but anticipated being able to provide the list (which will serve a monitoring function going forward) in the next fortnight.</p>	PL
8	Cycle connections	
8.1	<p>Temporary Path to P&R</p> <p>TP has received plans from contractors for the construction of the path between the Phase 1 waterpark and Longstanton Park and Ride and county officers are currently reviewing this. Action: TP will forward these plans to L&Q once signed off.</p> <p>Maintenance plan for the temporary path.</p> <p>County should be cutting the whole of the path at the same time. EB has contacted Campbell Ross-Bain to check this and also for a maintenance plan. Jon London has also put MN in touch with Campbell Ross-Bain directly.</p>	TP
8.2	<p>Permanent Pedestrian and cycling connection to Waterpark</p> <p>PL stated there is a condition that states the waterpark must link with the development parcels and needs to be considered as a planning matter in</p>	

	<p>and of itself. TP has spoken with Cllr Firouz Thompson and believes this condition has been discharged.</p> <p>Action: TP to check.</p>	TP
8.3	<p>Surfacing of the Busway crossing to Rampton.</p> <p>Still waiting for the designs. Action: TP provide an update at the next meeting.</p>	TP
8.4	<p>Homes England Waterpark Connection</p> <p>TP has discussed what appears to be a connection point between the water park and the Busway crossing (there is a physical gap in the hedge, suggestive of this) but Homes England and L&Q have confirmed that no connection is planned.</p> <p>TP is asking about the time of the completion of the approach road to the pumping station.</p>	TP
9	Waterpark and General ASB	
9.1	<p>No more recent ASB has been reported.</p> <p>The walls of the foul water pumping station on the Enterprise Land is covered with graffiti. PL would like to understand what AW are going to do about this.</p> <p>Action: CG to contact AW.</p>	Action CG/AW
10	Community Bookings	
	<p>No community bookings received for Western Park area.</p> <p>SCDC have received a request for a pop-up stall (selling eye photography) to be positioned on the hardstanding area transferred to SCDC.</p> <p>Northstowe Light Switch on event taking place on Saturday 04 December.</p> <p>EB notified the group that MN had reported some of the lights on The Green are not working, including some by the noticeboard and another area at the rear of the green where the food trucks situate.</p> <p>Jon London to conduct an audit 2/12/21 to understand which lights are off and to report back to SCDC officers and L&Q in the hope some can be turned on before the light switch on event.</p> <p>SS confirmed that the lighting columns on SCDC land were also included within the transfer. SCDC also checking this.</p>	
11	AOB	
11.1	<p>LH updated the group that following a visit to the landowner of the awarded watercourse along the Western Park boundary, work to de-silt and re-culvert at this site will start next week. This should also result in improved flow along the Kingfisher Pond outfall drain, as this drains into the awarded watercourse.</p>	

	SF informed the group that L&Q are looking to submit the reserved matters application for LEAP 3 before Christmas.	
12	Next meeting – agreed to meet 6 January. EB to send revised invite.	Action EB All note

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