

DRAFT Notes

Northstowe Phase 1 Open Space Management & Maintenance Steering Group Meeting

27 October 2022

Teams Meeting - Time: 10:00 am

Attendees

- (EB) Ellen Bridges, SCDC – Communications and Communities (Chair)
- (AWy) Andrew Wycherley, Longstanton Parish Council
- (RW) Robin Waddell, Greenbelt
- (SF) Stuart Field, L&Q Estates
- (SS) Stephen Sage, L&Q Estates
- (CBS) Cllr Carla Bros Sabria, Northstowe Town Council

Apologies:

- (CG) Clare Gibbons, SCDC – Communications and Communities
- (LM) Luke Mills, Greater Shared Planning
- (TP) Tam Parry, Northstowe Transport Planner, Cambridgeshire County Council
- (MN) Mark Nökkert, Clerk, Northstowe Town Council
- (LH) Lee Hillam, Principal Operations Manager – Environment Operations, SCDC
- (SW) Steve Webb, Anglian Water

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	Matters arising not picked up in later agenda items <ul style="list-style-type: none">- Allotments – unofficial path running alongside allotment path which continues to be blocked. Previous action outstanding - SS to look at putting a barrier in place possibly a post and rail fence.- Escrow Like Account – L&Q are now finalising figure (taking into account costs which have been incurred) and finance director liaising with SCDC finance team.	SS SS
4.0	Greenbelt update	
4.1	General Update <ul style="list-style-type: none">- Robin has spoken with the contactor regarding the ivy on the Northern Greenway bridge which keeps being cut.- Seasonal work is also scheduled for late Nov/Dec where ivy needs to be replaced.	

	<ul style="list-style-type: none"> - Photos of play equipment with wood worms and the sandpit where mesh can be seen have been shared with the independent play inspector and remedial work will be required. Greenbelt are waiting on feedback. - Greenbelt are updating their map to include the verges they will now manage and maintain. CBS requested if they could have a digital copy of the updated map. Action: RW to send to MN - Bills will be going out to residents in the coming days. There will be an 11% increase some of which is to cover some remedial work. The shortfall in repairing the wall (£4k-£5k) is to be absorbed by Greenbelt. - EB asked Greenbelt to inform Community Team and NTC when the bills have gone out to help managed enquiries. A letter will also explain the price increases. Also to let residents when to inspect their bills in case some residents are still experiencing lost post. New residents will get an introductory pack. Action: RW to keep SCDC and NTC update. Greenbelt will also be attending the forum drop-in. 	<p>RW</p> <p>RW</p>
5.0	<p>L&Q update on works</p> <ul style="list-style-type: none"> - Hatton Roads Pond – Non-material amendment has been submitted - Greenbelt will be picking up Northern Greenway maintenance from 1 Nov as well as LEAP 1 and 2. - L&Q picking up snagging and replacement planting in Western Park/Pioneer Park/Local Centre. - EB enquired about the footpaths along Sterling Way following a resident enquiring about the accessibility of the temporary path along Partridge Way and Alfred Close ramp. SS confirmed the crossing point at Partridge Way is now open. The Taylor Wimpey section is still closed off but as soon as the scaffolding is removed that section off footpath will also be open. - Alfred Close ramp still needs to be improved. Action: SS to review 	<p>SS</p>
6.0	<p>Western Park</p>	
6.1	<p>Certification</p> <ul style="list-style-type: none"> - Action: SS to send in the separate notices for sport pitches and share the floodlighting report. Aim to do this w/c 31 October. 	<p>SS</p>
6.2	<p>Container</p> <ul style="list-style-type: none"> - A suggestion has been made that Greenbelt be party to the licence so it can be signed now. All parties agree this makes sense. 	<p>EB</p>
6.3	<p>Management and Maintenance</p> <ul style="list-style-type: none"> - Greenbelt reviewing the costings from CMAT's contractors internally. Given Greenbelt will need their services for the white lining it may make sense for the contractor to do the grass cutting as well but Greenbelt's existing contractor lasts until March 2023 so colleagues need to decide. Action: RW to update EB when a decision has been made. 	<p>RW</p>

	<ul style="list-style-type: none"> - Also need to look into the booking process. EB stated SCDC would need to look into where the liability lies if SCDC were to hire them out given they are not managing and maintaining the facilities. RW stated that Greenbelt do currently have a form if groups wish to use some of the open space for regular activities i.e. bootcamp. If they were to hire out the pitches officially though a booking system would be better. Action: RW to speak with Riley and update EB. - RW did state that they wouldn't be able to open up the facilities. EB informed RW of the key booking process which was used for the Community Wing which worked well and potentially the Sports and Wellbeing group could be an ideal group to support with the opening up of the 3G when required. 	RW
6.4	<p>Bowling Green</p> <ul style="list-style-type: none"> - Previous discussions have been had about the possibility of Longstanton Bowls Club managing and maintaining the facility. EB produced a short paper (provided separately) detailing the benefits the club could bring as well as the other options and the cost L&Q currently spend on managing the bowls green. The next Town Council meeting is on 22 November. EB would like this to be on the next agenda so each organisation can give their formal thoughts at the next Open Space Steering Group on 24 November. - AWy asked if there will be other bowls green in Northstowe and if not why was Phase 1 selected. Since the meeting EB has confirmed there are no other bowls green planned. 	MN/ALL
6.5	<p>Sports Pavilion</p> <ul style="list-style-type: none"> - EB updated the group that the Sports Pavilion contractors are now onsite and waiting on a revised timescale from the contractors. - During construction the temporary path will be closed. - NTC have set up working group to look at the Phase 1 asset transfer opportunities specifically focusing on the Sports Pavilion. 	
6.6	<p>Vehicles accessing Western Park</p> <ul style="list-style-type: none"> - Outstanding action: RW to check with contractors how they are accessing Western Park and EB to liaise with SS re. bollards 	RW/EB/SS
7.0	Cycle and footpath connections, incl.	
7.1	Permanent pedestrian and cycling connection to P&R – Work has begun.	
7.2	<p>Surfacing of the Busway Crossing at Rampton Road</p> <ul style="list-style-type: none"> - Crossing level improvement works due to be completed in November. This will not include the lamp columns. 	

7.3	<p>NTC have previously asked about the possibility of opening of cycle path alongside the busway between the connection into Phase 1 and Rampton Drift Crossing.</p> <p>SS stated there are 3 things to resolve:</p> <ul style="list-style-type: none"> - The footpath adjacent to DWH cannot be constructed until the front housing and connections have been completed. Action: SS has followed up - Understand if Homes England be able to open up the pedestrian access on the Phase 2 side or any timescales when this could be possible? Action: EB to follow up with HE - The remaining section of the footpath on the TW side up to the Phase 1 and 2 boundary is L&Q's responsibility to construct however this will not be constructed until the Southern Greenway has been completed as this will be a construction access point for these works. Planning on starting the works beginning of next year and this is due to take 20 weeks to complete. However, if HE are able to open up the pedestrian access then L&Q could look at possible options. Would need to balance this against it being near a construction access point. <p>Once we have answers from DWH and HE group can discuss point 3.</p>	<p>EB</p> <p>SS</p> <p>EB</p>
	<p>Crossing Points:</p> <ul style="list-style-type: none"> - CBS asked if the crossing points can be further identified and marked. SS stated the main crossing points are marked - SS did state though if the TC have specific crossings in mind then potentially could work with the TC on this. CBS stated there is a formalised working group has been set up so discuss. 	
8.5	<p>Bus Shelters</p> <ul style="list-style-type: none"> - L&Q working with Tam. Tam has sent through some quotes. Bus shelters are included in the street furniture cost cap though so just working out how they will be funded. 	
9.0	<p>Hattons Road Ponds/ B1050 Cycleway</p> <ul style="list-style-type: none"> - A Non-Material Amendment application has been submitted (S/0038/15/NMA2) to amend the approved plans so that they match the as-built situation. L&Q waiting on a response. 	
10.0	<p>Community bookings</p> <ul style="list-style-type: none"> - No new requests 	
	<p>Waterpark</p> <ul style="list-style-type: none"> - AWy enquired about the graffiti on the bridge. SS confirmed that he has asked a contractor to remove this. Action: SS to chase - EB enquired about the latest on the waterpark due to lack of correspondence from AW. SF and SS confirmed the lake was transferred to AW in March and SS met with AW for inspection last week. As of 24/9 AW are required to pick up the management and 	

	<p>maintenance but L&Q continue to support and will carrying out the replanting, 100 trees to replant. From spring AW will need to actively managing the lake though. Action: SS to continue to chase for a contact from AW and can attend the Open Space meetings and EB to also contact AW.</p>	SS/EB
11.0	<p>AOB</p> <ul style="list-style-type: none"> - AW enquired about the CCTV drains survey – H9. SS hasn't received anything and has chased DWH. Action: SS to ask LM - Management and Maintenance Strategy: EB stated the Management and Maintenance Strategy appendices could be updated. They were approved Dec 2020 so SF agreed these should be adapted and can be approved via the Steering Group. Action: EB and SF to liaise re. which ones need updating. The Management and Maintenance Strategy also states that meetings can be quarterly but can remain monthly until the Steering Group determines otherwise so in the future meeting frequency may need to be reviewed. - Interactive Map – SF enquired if an interactive map could be created. Jon London previously mentioned it. EB has already some conversations with RW re. the map. Action: EB to liaise with RW further on this. - Market – CBS asked if markets could become a regularly item on the agenda as a licence agreement will be required. SS thinks Greenbelt are doing the licence agreement for the TC. 	<p>EB/SF</p> <p>RW</p>