

## NORTHSTOWE DELIVERY GROUP

**Date:** Thursday 14<sup>th</sup> November 2024

**Time:** 11:30-12:30

**Venue:** Virtual Meeting

### **Attendees:**

Clr Henry Batchelor (HB)	Lead Cabinet Members for Communities - (Chair)
Clr Paul Littlemore (PL)	Northstowe Town Council and Mayor of Northstowe
Clr Natalie Warren-Green (NWG)	Clr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Clr Firouz Thompson (FT)	County Councillor for Longstanton, Northstowe, Over, Oakington & Westwick
Clr Richard Owen (RO)	Northstowe Town Council
Anne Ainsworth (AA)	Chief Operating Officer & Senior Responsible Officer for the Northstowe Programme at SCDC
Clare Gibbons (CG)	Growth Manager – Communities
Kirstin Donaldson (KD)	Service Manager - Acquisitions & Development
Marianne Whitby (MW)	Development Project Manager- Acquisition and Development
Giuseppe Bernardis (GB)	Asset & Estate Manager, Northstowe Town Council.
Yvette Noble-Conner (YNC)	Personal Assistant (Minute taker)

### **Apologies:**

Mark Nokkert (MK)	Clerk to Northstowe Town Council
Clr Tom Bygott (TB)	Clr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Kate Swan (KS)	Project Development Lead, Commercial Development & Investment
Peter Campbell (PC)	Head Of Housing

#### **1. Apologies & Introductions**

Apologies were reported.

Welcome from Guiseppe – recently appointed Asset & Estate Manager, Northstowe Town Council.

#### **2. Minutes of the Previous Meeting and actions**

Members of the Group agreed the minutes from the previous meeting as an accurate record.

### **Actions from previous meeting:**

<b>ALL</b>	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners – working with Health colleagues. <b>TBD after the Northstowe Steering Group. Ongoing &amp; carried over.</b>
<b>ALL</b>	Comms – space to promote/leaflet drop – point to be added onto the agenda to discuss.

<b>FT&amp;KD</b>	FT spoken with Health colleagues – KD useful to have conversation with ICB at Health Hub.
<b>CG</b>	GP Services – who to invite to the Forum. Would be useful to have an update from a representative, there have been updates on Northstowe News, could consider a pre-recording to facilitate? <b>Representative confirmed. Complete.</b>
<b>KD/MK</b>	To arrange an informal Town Council meeting <b>Ongoing- Carried Over.</b>
<b>AA</b>	Local Centre - Approximate dates for phasing to be discussed. <b>Carried over.</b>

### 3. Updates

#### Faith Land (CG)

- Final on-site investigations taking place, to enable a ground conditions report to be taken to bidders.
- Paper is due to be taken to Cabinet in December – to apply the Faith Land application policy.
- Possession of land in 2026 allows a year from January 2025 to build bids and finance packages.

#### Community Gym / Café (CG)

- Café – 6 independent providers who have been invited to submit a business plan, 3 of whom will be intending to do so by the end of November.
- Fit out and installation works are imminent, dependent on suppliers.
- Full invitation to tender to potential providers will be going out in January 2025 with the hope of appointing a successful provider by March/April.

#### Community Buildings (MW/KD)

##### Phase 1:

- Site visit with Cabinet at Northstowe – useful to view the sites for Phase 1 Community centre, Phase 2 Sports Centre and Town Hub location.
- Phase 1 Community Centre – discussing final discharges of conditions. Orders to be placed to enable to get on site and underway prior to Christmas. Completion aiming for early 2026.
- Communications around nearby houses for upcoming letter drops in the coming weeks.

##### Phase 2 Town Hub / Cricket Pavilion

- Homes England currently undertaking a lot of groundworks on site to build up the area, allowing for run-offs on the site for the oval and football pitches. Once complete an assessment of the land can be completed to determine the construction design for the Cricket Pavilion – likely need to pile site.
- Town Hub – expecting results from in depth feasibility study at the end of November. Two design options and 3 construction options (with costs) to be derived.
  - This also helps to derive the precise redline. Enables discussions around parts of the town centre that are critical for the function, such as estate roads for waste vehicles etc.
- Targeting 2028 for delivery.

## **Naming of Phase 1 Community Centre – Final Decision (KD)**

- Consulted with Street Naming & Numbering, they confirmed that a building cannot share a name with the street on which is located, or any other street within the town.
  - As a result of this, Unity Centre complies. It was agreed this could be announced at the Forum.

## **4. Highlight Report (MW)**

This document was shared with the group confidentially ahead of the meeting and comments were invited. The document is a work in progress and as always, the group were reminded to have an open conversation about how they would want the Highlight report presented.

## **5. Community Forum (CG/ALL)**

- CG shared screen with current draft - Run through of current agenda. 4<sup>th</sup> December, 18:30-19:00 drop-in session prior to the forum – all presenters invited to this session prior to full forum.
- Connecting Cambridge presenting regarding wifi and connectivity.
- Promote online listening for this to increase outreach, this is to be done via flyers and scheduled social media posts. Also encourage submission of questions prior to the forum.
- Next forum 5<sup>th</sup> March 2026.

## **6. Communications (ALL)**

*To remain as a standing point on the agenda to keep abreast of communications.*

- Focusing on mechanisms/programme of communications to get news out efficiently – Northstowe News, local communication channels, Communications team.

## **7. Dates for future meetings**

The next meeting was confirmed for 12<sup>TH</sup> December 11:30-12:30 and future rolling recurrence confirmed.

## **8. AOB**

**Hoarding: KD** – Confirmed hoarding is to be replaced. **PL** – Raised broken fencing, which will also be reviewed.

**Fly Posting:** No further permission has been given to any flyers other than the Market, or any community-based flyer i.e. the running club.

## **ACTIONS:**

<b>KD/MK</b>	To arrange an informal Town Council meeting <b>Ongoing- Aiming for after the delivery of the Phase 1 Community Centre. Carried Over.</b>
<b>AA</b>	Local Centre - Approximate dates for phasing to be discussed. <b>Ongoing. Carried over.</b>
<b>ALL</b>	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners – working with Health colleagues. <b>TBD after the Northstowe Steering Group. Ongoing &amp; carried over.</b>

# MINUTES

<b>AA&amp;KD</b>	Health colleagues – Susan van de Ven to be contacted.
<b>FT</b>	Confirm receipt of letter through letter drop regarding Phase 1.