

DRAFT Notes

Northstowe Phase 1 Open Space Management & Maintenance

Steering Group Meeting

6 January, 2022

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
- (RO) Cllr Richard Own, Mayor, Northstowe Town Council
- (PL) Cllr Paul Littlemore, Deputy Mayor, Northstowe Town Council
- (MN) Mark Nokkert, Clerk, Northstowe Town Council Anywhere
- (TP) Tam Parry, Northstowe Transport Planner, Cambridgeshire County Council
- (AWy) Andrew Wycherley, Longstanton Parish Council
- (RW) Robin Waddell, Greenbelt

Apologies:

- (SS) Stephen Sage, L&Q Estates

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.	All note
2.2	Table Tennis Tables: EB reported that the licence agreement plan was ready for signing by both parties and anticipated this would happen within the next fortnight. Action: Licence agreement to be signed by SCDC/L&Q PL suggested that there should be further investigation of the drainage issues at the intended location as there was flooding there at present. Action: EB to liaise with SS to review site re. waterlogging.	EB/SS
2.3	Hatton Roads Ponds and awarded watercourse adjacent to Prentice Close: LH had nothing further to report from an SCDC perspective re Hatton's Road Ponds since SCDC made clear its position in not wanting to take on either 1s 2 nd or 3 rd works. TP has requested Simon Manville shares with L&Q the cycle path proposal across land forming the 3 rd works, which will be accompanied by a formal request to designate the part as Highway. AWy suggested the timetable that has been promoted for completion of the cycle path and Southern Access Road may need to be adjusted to indicate a later delivery than currently predicted. Action TP to follow up with Simon Manville and local elected members.	TP

	<p>Re. awarded water course: LH reported that de-silting works were carried out along this entire section of awarded water course. There was some evidence to suggest sewage effluent may be present, but the water is now flowing freely so the situation will be monitored, and the EA alerted if required.</p> <p>Action LH to re-inspect the water course prior to the next steering group meeting.</p>	LH
2.5	<p>Car Club: Smart Journeys has entered into contract with Enterprise and service delivery of the Car Club for Northstowe has commenced. The Car Club vehicle will be placed at the Longstanton Park and Ride until there is an EV charging facility onsite at Phase 1. PL suggested further promotion of the service would be help. Some residents had also reported being unable to access their travel benefits in relation to this service.</p> <p>Action CG to contact Prajina Baisyet (PB) to advise of the above.</p> <p>Bike Repair Stand: of Smart Journey continues to liaise with L&Q/Greenbelt re. a licence agreement for installation on The Green.</p>	CG
3.0	Greenbelt update	
3.1	<p>RW reported that there had been very little feedback from residents to Greenbelt concerning the recent billing round. MN noted that the town council had itself received many enquiries re the service charges, with residents requesting more information about the services covered by the charge, re. site wide and parcel specific charges. RW agreed that the next Community Forum, January 12, would provide a further opportunity to make these clarifications.</p> <p>The damaged notice board from The Green is in storage. Action RW to follow up on its repair and re-installation with.</p> <p>The Green wall and sign: The repair works for the wall following the car accident are to be done by the original contractor. Extensive rebuilding will be necessary. The costs will be recovered from the driver's insurers.</p> <p>RW ran through the reporting pro-forma (circulated), highlighting that for H13 the TP1 agreements are in place with costs accepted and the point of sale information and welcome letter are in preparation.</p> <p>RW receives the list of occupations provided by SCDC, based on observation. There appeared to be some discrepancies between this last and sales reported by housebuilders. CG asked RW to highlight to properties effected in order to rectify any inaccuracies in the list going forward. Action RW to highlight discrepancies in the list and forward to SCDC.</p> <p>RW reported that all seasonal work within Pioneer Park and Western Park had been completed including bare root planting. Some work on the local centre is still to be complete.</p>	RW
4.0	L&Q update on works	

4.1	<p>SS had sent apologies, SF reported on behalf of L&Q. The LEAP 3 reserved matters application had been submitted to SCDC before and this has been validated and given the following reference: 21/05471REM. This area is centrally located within H9. It has a target determination date of 09 Feb. SF agreed the plans and window for consultation would be highlighted in the L&Q presentation to the next. Community Forum. Action SF</p> <p>CG said L&Q should soon receive a formal letter acknowledging the agreement re. the escrow account and will follow up with colleagues.</p> <p>CG asked if the certification of Western Park would be prioritised. Action SF to speak with SS.</p>	SF CG
5.0	Allotments	
5.1	<p>EB reported a question had been received for the forum requesting an update on orchard delivery. The NHA had endeavoured to source some orchard trees, but EB would establish with them the current position. Action EB to liaise with the NHA.</p> <p>Re. Outstanding drainage issues along hardstanding – EB to liaise with SCDC’s landscape team to discuss means for remediation, within 2 weeks.</p>	EB
6.2	<p>Bollards</p> <p>MN confirmed that only one resident had raised concerns re. control of access to the orchard and allotment land, but this resident remained very firmly of the view this needed to be addressed.</p> <p>Action: EB to provide a map illustrating where the possible gate would be positioned to the county team, to ensure the design allowed for a 5m zone to allow safe parking to close the gate; SCDC to review the position again with the NHA and come back to the next steering group with their proposed solution.</p>	EB
7.0	Cycle connections	
7.1	<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 these are still under review. Action: TP will forward these plans to L&Q once signed off.</p>	TP
7.2	<p>Permanent Pedestrian and cycling connection to Waterpark</p> <p>TP has confirmed the discharge of condition which requires the linking of the Phase 1 water park with the adjacent parcel.</p>	
7.3	<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
7.4	<p>Homes England Waterpark Connection</p> <p>TP has found that Homes England has indeed installed a connection between the waterpark and the bridleway and linking the waterparks on Phase 1 and Phase 2. This was well received, although the details of ownership and responsibility for the path would need to be established. TP to follow up with Phil Harker of Homes England.</p> <p>PL noted there was significant rutting along the bridleway post construction. Action TP to alert RoW colleagues at the county council.</p> <p>TP is still seeking information about the timing of the completion of the approach road to the pumping station.</p>	TP

8	Waterpark and General ASB	
8.1	Outstanding action re. Graffiti on pumping station. Action: CG to contact AW.	Action CG/AW
9	Community Bookings	
	SCDC will assume responsibility for managing the coordination of community bookings, taking over from Living Sport. EB has developed a joint booking process for activities on The Green which straddle both SCDC and Greenbelt/L&Q land.	All note
10	AOB	
10.1	Fly tipping in Western Park: MN raised with SCDC the lack of response to complaints raised re. Fly tipping in this area. Action LH –to follow up with colleagues. Incidents of fly tipping are to be dealt with by the landowner/manager, but also reported to SCDC in case a prosecution can be brought where the perpetrators are identifiable.	LH
11.1	PL asked for the Sports Pavilion to be included as a standing item in future meetings. SF confirmed that land transfer was almost at the point of completion. CG confirmed that Peter Campbell would be giving an update on delivery of the Sports Pavilion and other community buildings at the next community forum. CG reported that governance options were being explored, but there was a need to reunite the sports pitches and pavilion as a management unit. EB reported that she was due to speak with a company which may offer a booking solution for the Western Park pitches. CG said discussions between SCDC, the town council, L&Q, Greenbelt and CMAT were all to be pursued to achieve a solution.	All note
11.2	CG reported a fresh incident of graffiti at Longstanton P&R – LH to liaise with PB to offer assistance with removal. Graffiti will be monitored across the site and neighbouring areas. Instances have been reported via SCDC to the Community Safety Partnership – this will also be addressed through the Northstowe Support Partnership.	LH
12	Next meeting – 27 January.	All note