

MINUTES

NORTHSTOWE DELIVERY GROUP

Date: Thursday 23rd January 2025

Time: 12:00-13:00

Venue: Virtual Meeting

Attendees:

Cllr Natalie Warren-Green (CNWG)	Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe) - Chair
Cllr Paul Littlemore (CPL)	Northstowe Town Council and Mayor of Northstowe
Cllr Firouz Thompson (CFT)	County Councillor for Longstanton, Northstowe, Over, Oakington & Westwick
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
Peter Campbell (PC)	Head Of Housing
Marianne Whitby (MW)	Development Project Manager- Acquisition and Development
Yvette Noble-Conner (YNC)	Personal Assistant (Minute taker)

Apologies:

Mark Nokkert (MK)	Clerk to Northstowe Town Council
Cllr Henry Batchelor (CHB)	Lead Cabinet Members for Communities - (Chair)
Cllr Tom Bygott (CTB)	Cllr Longstanton Ward (including Longstanton, Oakington & Westwick and Northstowe)
Cllr Richard Owen (CRO)	Northstowe Town Council
Kate Swan (KS)	Project Development Lead, Commercial Development & Investment
Giuseppe Bernardis (GB)	Asset & Estate Manager, Northstowe Town Council.

1. Welcome and Apologies (NWG)

Apologies were reported.

2. Minutes of the previous meeting and actions arising from them

Actions:

KD/MK	To arrange an informal Town Council meeting Ongoing- Aiming for after the delivery of the Phase 1 Community Centre. Carried Over.
AA/KD	Local Centre - Pulling together briefing and program, include a briefing for the Town Council.
ALL	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners – working with Health colleagues. TBD after the Northstowe Steering Group. Ongoing & carried over.
CG	Look at forward planning for contribution – submit topic suggestions for future forums. Forum communication list.

3. Updates

Faith Land (CG)

- Press release going out and the form, along with the website is active awaiting submissions in Jan 2026.
- Faith Strategy Group meeting to be held in February. Monitoring Facebook posts.

Community Gym & Café (CG)

- Invitation to tender for operator has been issued. Interviews with bidders aim to be in March.
- Café – Northstowe Hub CIO has had a meeting with wider group of representatives from hub and school. Next step is for wider trustees to visit.
- Food charity contacted to extend range of offerings beyond Northstowe Hub at present.
- Plan is to still keep the cafe at the cabin on a Wednesday.
- Gym operator likely from April onwards. Café timing dependent on Northstowe Hub creating a pool of volunteers.

Update on Community Buildings/Construction (KD/MW)

- **P1 Community Centre – Unity Centre** **(KD)**
 - Newsletter to go through doors, along with digital PDF copy to Town Council and community channels informing February start date and contractor is happy to supply timeline of around one year.
 - Enabling works commencing 3rd February in regard to crossover over path.
 - Working with contractor to replace hoarding, looks to commence week of 5th February.
- **P2 Town Hub** **(KD)**
 - Feasibility study completed based on Section 106.
 - Individual meetings with Health and Library partners to identify their requirements. Recognition that the Section 106 was signed in 2017, and things have changed in terms of service delivery since then. The aim is to ensure the building is the best it can be regarding building efficiency.
 - Conversations are ongoing with Homes England with regards to the land transfer.
- **Cricket Pavillion:** **(KD)**
 - Discussion is ongoing concerning the land transfer.
 - Identifying services, planning status, building start date, future governance etc – working with Homes England
- **Heritage Centre:**
 - **CNWG** – Raising the topic of the Heritage Centre. **CFT** – More of a County focused aspect than SCDC, there currently isn't the money. Reviewing how archived heritage in Longstanton can be placed in storage. There is also a

steering group that it would be useful if Longstanton Parish Council could attend which would be the best place to direct enquiries.

- **KD** – Had hoped to use aspects of the heritage archives within artwork, such as maps and plans for frosting. Keen to incorporate this into the fabric of the Unity Centre and open to discussion and collaboration.
- **CFT** – National Highways opportunity for heritage displays to be displayed before April.

4. **Highlight Report**

Reviewed the highlight report, nothing major outstanding/concerning.

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

- Next forum 5th March 2025. Call out to the community for agenda items.
- **CPL** – Propose we reach out to Stagecoach, along with Linden.
- **CFT** – Meeting including CPCA, Homes England, Stagecoach and Ian Sollom.
 - Travel Steering Group – Diarised for 26th February
- **Community building update** - spades in the ground so a brief update on that.
- **Urban & Civic** – further update on finishing works to track progress regarding their program shared in December forum.
- **Northstowe Learning Community** – presenter attending.
- **Planning Update** – Homes England meanwhile use application will have been submitted.

6. **Communications**

KD – Touched on Phase 1 Community Centre and build

Community Forum – Promoting by town-wide postcard drop to reach those who don't necessarily use social media etc and will have some advertising for digital inclusion sessions.

7. **Date for next meeting**

- Thursday 27th February 12:00-13:00

8. **AOB - N/A**

ACTIONS:

AA/KD	Local Centre - Send through broad timescales and milestones of who is to be consulted and when. How to bring forward the Enterprise Zone and Local Centre and the relevant delivery mechanisms.
AA/KD	To comprise a flow chart of the Civic Hub Governance route taken to Steering Group and Partners – Carried Over.
KD/MK	Schedule a meeting to brief all Councillors in an informal setting regarding the Town Hub – Ongoing, to be reviewed/updated in March.
CG	Invitation issued to Homes England and Stagecoach to attend next forum.

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