

Notes from the meeting of the Northstowe Heritage Steering Group

29/3/22

Terms of Reference

Accepted by group subject to some detail changes. A final version is attached.

Timetable

Planning permission imminent (received 8/4/22). Construction Management Plan requested by Emma on behalf of Homes England.

QC subsequently contacted Iain Bell who advised he is in liaison with Homes England staff

A request for a programme that highlighted key dates for those not involved in the construction, e.g. when will LDHS be able to move in? Also, who is responsible for racking out the LDHS store?

QC to action/investigate

Communications

Advised that there was originally a comms plan for the project, but this will have elapsed. Also, there may well have been changes in the relevant personnel. As before, there was a wish to be restrained on publicity until planning permission has been granted, so local only (i.e. LDHS Newsletter and Longstanton Life). Once PP achieved then a press statement with images would be released.

All: advise on their current comms contacts

QC to contact CCC comms to restart the programme

There was a request for a shared file space. QC advised that there used to be a space on Huddle but that CCC had recently migrated to Office 365 and replaced Huddle with SharePoint, Annette Reader (CCC) was investigating the status of the SharePoint drive on behalf of the wider project.

QC to report back

The need to investigate local connections was stressed and for these to be pre-planned (e.g. local schools). Also key dates for local engagement (Longstanton Feast, 7 Squadron Assn, Northstowe 5th anniversary)

Officer Appointment

QC confirmed that the facility would have an officer working there. How this shaped out depended on the budget available, but any officer would need a combination of heritage, community, education, project management and bid writing skills. Kathryn

offered to share her JD as a community officer, and QC has community archaeologist JDs.

Kathryn to send JD to QC

QC to start preparing officer JD for discussion with the group.

Next Meeting 26 April 2022