

Northstowe Phase 1 Open Space Management & Maintenance

Steering Group Meeting

25 March 2025

Teams Meeting - Time: 12pm

Attendees

- (EC) Ellen Cox, SCDC
- (MS) Mihaela Stan, SCDC
- (LM) Luke Mills, Greater Cambridge Shared Planning
- (AWy) Cllr Andrew Wycherley, Longstanton Parish Council
- (LH) Lee Heykoop, Homes England
- (KS) Katherine Snell, Urban & Civic
- (TP) Tam Parry, Cambridgeshire County Council

Apologies

- (LH) Lucy Hodge, Anglian Water
- (SS) Stephen Sage, Urban & Civic
- (TH) Tom Hulme, Greenbelt
- (NW) Niki Wagstaff, Homes England
- (GB) Giuseppe Bernardis, Northstowe Town Council
- (AL) Adam Lewis, Greenbelt
- (RW) Robin Waddell, Greenbelt

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 were agreed.	

3.0	<p>Matters arising not picked up in later agenda items</p> <ul style="list-style-type: none"> - Kingfisher Pond – the update was published on our website and it was shared on social media as well as a notice on the railing by the viewing platform. 	
4.0	<p>Escrow Like Account</p> <ul style="list-style-type: none"> - EC updated the Escrow Account guidance with final costings from the feeder pillar electric usage. 4G/MUGA lights have now been transferred to Elite Sport. - Expenditure Requests – Western Park Pavilion have asked for a revenue contribution. Part of the s106 Management and Maintenance fund is for revenue contribution for the Pavilion/Permanent Community Centre. - Elite Sports have asked for some funding to purchase additional goals (1 set of 7 aside goals and 2 sets of 9 aside goals). All agreed. 	
5.0	<p>Anglian Water Update - provided via email</p>	
5.1	<p>Visit to look at the trees</p> <ul style="list-style-type: none"> - The plastic round the trees is in place to protect them from being damaged by wildlife. If there are concerns around them becoming detached then they can investigate this. - Ground control team did an assessment of the trees and didn't feel that any needed cutting back at present. There will be some thinning required in the coming years. - Action – EC to seek Greenbelt's thoughts on the plastic protectors and follow up with Anglian Water regarding the dead trees. EC to request a site visit. 	AW
5.2	<p>Dog bins</p> <ul style="list-style-type: none"> - The dog bins are on 2-week collection. AW apologise for the slow collection earlier this year. 	
6.0	<p>Maintenance and Management Update – Greenbelt</p>	
6.1	<p>Greenbelt's Update – provided via email</p> <ul style="list-style-type: none"> - Greenbelt's lighting contractor undertook the investigation a couple of weeks ago now, here are the findings in brief: - Engineers found a plastic joint box where the swa cables terminate to flex which goes into the uplighters. This had water in it and a damaged flex. Engineers tried to repair this but the two uplighters had failed probably due to the water going up the cables into the fitting or from the original fault issue. 	

	<ul style="list-style-type: none"> - To repair the uplighters these would need to be replaced with new units and the plastic box below ground would need replacing with a resin joint box. - AL awaiting the quote to remediate the issue. To report back at April's meeting. 	
	<ul style="list-style-type: none"> - Discussion about path along 3G and waterlogging between 3G and MUGA: Greenbelt have asked for quotes for the work. - Discussion was had around planning permission. If NTC are involved in the project there could be argument that Permitted Development Rights could be used and planning permission would not be required. Action: EC to discuss this further with the NTC - The area between the 3G and MUGA also gets very wet. Not suitable for a path but drainage could be installed. Be sensible for this to take place at the same time as any path installation. - LH stated it would be important to consider the drainage installed if draining into a water body. 	EC
7.0	Urban&Civic Update on Works	
7.1	<p>Hatton Road Ponds</p> <ul style="list-style-type: none"> - U&C had a 1-year maintenance contractor which expires in June 2025 and will instruct a further year. Extend until June 2026. - Action: KS to provide a response following a forum question received about the future management of Hatton Road ponds - KS advised that this is being reviewed in house together with Greenbelt and an answer will be provided once available. - LM happy to support an answer from planning authority point of view. 	KS
7.2	<p>Map of responsibilities for bins and maintenance responsibilities</p> <ul style="list-style-type: none"> - KS shared map progress and group agreed it would be very helpful. - MS suggested to include road names so that residents know where each area is. - Action: KS to share once finalised. 	

7.3	<p>Works to the old golf course entrance</p> <ul style="list-style-type: none"> - There is no obligation to deliver on this but U&C would like to. - Depending on budget it could be included at the end of their contract with Phoenix Surfacing. - AWy raised a concern that this means we're looking at another winter when the path will be flooded and pushing wheelchairs onto the road so it is not acceptable to delay this further - EC asked what costings this will incur but KS does not have this information. - Action: TP to see if County can provide costings. 	
7.4	<p>BDW Bird Boxes</p> <ul style="list-style-type: none"> - KS met with the team recently to identify a location for the swift tower, looking at the south-west corner of the Western Park. - BDW moving forward with a planning application. - KS has concerns around long term liability and maintenance as this was a BDW responsibility since they did not carry on their obligation - KS asked if this could be passed to the residents for charges or can it be done another way - AWy asked if a maintenance contribution can be provided by the developer who had the responsibility to provide this in the first place - LM clarified that in planning terms the local authority will only determine if the structure is appropriate for the space but will not be able to enforce on who will deal with the maintenance - KS clarified that BDW will cover all the costs of the planning application. - Action: LM believes this will become clearer during the application process and will keep an eye on it, possibly look into getting legal view and will keep the group updated 	LM
7.5	<ul style="list-style-type: none"> - Street lighting Eagle Way update – street lighting is being reviewed by contractors and (Action) KS will provide an update next month. 	

	<ul style="list-style-type: none"> - MS shared with KS some feedback from a resident following rubble being left and also a bus stop being closed one weekend as part of the finishing works. - KS clarified that for anything that requires a diversion residents should be notified in advance although reiterated that there will be disruptions while the works are taking place. - KS informed that rubble should not be on the road and U&C should be informed so this can be cleared - KS can discuss with the contractor if full details are provided. 	
8.0	Community bookings	
8.1	<p>Junior Parkrun</p> <ul style="list-style-type: none"> - The community are looking to establish a Junior Park run at the Western Park and Elite Sports are supportive, especially as there will be activities taking place on the 4G next season so the Pavilion will already been open. - Action: EC arranging a site visit to look at possible route. - AWy suggested a sign to inform people of the run if it is set up as many people do not seem of the Saturday Parkrun around the lakes. 	
8.2	<p>Midsummer Festival</p> <ul style="list-style-type: none"> - Event will take place on 21 June. Event organisers Northstowe Arts and Northstowe Hub are considering parking arrangements. For previous events they have tried to block off the cycle lanes and wish to do this again. Action: EC to connect organiser with KS. - TP had no other advice other to encourage parking at Western Park Pavilion and P&R. EC explained that Willingham Wolves were holding a large tournament at the Pavilion in the morning so the Pavilion may already be full. - KS informed that no double yellow lines are planned except around the southern side of the square near the bus stop on Pathfinder Way 	EC
9.0	AOBs	
9.1	<ul style="list-style-type: none"> - AW asked if possible to raise the fact that NTC do not attend - Action: EC will speak to the clerk 	EC
10.0	Next meeting: 29 April	

