

NORTHSTOWE TOWN COUNCIL

Minutes of the meeting of Northstowe Town Council, held 7pm Wednesday 28th July 2021, 7pm in The Wing, Pathfinder School, Northstowe.

Present: Cllr Benedicic Cllr Bros Sabria Cllr Castelino
Cllr Delip Cllr Harrison Cllr Littlemore
Cllr Males Cllr Oluwasanya Cllr Owen (Town Mayor)
Cllr Panvekar Cllr Pokala Cllr Susarla
Cllr Thompson Cllr Van Der Meijden

Public: Anita Howard – Think Communities
Jon London – Community Development Officer – SCDC.

44/21-22 APOLOGIES FOR ABSENCE

Apologies were received and noted from Cllr Gamon.

45/21-22 DECLARATIONS OF INTEREST - No declarations to note.

46/21-22 PUBLIC PARTICIPATION

A resident informed the meeting that he is due to move into Northstowe and is a member of the Town and Planning Association. He would like to speak to the council at the September Town Council meeting to offer his knowledge in relation to establishing new towns and cities.

47/21-22 MINUTES OF THE MEETING OF 23rd June 2021

It was proposed by Cllr Littlemore, seconded by Cllr Van Der Meijden and **resolved that the minutes of the meeting of the 23rd June 2021, are taken as a true record of the meeting with the correction to a name, and link to a planning application.**

48/21-22 MATTERS FOR INFORMATION ONLY

- 1) It is noted that the new location for the two table tennis tables are in line with the favoured location of the Town Council. The site will now form part of a discussion that South Cambs DC will hold with the neighbouring properties.
- 2) A letter was received from the Leader of SCDC regarding an Infrastructure workshop, this to be held during September to discuss the major issues that are having an impact on the local communities. The letter was noted and the Council awaits further details.

49/21-22 TO RECEIVE REPORTS FROM COUNTY & DISTRICT COUNCIL

- 1) Cllr Firouz Thompson – Cambridgeshire County Councillor.

Cllr Thompson updated the report:

- Councils can make requests for the Buses for Covid testing, however there is a criteria which considers target areas, with limited slots for areas. This is reviewed every three weeks.
- It has been stated by Highways England that the access roads will be open in September.

- 2) Cllr Sarah Cheung Johnson & Cllr Malyon – South Cambs District Councillors. - The report was noted.

50/21-22 TO RECEIVE REPORT FROM JON LONDON –SCDC COMMUNITY DEVELOPMENT OFFICER.

- Northstowe News need to be formally constituted to open a bank account. The constitution will have a line to say that there will be no liabilities or restrictions for the Town Council.
- The Community Forum videos are on SCDC Website and YouTube.
- The Gym is open.
- The Café is open with 20-30 people a week attending.
- Foodbank was a success, open on Wednesdays.
- Escalated issues relating to Vestry (Linden Homes) as items in public realm not being dealt with.
- Connections Bus, Mondays and Thursdays in Northstowe
- Sports Pavilion planning application now live for comment.
- Community groups have started to open over the last three months.

A request was made to Jon to supply a written report for the Clerk to send out to Council with the agenda, in order that Councillors can consider questions prior to the meeting.

51/21-22 TO RECEIVE PRESENTATION FROM ANITA HOWARD CAMBRIDGESHIRE COUNTY COUNCIL. – THINK COMMUNITIES TEAM.

It was noted that Scott Liddle – Community Connector was unable to attend on this occasion.

Anita Howard gave a presentation on the work undertaken by herself and Scott Liddle as part of the Think Communities Team. It covered:

- The collaborative approach and how it works.
- Understanding the strengths already in the community, listening and working with the group.
- Enabling funding and setting up groups and activities.
- Project work – including: Active family projects, Child and Family centre, Northstowe Art project, and Youth support partnership.
- The mobile library provides an environment to create opportunities and to have conversations.
- Going forward, the team will be working with the Town Council.

52/21-22 FINANCE

- 1) To approve Bank statements and bank balances

It was proposed by Cllr Littlemore, seconded by Cllr Benedicic and **resolved unanimously that the bank statement is approved for the 30th June 2021.**

- 2) To approve expenditure

It was proposed by Cllr Littlemore, seconded by Cllr Benedicic and **resolved unanimously to approve the following payments:**

CAPALC	Interim Clerk Services (June 2021)	£2,145.00
CAPALC	Chairman Training	£50.00

- 3) To receive Summary of Receipts and Payments report.

The Interim Clerk/RFO presented the summary report, which was duly noted.

4) To receive South Cambs District Council. Indemnity Agreements.

Under the terms of the Section 106 agreement (dated 9.01.2017) the Town Council is to receive the following:

- i) Community Endowment – Instalment 1 £11,010.00.
- ii) Town Boards – Instalment 1 £10,756.50

Monies are to be spent solely for the purposes as outlined in the agreement and covenants within the Section 106 agreement.

- a) To formally consider and agree to adopt the agreements, and receive the Section 106 payments with the conditions within the agreements.

The Council discussed the agreements and wish to obtain clarification on the exact covenants referred to. It was proposed by Cllr Males, seconded by Cllr Thompson and **resolved unanimously that once the legal elements have been clarified the agreements will be adopted and signed.**

- b) To agree two members of the Town Council to sign the agreements.

It was agreed that Cllr Owen and Cllr Littlemore will sign the agreements.

53/21-22 Planning Matters

- 1) **Information only.** S/2011/14/COND18 Northstowe Phase 2, Station Road, Longstanton. Submission of details required by condition 18 (Site wide drainage) of outline permission S/2011/14/OL.

The Town Council has the following comments to make in relation to the application: Bearing in mind the current report on drainage. The Town Council requests that this is fully reviewed by the planning authority in advance of determining the application.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/2011/14/COND18>

To note that the Town Council requests that given the multiple issues relating to drainage in Northstowe all related applications/conditions will be discussed by the Town Council and comments sent to the Planning Authority.

- 2) **Information only.** S/2011/14/COND53 Northstowe Phase 1, Station Road, Longstanton. Submission of details required by condition 53 (Parking Management) of outline permission S/2011/14/OL. - Information Noted.
- 3) **For Comment** 21/02585/S73. Phase 2A Land south of Longstanton Road. Design amendment to layout, appearance, scale, access and landscaping of the age-restricted accommodation as part of the approval reserved matters scheme approve under reference S/3499/19/RM. Application to vary condition A1 (approved drawings) of reserved matters approval S/3499/19/RM and matters relating to outline planning conditions as per the original submission – (Hybrid planning application comprising a) Reserved matters for 406 dwellings including affordable housing provision non-residential floor space landscaping open space and associated infrastructure (the Reserved matters include access appearance landscaping layout and scale following outline planning permission

S/2011/14/OL) b) Discharge of conditions 9 (Design Code) 10 (Fire strategy) 11 (Housing (Market Mix)) 12 (Housing –lifetime Homes (Affordable and market dwelling) 19 Surface water drainage) 20 (Foul water drainage) 23 (Landscape and design) 24 (Landscape management and maintenance plan) 27 (Ecological Management plant) 31 (Longstanton conservation area) 32 (Low Carbon Strategy) 33 (Energy delivery Artificial Lighting) 34 (BREEAM standards) 38 (Unexploded ordnance (UXO))) 41 (External Artificial lighting) 42 (Operational noise – Non-residential use classes) 43 (Operational traffic noise mitigation scheme on-site) 45 (Waste and re-cycling Management strategy) 48 Transport – equine walking and cycling routes) 57 (Transport – Cycle parking) and 64 (Self-build and custom build) pursuant to outline planning permission S/2011/14/OL and c) Full Planning permission for the temporary change of use of two dwellings to show homes).

It was proposed by Cllr Littlemore, seconded by Cllr Benedicic **and resolved unanimously that the Town Council has the following comments to make in relation to the application:**

- Design change is positive.
- The revised plans show 30 parking spaces for 60 flats, the original application shows 30-32, therefor the potential reduction of 2 could be a problem. 30 = one vehicle for every other property.
- The Car parking lot allocated at the rear of the block of flats smaller.
- For residents with no car, there is a lack of other alternative transport as transport links are disconnected. Busway – concerns delays to completion of this, and people with no access to a vehicle or with reduced mobility will be isolated, Phasing is 4 years apart.
- Surface water draining, looks like areas of green removed, what is the impact on surface water drainage?
- The outdated 2019 Environmental impact assessment (Hydrology report) needs to be updated and considered.

Public access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/21/02585/S73>

- 4) **For Comment:** 21/02645/HFUL. 52 Mistle Thrush Drive. Erection of a conservatory to side.

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **resolved unanimously that the following comments will be made:**

- Over development of site and out of character with the area.
- Concerns regarding the impact on permeable ground and discharge water into surface water drainage.
- Check on the restrictions by developer for site as covenants are in place.
- The Council has concerns, however feels that the application can be adapted.

Public Access Link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/21/02645/HFUL>

- 5) **Information only:** S/3018/15/NMA3 Northstowe phase 1, Station Road. – Non-material amendment on planning application S/3018/15/RM to alter the footpath and landscaping and removal of swales. – Information noted.

Public access link: <https://applications.greatercambridgeplanning.org>

- 6) **Information only** S/2011/14/COND59. Northstowe Phase 2, Station Road. – Submission of details required by condition 59 (Off site Highway/Footway improvements) of outline permission S/2011/14/OL. – Information noted.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/2011/14/COND59>

- 7) **Information Only**. S/1355/19/COND12. Land South East of the B1050 at Station Road, H8 Parcel 1, Northstowe. – Submission of details required by condition 12 (Fire Hydrants) of reserved matters permission S/1355/19/RM. – Information noted.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1355/19/COND12>

- 8) **Information Only**: S/1355/19/CON8. Land south east of the B1050 at Station Road Parcel H8, Phase 1. – Information noted.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1355/19/COND8>

- 9) **Information only**. S/1355/19/COND6. Land south east of the B1050 at Station Road Parcel H8, Phase 1. – Submission of details required by condition 6 (Roads/Footways/Cycleway) of reserved matters permission S/1355/19/RM. – Information noted.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1355/19/COND6>

- 10) **Information Only**. S/1355/19/COND17. Land south east of the B1050 at Station Road Parcel H8, Phase 1. – Submission of details required by condition 6 (Renewable Energies) of reserved matters permission S/1355/19/RM. – Information noted.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/1355/19/COND17>

- 11) **For Comment**: S/0388/12/CON7 Northstowe Phase 1. Condition 7 – Phasing Plan Addendum.

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **resolved unanimously to object to the application: Reasons given:**

- The provision of shops, accessibility and busways cannot be pushed back, this infrastructure is required to sustain the town now. It is not sustainable to push back the phasing.
- It is believed that it was intended that as town developments moved further south and phase 2 came on line, there would be a haul route for building material.
- Southern greenway moved forward Q2 2022 to be completed. – A further delay.
- 2026 to finish roads and links is not acceptable – this needs to be looked at and streets that can be completed should be.
- Look for haul routes into phase 2 so that primary roads can be completed.
- The Town Council is in agreement with the comments made by the CCC Highways Authority.

Note: Town Council will arrange to meet with CCC Highways Officer, and Cllr Thompson to discuss the pushing back of infrastructure.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/0388/12/COND7>

- 12) **Information Only** S/0388/12/COND43. Northstowe Phase 1 parcel H13. Station Road.

Information noted.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/0388/12/COND43>

- 13) **Information Only:** S/0388/12/COND24. Northstowe Phase 1. Parcel H13, Station Road. – Submission of details required by condition 24 © (Drainage – Surface Water Management) of planning permission S/0388/12/OL. – Information noted.

Public Access link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/0388/12/COND24>

54/21-22 TO RECEIVE AND NOTE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:

The minutes of the following committees were noted.

- a) Personnel Committee – 7th July 2021.
- b) Events and Markets Committee – 7th July 2021
- c) Finance and Governance Committee – 7th July 2021
- d) Assets and Asset Transfer Committee – 7th July 2021
- e) Planning Committee – 7th July 2021

55/21-22 TO RECEIVE AND CONSIDER REPORTS FROM OUTSIDE MEETINGS

- 1) Report on meeting with Darryl Preston, Police & Crime Commissioner (30th June),
 - a) To receive report from Cllr Susarla. It was noted that a number of councils were represented, lot of enthusiasm.
 - b) To consider recommendation to council from Cllr Susarla for a Speedwatch Scheme.

The Council discussed the viability of setting up a Speedwatch Scheme at this time, given that the roads within the Town are currently un-adopted, and any illegal speeding is not enforceable. The Clerk will make contact with the Speedwatch Co-ordinator to invite them to a future meeting to inform on how the scheme works.

- 2) Longstanton and Northstowe Sustainability working party.
 - a) Receive Hydrogeological Assessment Report and recommendation that this is reviewed by the working party.

It was agreed that the Sustainability working party should consider the report, and also include the parishes of Oakington and Willingham as it may affect those parishes in the future.

- 3) Opens Spaces Management Report.
 - a) To receive written report from SCDC. – noted.
It was noted that only two representatives from the Town Council are required to attend the meetings. Going forward this will be the Town Clerk and two members.
 - b) To discuss matters from the report. – none to note.

56/21-22 BOUNDARY COMMISSION REVIEW

<https://boundarycommissionforengland.independent.gov.uk/2023-review/>

- a) To consider boundary review, and response to the consultation.

Concerns were raised that:

- The Parish of Northstowe is not identified on the proposed map and that by the time the boundaries are changed the electorate of Northstowe could be over the upper limit suggested by the boundary change.
- Northstowe normally has ties to Cambridge, and feels it won't be fairly represented with the current proposal.
- As a constituency, should it be named St Neots?. – West Cambridgeshire would be more appropriate.

9.17pm Cllr Thompson left the meeting.

The Town Council comments will be forwarded to the consultants.

9.19pm Cllr Thompson returned to the meeting.

57/21-22 PROVISION OF INTERIM CLERK UNTIL COMMENCEMENT DATE AND HAND OVER TO THE TOWN CLERK.

- a) To consider and approve the continuation of the service agreement with CAPALC for Interim Clerk Service. (1st August to 3rd September 2021)

It was proposed by Cllr Owen, seconded by Cllr Van Der Meijden and **resolved unanimously that the Service Agreement for the Interim Clerk be extended until the 3rd September 2021, to allow for the commencement of the Town Clerk and a handover period.**

58/21-22 PROVISION OF TOWN COUNCIL PHOTOCOPIER

- a) To receive report from Clerk.
b) To consider quotations and approve lease of a Photocopier.

A discussion was held regarding the specification and requirement of a copier. It was agreed to defer to a future meeting.

59/21-22 NORTHSTOWE FESTIVAL OF RUNNING.

- a) To receive email from Northstowe Festival of Running Events Manager to consider the Town Council becoming an official partner of the Festival.

It was proposed by Cllr Owen, seconded by Cllr Thompson and **resolved following a vote of 13 in favour and 1 abstention that the Town Council would accept the request to become an official partner of the Running Festival.**

60/21-22 HOMES ENGLAND INVITATION TO COUNCIL

- a) Invitation to members to visit Homes England Offices and tour.

It was agreed to provisionally accept the invitation for the visit and tour on the 16th September, with a request for an agenda, in order that the council can make any requests for additional agenda items.

61/21-22 NORTHSTOWE COMMUNITY NETWORKERS

- a) To consider the addition of the Community Networkers page and calendar onto the Northstowe Town Council website.

A brief discussion was held and it was proposed by Cllr Littlemore, seconded by Cllr Bros Sabria that **and resolved unanimously that Cllr Delip brings a presentation back to August meeting.**

62/21-22 LONGSTANTON PARK AND RIDE CONNECTIVITY.

- a) To receive report and recommendation from County Councillor Thompson.
- b) To consider the request to contact CCC Officers with a view to connecting the areas as suggested.

It was proposed by Cllr Owen, seconded by Cllr Males **and resolved unanimously that a letter is sent to Cambridgeshire County Council with a view to request that Cambridgeshire County Council advance funding and the construction of the link between Longstanton Park and Ride and the waterparks within Northstowe. This is a short link that requires very little work and should be possible at a low cost. This link will enable connectivity for use for leisure and travel to work. This will also be a safer route for pupils of Northstowe Secondary College and Martin Bacon Academy to travel to school, avoiding Stirling Road which is heavy with construction and school traffic. Safer alternative routes for pupils is essential as there has been a few near misses during drop off and pick up times at school.**

63/21-22 ITEMS FOR THE NEXT AGENDA.

- a) New Towns and Garden Cities. – Mr Hunter (September Meeting)
- b) Town Council to consider SCDC Enterprise Zone and Local Centre
- c) Park–Play. CEO Rick Jenner Re: Events for sports.
- d) Provision of Town Council Noticeboards
- e) Northstowe Neighbourhood Watch.

64 /21-22 DIARY DATES

17th August 2021 – 1.30pm Northstowe Partnership meeting.

65/21-22 DATE OF NEXT MEETING.

Wednesday 25th August 2021.7pm in The Wing. Pathfinder School.

The meeting closed at 9.43pm.

Signed.....
Town Mayor

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Date