

NORTHSTOWE TOWN COUNCIL - FULL COUNCIL

MINUTES of the meeting held on Tuesday 30th JANUARY 2024 at The Cabin, Northstowe

Members: 15
Quorum: 5 Members.
Present: 8 Members: Cllr Delip; Cllr Littlemore (Mayor); Cllr Benedicic; Cllr Males; Cllr Oluwasanya; Cllr Owen; Cllr Greef (from 19:03); Cllr Mgaidia (from 19:06).
Town Clerk.
6 Members of the public.
Apologies: Cllr Bros Sabria (Deputy-Mayor); Cllr Castelino; Cllr Kinnera; Cllr Nikoro; Cllr Panvekar; Cllr Sovago; Cllr Susarla.
Absent: N/A.

The meeting was opened at 19:00 pm; Cllr Littlemore took the Chair.

205/23-24 APOLOGIES FOR ABSENCE (Standing Item)

To record any apologies for absence received prior to the meeting.

Apologies had been received, and accepted, from: Cllr Bros Sabria; Cllr Castelino; Cllr Kinnera; Cllr Nikoro; Cllr Panvekar; Cllr Sovago; Cllr Susarla.

It was noted that apologies had also been received from Cllr Warren-Green (SCDC) and Anne Ainsworth (SCDC).

206/23-24 DECLARATIONS OF INTEREST (Standing Item)

a) *Councillors to declare any pecuniary or personal interest in any items on the agenda.*

b) *Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chair if they wish to speak on the matter during public participation.*

Cllr Delip declared interests as member of the Northstowe Sports and Wellbeing Committee, chess club and table tennis club. Cllr Males declared an interest as member of the Northstowe Sports and Wellbeing Committee. All afore-mentioned declarations of interest were considered not to be relevant to any specific item on the agenda.

207/23-24 PUBLIC PARTICIPATION (Standing Item)

a) *To adjourn the meeting for up to 15 mins. to allow members of the public, and Councillors declaring a prejudicial interest, to address the meeting in relation to business to be transacted at this meeting.*

b) *To reconvene the meeting.*

No member of the public wished to speak. The Chair reconvened the meeting.

208/23-24 MINUTES OF PREVIOUS FULL COUNCIL MEETINGS (Standing item)

To approve the minutes of the Full Council meeting of 19th December 2023 as a true record of the meeting (attached).

Cllr Littlemore requested an **amendment** to the text under item 192/23-24, final line; for purposes of accuracy this is to be changed to make clear that there had been a separate meeting about this topic, with the text to be altered to read instead: 'Cllr Littlemore added that a separate meeting had also been held, exploring possible interim retail facilities options.'

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **RESOLVED**, with 4 voting for and 2 abstaining, **to approve the minutes of the Full Council meeting of 19th December 2023 as a true record of the meeting, as amended.**

Cllr Greef joined at 19:03; he had no declarations to make under item 206/23-24.

209/23-24 REPORTS FROM COUNTY AND DISTRICT COUNCIL WARD MEMBERS (Standing Item)

1) *To receive a report from Cambridgeshire C.C. Division Member Cllr F. Thompson (attached).*

No questions were raised.

Cllr Thompson, present, provided the following update to her report: The repair work to the ramps on the bridges on the B1050 and A1307 near Bar Hill/A14, are planned to start on 8th February, with full closure of roads happening during night times only.

2) *To receive a report from South Cambs D.C. Ward Member Cllr. N. Warren-Green (attached).*

Noted; no questions were raised.

3) *To receive a report from South Cambs D.C. Ward Member Cllr. T. Bygott (no report received).*

The Chair noted that Cllr Bygott's report had been received before the meeting. No questions were raised for Cllr Bygott, present.

210/23-24 REPORT FROM SCDC'S COMMUNITY DEVELOPMENT OFFICERS (Standing Item)

To receive a report from South Cambs D.C.'s Community Development Officers (attached).

Further to their report, M. Eidevik-Skinner, present, highlighted that the recent Northstowe Community Forum had been well-attended with feedback indicating that it was well-received.

Following a question, she explained that occupation counts are to be resumed shortly, and that as part of this the latest phase 2 Keepmoat occupation numbers will also be shared.

Cllr Mgaidia joined at 19:06; he had no declarations to make under item 206/23-24.

211/23-24 NORTHSTOWE DELIVERY GROUP (Standing Item)

To receive minutes of the Northstowe Delivery Group meeting held 16th November 2023 (attached).

Cllr Benedic raised, In relation to the recently opened phase 1 Sports Pavilion, that there are concerns that the height of the lights in the Club Room in the pavilion may possibly not be built according to the specifications as submitted with the planning application, thereby potentially limiting the range of activities that could take place in that space.

Cllr Benedic was tasked to send the Clerk further information, to understand the issue better, and to consider whether this is to be brought to the attention of the Pavilion Management Board.

212/23-24 NTC STAFF REPORT (Standing Item)

To receive a report from the Town Clerk on staff activities (for period: Dec. '23) (attached).

Noted; no questions were raised.

213/23-24 KICKSTART FUND PANEL (Standing Item)

No meeting held recently.

214/23-24 YOUTH WORK IN NORTHSTOWE

1) *To receive a presentation from representatives of Northstowe Youth Hive; Cambridgeshire County Council and Romsey Mill staff dedicated to youth work in Northstowe ('Youth Work in Northstowe: needs-led; asset-based; working in partnership' (paper shared with Cllrs.).*

Representatives of Northstowe Youth Hive (B. Cope), Community Services, Cambridgeshire County Council (A. Silvester) and Romsey Mill (E. Whitbread, Youth Development Worker) were present and gave a joint presentation on youth work in Northstowe. A detailed handout called 'Youth work in Northstowe: needs-led; asset-based; working in partnership' was shared with the Councillors in advance of the meeting.

In their presentation they highlighted key elements set out in the report, setting out youth work development in Northstowe to date and the plans for the future. They focused on the need to secure youth development work beyond the currently financed work for the Northstowe Youth Development Worker (which ends end November 2024); they set out examples of youth work elsewhere with involvement from parish or town councils that support youth work by contributing financially and with different models of involvement, as a starting point for discussions with Northstowe Town Council to consider what involvement it would like to see itself with youth work in Northstowe.

2) *To discuss the presentation and items raised.*

A number of discussion points were raised by Councillors, including;

- In order to understand better what percentage of young people in Northstowe is being reached out to, would you know how many children there are in the area? A: It has been difficult to obtain such numbers.
- How much have young people who are home-schooled in Northstowe have been targeted so far? A: Youth Worker is not yet working with this community but would welcome being linked up with youth who are home-schooled.
- What is the main challenge to bring in older teenagers? A: in particular older teenagers who do not attend the Northstowe Secondary College have been hard to engage; the provision of a dedicated physical space for young people is considered critical to engage this group.
- What options are being considered by the people involved in youth work delivery to ensure a physical youth centre of sorts is to appear in Northstowe, bearing in mind that there is no such building planned in the master planning or any of the (outline) planning applications for any phase in Northstowe? In this, are conversations taking place to consider how young people could get their space in the medium-term within buildings that are in the pipeline, such as the phase 1 Community Centre or phase 2 Eastern Sports Hub or Civic Hub? A: discussions have started with Homes England regarding possible youth space provision within 'meanwhile use' buildings being considered for phase 2. A wish was also expressed for Northstowe Town Council to be an advocate towards third parties in expressing the need for physical space for youth work for future planning proposals, e.g. as part of discussions before detailed planning applications appear on the back of outline applications as approved for phases 3A and 3B.
- What would be the 'critical mass' in terms of houses/resident numbers, by which time the process of getting a dedicated youth centre would make sense to get going? A: example was given as to how youth work developed in Cambourne; there in 2008 the Youth Partnership was set up with input from one of the Councillors there. Through this partnership which functioned in a similar manner as Northstowe Youth hive does, Romsey Mill was brought in and a portacabin was secured for youth work which functioned as such for about 15 years until a dedicated youth centre was opened more recently in Cambourne.
- What are the plans for expanding youth work with the youth in the Sixth Form to open later this year? A: Discussions are taking place with young people to understand what spaces and facilities they would need.
- How are mental health issues with young people being addressed? A: There is currently no in-house expertise for this, but Northstowe youth with needs regarding mental health are being referred to other organisations. With this, it was highlighted that there is a need for counselling services locally in the future as well.
- How are youth in Longstanton linked with this? A: besides youth attending the Secondary College, there is currently no youth club and also no Connections Bus anymore in Longstanton. It was agreed that a discussion with relevant partners in Longstanton would be beneficial to look at cooperation opportunities.

The presenters highlighted that they see this discussion as a starting point for collaborative work, including regarding funds to be raised to secure a sustainable future for youth work in Northstowe. Secured and potential grant funding and other fundings sources were mentioned, with the wish for the Town Council to consider how it might be able to support financially as well. Questions asked by Councillors around fundraising:

- Considering that Northstowe youth attend a number of schools in the area, are those schools also being targeted to contribute? A: That is indeed the plan, but the focus is currently on local partners.
- Are the organisations who benefit from S106 funds that are related to youth work being approached? There are active discussions with the officers managing the Northstowe Support Partnership to look at options to expand the funding from these sources.
- It was highlighted that the Town Council could consider discussing with Homes England whether some of the S106 funds that it is to receive (Community Endowment Fund) could potentially also be used for this purpose.

- The organisations involved in youth work were also encouraged to get more directly involved in planning work. A councillor mentioned that had the Town Council been made aware that the permanent community centre was not deemed adequate for youth work – as was suggested by the presenters -, this could have been discussed with the relevant Councillors before the Town Council’s Planning Committee convened to discuss and comment on the application for that building; they could also have sent in their own comments on key applications as for this building for which the planning application has now been approved.

The Chair summarised the discussions, highlighting that there is a general feeling of wanting to provide support to the youth work in Northstowe. It was also recommended that the Town Council’s grant scheme is applied for and that ongoing discussions are to take place with youth work representatives with the intention for a request to come to the Town Council for inclusion of financial support in next year’s budget. In relation to the latter, it was highlighted that the Town Council’s annual budget is still relatively low and that a number of potentially competing priorities will always need to be considered at the time when the annual budget is decided on.

215/23-24 NORTHSTOWE COMMUNITY LOUNGE

Further to item 197/23-24, Full Council meeting 19th December 2023:

- 1) *To receive an updated draft Terms of Reference for the Community Lounge Working Group (attached).*

There was a short discussion in which it was highlighted that items that had been raised at the last Full Council meeting had all been addressed in this updated version.

- 2) *To approve and adopt the Terms of Reference for the Community Lounge Working Group.*

It was proposed by Cllr Males, seconded by Cllr Delip and **RESOLVED**, unanimously, **to approve and adopt the Terms of Reference for the Community Lounge Working Group.**

- 3) *Councillors to come forward to join the Community Lounge Working Group or help volunteer at the Community Lounge.*

No further Councillors came forward.

The Clerk was tasked to send around an email for other Councillors to come forward.

216/23-24 MARKET EVENT MANAGEMENT – EXTENSION

Further to – and in line with the resolution as per item 153/23-24(6), Full Council meeting 31st October 2023 (and financial details in appendix to that item).

- 1) *To decide to extend the period for making use of an external event management organisation for the weekly Sunday markets until such time as a Market Manager has been employed, plus for an additional two weeks thereafter (motion paper attached).*

It was proposed by Cllr Owen, seconded by Cllr Greef and **RESOLVED**, unanimously, **to extend the period for making use of an external event management organisation for the weekly Sunday markets until such time as a Market Manager has been employed, plus for an additional two weeks thereafter.**

217/23-24 CIVIC YEAR MEETING SCHEDULE - UPDATE

Further to item 76/23-24, Full Council 27th June 2023:

- 1) *To receive a Motion Paper, setting out a proposal for minor changes to be made to the approved Civic Year Meeting schedule (Motion paper & proposed meeting schedule attached).*

Noted.

- 2) *To approve the changes proposed to the Civic Year meeting schedule for the remainder of the Year.*

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **RESOLVED**, unanimously, **to approve the changes proposed to the Civic Year meeting schedule for the remainder of the Year.**

218/23-24 ITEMS FOR INFORMATION

a) *Email with letter received (18/01) from Cllr Smith, SCDC, re: Best Value Data [email shared with Cllrs].*

b) *Information received via CCC Member Thompson: TTRO 24-209, re: Bar Hill bridge repairs [email received 19/01 shared with Cllrs.]*

- c) *Information received via CCC Member Thompson: Meeting 9th. Feb 12-1 pm, Introduction of Starship Robots to Longstanton and Northstowe [emails (Dec. '23) previously shared with Cllrs].*
- d) *Update on interviews held by external company on behalf of Homes England re new community engagement strategy [emails previously (Nov.-Dec. '23) shared with Cllrs.]*

Noted.

219/23-24 COMMITTEE MEETINGS (Standing Item)

To receive minutes from the following committee meetings held:

- a) *Personnel Committee, 5th December 2023 (draft minutes attached).*
- b) *Planning Committee, 12th December 2023 (draft minutes attached).*
- c) *Finance and Governance Committee, 12th December 2023 (finalised minutes attached).*
- d) *Events and Markets Committee, 9th January 2024 (minutes to follow)*
- e) *Planning Committee, 16th January 2024 (draft minutes attached; NB: meeting was not quorate).*
- f) *Finance and Governance Committee, 16th January 2024 (draft minutes attached).*

Noted.

220/23-24 WORKING GROUPS (Standing Item)

To receive an update from Working Groups reporting to Full Council (where not covered under other items), from;

- a) *Community Lounge Working Group (leads: Cllr Delip and Cllr Males, taking in turns).*

No further updates provided.

- b) *Phase 1 Asset Transfer Opportunities Working Group (Sports Pavilion) (lead: Cllr Benedicic).*

No update provided.

- c) *Road Safety Working Group (leads: Cllr Sovago and Cllr Susarla together).*

No update provided.

Cllr Littlemore added that he had fed into the Working Group with information related to several items, with a focus on the planned road layout for the crossing of the busway with Stirling Road. This was in response to safety concerns raised by Councillors and residents for this location, in particular for pedestrians wishing to cross Stirling Road here. He highlighted that Cllr Susarla is arranging for a session with County Council Officer T. Parry to look at the detailed plans for this location, including plans for light signals, before this area is to be finalised by L&Q. He added that, were safety concerns to remain the Town Council could potentially consider purchasing sturdy A-frames to warn vehicle drivers of pedestrians crossing at this location.

221/23-24 UPDATES FROM OUTSIDE BODIES WITH NTC REPRESENTATION (Standing Item)

To receive minutes, or updates, from meetings of outside bodies with Northstowe TC representation;

- a) *16th Nov. '23: Northstowe Open Space and Landscape Steering Group; attended by Cllr Mgaidia (minutes attached).*
- b) *11th Dec. '23: Community Centre Management Board; attended by the Clerk (minutes shared with Cllrs.).*
- c) *13th Dec. '23: Northstowe Community Networkers; no NTC representation (minutes attached).*
- d) *14th Dec. '23: Northstowe Open Space and Landscape Steering Group - no NTC representation (minutes attached).*
- e) *14th Dec. '23: Northstowe Support Partnership - attended by Cllr Males (minutes to follow).*
- a) *21st Dec. '23: Northstowe Delivery Group – This meeting was cancelled.*
- b) *10th Jan. '24: Sports Pavilion Board Meeting – no NTC representation (minutes to follow).*
- c) *10th Jan. '24: Community Centre Management Board – no NTC representation (minutes to follow).*
- d) *10th Jan. '24: Northstowe Community Networkers; attended by the Deputy Clerk (minutes attached).*
- e) *11th Jan. '24: Northstowe Open Space and Landscape Steering Group - no NTC representation (minutes to follow).*
- f) *17th Jan. '24: Northstowe Faith Strategy Group - no NTC representation (minutes to follow).*
- g) *18th Jan. '24: Northstowe Delivery Group - attended by Cllr. Littlemore and the Clerk (minutes to follow).*

Noted.

In relation to the minutes from the Open Spaces Steering Group meetings, there was some discussion around items including the Committee’s Terms of Reference and the Greenbelt annual maintenance bill.

222/23-24 UPCOMING MEETINGS OUTSIDE BODIES WITH NTC REPRESENTATION (Standing Item)

To note;

- a) *Wed 7th Feb. '24, 10:15 – 12:15 (in person & virtual): Homes England Quarterly Town & Parish Councils.*
- b) *Wed 7th Feb. '24, 13:00 – 14:30 (in person): Community Centre Board.*
- c) *Thu 8th Feb. '24, 10:00 – 12:00 (virtual): Northstowe Open Space and Landscape Steering Group.*
- d) *Mon 12th Feb. '24, 13:00 – 14:30 (in person): Northstowe Support Partnership.*
- e) *Thu 15th Feb. '24: 11:30 – 12:30 (virtual): Northstowe Delivery Group.*

Noted.

223/23-24 EVENTS WITH NTC INVOLVEMENT (Standing Item)

To note;

- *Town Mayor Cllr. Littlemore part of opening ceremony Phase 1 Sports Pavilion (SCDC press release, 22/01/2024).*

Noted.

224/23-24 DATES OF NEXT COUNCIL MEETINGS (Standing Item)

To note;

- *Full Council meeting: Tue 27th February 2024 (7-9 pm); venue: The Cabin, Northstowe.
[Final versions of motions & papers to be received by 17/02 at the latest]*
- *For all Council meetings and annual meeting schedule, see www.northstowetowncouncil.gov.uk*

Noted.

The meeting was closed at 20:27 pm.

Signed.....

Town Mayor

Date.....