



## CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 3rd July 2018 – meeting commenced at 7.25pm.

Present:

Cllr J O'Dwyer (Chairman)	Cllr K McIntyre
Cllr A Ahmed	Cllr J Patel
Cllr N Akhter	Cllr R Poulton
Cllr P Gavigan	Cllr A Rana
Cllr T Hudson	Cllr D Sharma
Cllr S Krintas	Cllr G Thompson

In attendance: John Vickery - Parish Clerk  
Heather Nigbur-Day – Deputy Parish Clerk

7 members of the Public were in attendance for the meeting.

### **PUBLIC ADDRESS TO COUNCIL**

A Cambourne resident addressed the Parish Council with his concerns relating to the High Street and that it needed to be the Heart of Cambourne when development begins.

#### **1. APOLOGIES**

Apologies for absence had been received from Cllr P Mills and Cllr S Bhattacharya. Acceptable reasons for absence had been given.

Apologies had also been received from Cllr D Beck, Cllr A Fisher and Cllr D Jones. Acceptable reasons for absence had not been given.

It was:

**RESOLVED** that the apologies from Cllr P Mills and Cllr S Bhattacharya for absence be received and approved and the apologies from Cllr D Beck, Cllr A Fisher and Cllr D Jones be received but not accepted.

#### **2. MINUTES OF LAST MEETING**

It was:

**RESOLVED** that the minutes of the Council Meeting M179 held on 5<sup>th</sup> June 2018 were confirmed as a correct record and was duly signed by the Chairman.

Signed

Date 4<sup>th</sup> September 2018

**3. MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION**

Cllr J Patel disclosed an interest in Agenda Item 16.

**4. POLICE MATTERS**

A verbal report was received from PCSO John Coppard.

**4.1** There have been 18 calls for anti-social behaviour in Cambourne recently but calls have been a lot higher in Cambridge. There are currently only 2 PCSO's working in Cambourne patch and this is not likely to increase in the near future. This weekend will see patrols in Cambourne and Hardwick. Cambourne residents still need to be encouraged to call 101 for non-emergency's or 999 for emergency's, as the statistics are low for Cambourne. If the anti-social details reports were reported the figures would be higher.

Cllr K McIntyre wished to express his thanks, on behalf of the Council for the high visibility and presence of PCSO John Coppard at The Vine school during the pick up and drop off times, this made a very visible difference to how people were parking and made things a lot safer for the children.

**4.2** Cllr R Poulton met with the Police Commissioner Jason Ablewhite and was able to present the Council's concerns to him. He has agreed to attend the next council meeting on 4th September 2018. The Parish Council would send a letter confirming his attendance.

**4.3** The letter from Inspector Paul Rogerson was discussed and it was agreed that it would be ideal to invite him to attend the Council meeting being held on 6<sup>th</sup> November 2018.

It was:

**RESOLVED** that the report be received and the necessary actions be taken.

**5. CHAIRMAN'S ANNOUNCEMENT**

The Chairman made no announcements

**6. HIGH STREET**

David Ousby – South Cambs District Council Housing Development Officer (Growth) gave a verbal report. The event held on 2<sup>nd</sup> July 2018, next door to The Hub was well attended and some great feedback and comments were received from residents. This will build on the work of the Parish Plan. The aim for the High Street is to be the Heart of the settlement.

Duncan Mason – Newcrest presented a report and initial ideas on what could be included in developing out the High Street. Retail units with flats above and further residential housing, adding to the High Street to help increase viability and profitability, whilst competing with Morrisons. The Council voiced concerns that 12 – 15 units may be too low and at the reliance on housing to make it viable.

Signed

Date 4<sup>th</sup> September 2018

Duncan confirmed this was the beginning of the process and there will be further presentations as the scheme progresses.

It was

**RESOLVED** that the presentation be received.

**7. CLERKS UPDATE**

The Parish Clerk presented a report to the Council. The Clerk listed a number of meetings he had attended since the last meeting. Report attached below.

It was:

**RESOLVED** that the report be received.

**8. COUNTY COUNCIL MATTERS**

County Cllr Howell gave his apologise.

It was:

**RESOLVED** that the Cllr Howells apologies be received.

**9. DISTRICT COUNCIL MATTERS**

District Cllr R Betson sent a report. Report attached below.

District Cllr G Clayton sent a report. Report attached below.

District Cllr S Bhattacharya sent a report. Report attached below.

It was:

**RESOLVED** that the reports be received.

**10. PARISH PLAN**

There have been no significant developments to the Parish Plan.

The Chairman reminded Councillors to get in contact with the Parish Clerk, in regards to which parts they would like to be involved in and help to progress.

It was:

**RESOLVED** to receive the report and all Councillors would express their interest and respond to the Parish Clerk before the next Council meeting.

**11. CAMBOURNE PARISH COUNCIL**

It was discussed that with the growth of Cambourne, the possibility of becoming a Town should be considered. Further research will need to be carried out and all ideas considered.

Correspondence received from a resident regarding Town status, was discussed and a reply to the email will be sent.

It was:

Signed

Date 4<sup>th</sup> September 2018

**RESOLVED** that this be an agenda item be discussed further at a future Council meeting and the necessary actions taken.

**12. POLICIES**

**12.1 COMMUNICATION POLICY**

Work is in progress with a draft to go to the Finance and Policy Committee meeting, to be held on 17<sup>th</sup> July 2018.

**12.2 MISSION STATEMENT**

Councillors should review it over the summer and it will be an agenda item on the 4<sup>th</sup> September Council meeting.

It was:

**RESOLVED** that the communication police will be reviewed at the next Finance and Policy meeting and the Mission Statement will be considered at the 4<sup>th</sup> September Council meeting.

**13. WEST CAMBOURNE**

The Parish Clerk gave a verbal report.

West Cambourne design code is progressing well. The penultimate Design Code has been completed and was tested on 27<sup>th</sup> June 2018. The full and final version is hoped to be submitted at the end of August for consideration in September at public consultation in the form of discharge of condition 8 of the outline conditions.

It was:

**RESOLVED** to receive the report.

**14. LAND TRANSFERS**

A report was received from Alison Hopkins. Report Attached.

The Clerk gave an update on Item 9 stating that there had been a series of meetings held and the amended documents will be going to the solicitors for finalisation.

It was

**RESOLVED** that the report be received.

**15. TRAFFIC MATTERS AND ROAD SAFETY**

The timetable from Stagecoach was reviewed and relevant details of the 18 Service to be put on our website and Facebook page.

The Parish Clerk gave an update regarding the School Lane/Swansley Lane Zebra Crossing. The installation is still planned to go ahead in the Summer Holidays. A design was tabled and viewed by all Councillors.

It was:

**RESOLVED** that the timetable and report be received.

Signed

Date 4<sup>th</sup> September 2018

**16. CORRESPONDENCE**

The current funding cycle was discussed and whether it was ideal to consider grant applications outside of the cycle months, which are September and March. It was put forward that the grant requests should not be considered outside of the cycle dates.

This was proposed:

One Cllr chose to vote against keeping to the cycle.

Two Cllr's wished to abstain from voting.

Nine Cllr's chose to vote, to consider the applications only during the cycle months.

It was:

**RESOLVED** that the applications be considered in line with the current process and the grants considered at the next Council meeting on 4th September 2018. The applicants should be informed of the decision and the Finance and Policy Committee should review the policy.

**17. COMMITTEE REPORTS**

**17.1 PLANNING COMMITTEE** held on 5<sup>th</sup> June 2018 [PLN M285 Minutes 5th June 2018](#) and 19<sup>th</sup> June 2018 [PLN M286 Minutes 19th June 2018](#)

**17.2 LEISURE & AMENITIES COMMITTEE** held on 19<sup>th</sup> June 2018 [LA M76 June 2018](#)

It was:

**RESOLVED** that the Planning Committee reports and the Leisure & Amenities report be received.

**18. DATE OF NEXT MEETING – 4<sup>th</sup> September 2018** – The Meeting closed at 9.05pm

**AGENDA ITEM 7**

**CAMBOURNE PARISH COUNCIL**

District of South Cambridgeshire  
Council Meeting 3<sup>rd</sup> July 2018

**Clerks Report**

**Clerks report since 5<sup>th</sup> June 2018**

1. Meeting with Andrew Cole of Vine Technical regarding adoption of LAP's and POS's on Taylor Wimpey Parcels.
2. Attended briefing on the A428 Black Cat to Caxton Gibbet upgrade. The works are still planned to begin 2021 with the works taking 3 years. Highways England are hoping to issue the preferred route for consultation later this year.
3. Meeting of the Fete Working Party to progress the plans.

Signed

Date 4<sup>th</sup> September 2018

4. Further discussions David Alexander, Mark Miller and Alison Hopkins regarding works to the Blue School and transfer off it to the Parish Council work appears to be progressing.
5. **Meetings regarding Cambourne Design Code to finalise the design Code ready for the Test Day. The Test day was very productive with the core of the design Code being found to be sound, but there were some areas where the Code had to be made more positive and areas where there could be examples of what the designation of style of an area should be rather than a word (e.g. Contemporary which was open to various interpretations).** The developers team are taking on board the feed back and will issue the Design Code for consultation once completed. The test team were made up of the design team for the developers, South Cambs Officers, County Council Transport Officer, Independent Architects and Myself.
6. **Meeting with Ben Hendry of Randall Thorp in relation to the transfer of Greenways and Country Park.**
7. **Meeting with Gordan Sadler of Air Broadband and Cllr K McIntyre regarding Wireless Broadband in Cambourne. As a result of this an article was placed in the Cambourne Crier regarding the location and number of properties without superfast broadband in Cambourne.**
8. Meeting with the centre Manager regarding the proposal to have an Amazon locker outside the sports centre.
9. Attended the Parish Council Liaison meeting with Cllr Mrs R Poulton.
10. Meeting with Colin Walker regarding David Wilson Homes LAP and POS transfers.
11. Attended the CaPALC Annual Conference. Share the Vision, Shape the Future which was very informative on various issues and information on the Company of Community Organisers in relation to engagement with the public and key stakeholders.

## **AGENDA ITEM 9**

### **Ruth Betson, District Councillor Report to Cambourne Parish Council 3<sup>rd</sup> July 2018**

#### **Working together**

Cllr Bhattacharya, Cllr Clayton and I met recently to discuss how we are going to work together in the new Cambourne ward. We each have different passions and will probably approach issues from different directions, but we all agree that the betterment of

Signed

Date 4<sup>th</sup> September 2018

Cambourne is always our goal. We have exchanged email addresses, phone numbers, created a whatsapp group and plan to meet at least monthly for catch ups.

Cllr Clayton and I are both on the Scrutiny & Overview Committee and we attended a very interesting training on 21<sup>st</sup> June with the rest of the committee members where we learned the full scope of powers a scrutiny committee has, especially when using pre-scrutiny. Following this, the Chairman and Vice-Chairman are reviewing the work plan for the next municipal year, which we will be able to discuss at the next committee meeting on 12<sup>th</sup> July.

### **A428 single lane at Girton**

I have raised this before with you and continue to work on finding the right stakeholders to rectify this plan. To date, I have spoken with the MP, the Mayor, the Highways England A428 project team, Cambridge Connect and other affected District Councillors. With the dualling of the A428 from Caxton Gibbet to the Black Cat roundabout and the expressway corridor between Oxford and Cambridge, a lot more traffic than planned will be using the A428. So it is inconceivable for Highways England to leave the A428 as a single carriageway at the Girton interchange.

If you agree, I would be delighted to work with the Parish Clerk to try to get other A428 Parishes involved and putting pressure on Highways England.

### **Community grants cut**

The Grants Committee recently reviewed the Community Grant scheme and the Community Energy scheme.

- 1) Grants requested by Parish Councils will be cut by 50%, although it appears at the moment that grants requested by individuals/ associations/ organisations are still considered for the full amount. The idea behind this is that Parish Councils can use their precept for the remaining 50%.

- 2) **Cllr Bhattacharya** has been dealing with this item and can fill you in on the details:

Cambourne has not managed to spend the grant allocated for the Church's Children Centre due to staffing problems.

Signed

Date 4<sup>th</sup> September 2018

The report states that it has been impossible to contact the Head so there is no update available.

### **Advice and support for local businesses**

Free drop-in sessions and practical workshops centred around starting a company, or growing an existing one, are being offered to residents and businesses in South Cambridgeshire. These are being provided during regular times at the District Council's Cambourne offices by experts at Nwes, the UK's largest not-for-profit enterprise agency, and are aimed at South Cambridgeshire residents who are thinking of starting a business, and owners and managers of existing local firms. They will focus on either start-up companies or growing a business. One-to-one advice sessions last for around 30 minutes, and participants might also be able to sign-up for a further programme of support.

For more information, visit [www.scamb.gov.uk/content/latest-news-workshops-events-support-awards-funding-and-grants-0](http://www.scamb.gov.uk/content/latest-news-workshops-events-support-awards-funding-and-grants-0)

### **Trains and commuting to London**

The new railway timetable introduced by Thameslink and Great Northern in May is wreaking havoc on our Cambourne commuters going to London. I myself commute every day, so have been able to give first hand evidence to our MP, Heidi Allen, who you will probably have seen has been active and vocal about this. The MPs for the neighbouring constituencies are all working to get proper compensation for affected residents.

For the latest updates, visit

<https://www.heidisouthcamb.co.uk/news>

### **Fundraising**

Last but certainly not least, I am pleased to announce that the Cake Bake sale that Cllr Evelyne Spanner and I organised and ran on 9<sup>th</sup> June, raised £126. That's £63 each for Light Up Cambourne and Cambourne Fireworks - all through eating cake!

Please do let me know how I can continue to support Cambourne and this Parish Council within my role as one of your District Councillors.

Signed

Date 4<sup>th</sup> September 2018



Best wishes,  
Ruth Betson  
cllr.betson@scams.gov.uk

## **Cllr Gavin Clayton Report to Parish Council Meeting : July 3 2018**

### **Casework :**

First surgery was attended by people with same questions about Hunters Park Estate management and their request for Parish Council (PC) to adopt grass cutting and see what is possible with street lighting also. It seems quite a confused situation, made worse by sporadic progress on adoption of roads generally? Perhaps a blanket approach / clear policy from PC to address issues of managed parcels of land/houses would be possible to inform residents of the options open to them? Can PC provide that clarity on Hunters Park and similar?

Next surgery is July 10 6.30pm – 10.00pm at Hub.

### **Ctte Attendance :**

As member of Scrutiny Ctte I attended training and first Scrutiny Ctte on June 21. Procedural change with new administration means that this is now a Pre Cabinet Scrutiny process, so in theory we will have more chances to influence the development and implementation of policies. Scrutiny Ctte will be developing a workplan for coming year and there is now an opportunity to feed into policy review / development processes.

Please let me know if there are particular areas of SCDC work that PC would like explored more fully and we can look at potential to set up a Task and Finish style group to look into them. Workplan will be agreed at July 12 meeting.

### **Local Issues / Campaigns :**

**High Street Consultation, Design and Delivery** is a priority. I had a mtg with Ermine St rep Duncan Vessey and other key officers David Ousby and Edward Durrant on June 21 to discuss High St design and how it can possibly link with Health and Social Care needs/expansion and reconfiguration. There is an opportunity for PC to engage very proactively with the provision of community / health & social care provision (one stop shop advice type services) by a financial involvement in purchasing a unit on the proposed

Signed

Date 4<sup>th</sup> September 2018

Piazza site. I hope this possibility can be considered fully by PC in due course.

I have circulated some research and info to officers concerning Dementia Friendly design principles and the role of culture and high quality public spaces / public art in supporting community cohesion and will follow these up within the consultation process.

I also suggested we set up some inter generational design workshops as older residents and youth in Cambourne will likely make most consistent use of any Piazza style open space. This is not to discount other members of the community. Eg. New mums

**Health and Wellbeing :** I attended (with Ruth Poulton and Joe Odwyer on June 13) mtg with CCG and GP practices for an initial exploration of needs and options relating to the increase in population and accompanying demand for GP services in Cambourne. It is early days, but I felt it was a good start as it meant everyone was clearer on the scale of the issue, the complexity of the Primary Care commissioning environment and the evident pressures on GP practice Partnerships. I am continuing to speak with relevant officers at SCDC and will use my health sector networks, knowledge and experience to bring innovative suggestions to the discussions such as an expanded 'Health and Wellbeing Centre'. I am also supporting officers with feedback on their draft health and wellbeing strategy that is in development.

**Transport :**

I attended the Greater Cambridge Partnership Joint Assembly mtg at Guildhall June 14. However by this point Mayor Palmer had requested that the transport plan that most affects Cambourne residents be postponed so discussion was limited.

As Labour control City Council there is now a useful connection to push Cambourne residents needs up the agenda and help campaign for the swiftest possible interim measures as well as longer-term sustainable solutions such as the (off or on road) Busway.

I will continue to lobby senior City Council members on Cambourne's behalf about public transport while our other councilors can look into lobbying the Conservative Party Mayor.

**Gypsy, Traveller & Roma Site Provision :**

I met with Gypsy, Traveler & Roma (GTR) Liaison officers from SCDC and County on June 18 to discuss their work and spate of GTR camps setting up at entrance to Cambourne. We discussed issues faced by the specific family in question (patriarch requiring regular hospital treatment and other family members having specific long term health conditions). This highlighted the role of Cambourne as a 'hub' for work and healthcare for traveling community. Concluded that a more detailed look at the needs of GTR and Settled populations was needed and so I have suggested this be adopted as part of the Workplan for the Scrutiny Cttee so we can find a way that meets needs of

Signed

Date 4<sup>th</sup> September 2018

all South Cambs populations. The status quo isn't working for anyone and it costs council tax payers and developers money that could be usefully spent elsewhere.

Gavin Clayton  
June 28 2018

## **AGENDA ITEM 12.2**

### **Mission Statement**

Cambourne Parish Council aims to be a Best Value Organisation by balancing the precept, supporting the local economy and providing quality amenities and services for the benefit of the residents.

### **Objectives**

To ensure the best possible facilities are provided for sport, and Sport in Cambourne is supported to ensure access for the Community.

To continue to develop and expand opportunities for Youth.

To support all sections of the Community.

To recognise and acknowledge the benefits brought by the diversity of our Community.

To promote the development of an accessible, inclusive and sustainable Community.

To maintain, enhance and promote the use of Open Spaces, footpaths Cycle Routes, Playgrounds and Country Parks to develop the health and social wellbeing of residents.

To be innovative in Open Space development

To ensure that all aspects of S 106 Agreements and their successors are met in full.

To continue to develop good relationships and partnerships with local authorities, public bodies, and the private and voluntary sectors.

To work towards Cambourne becoming a District Ward in its own right.

Signed

Date 4<sup>th</sup> September 2018

To keep Cambourne environmentally friendly and to promote the reduction of the Carbon Footprint of Cambourne through the Cambourne Parish Energy Fund.

## **AGENDA ITEM 14**

### **LAND TRANSFERS**

1. Upper Cambourne Village Green and Turf Maize – MCA (53)

An application to register the Transfer to the Parish Council remains with the Land Registry.

2. GC23/GC26, Greenway – MCA (58)

No change since my last report.

3. Upper Cambourne Northern Greenway SIP –MCA (59)

I remain ready to complete this matter and await hearing from Laytons, who I have chased, in this regard.

4. Cambourne Cricket Pavillion – MCA (62)

No change since my last report.

5. Cambourne Youth Centre – MCA (63)

No change since my last report.

6. Wind Turbine Site – MCA (64)

This matter is now complete and an application has been submitted to the Land Registry to register the Parish Council's title to the same.

7. Cambourne School Lease Variation – County Council (65)

I await hearing further from you/the County Council on this matter..

8. POS – Persimmon Homes (67)

No change since my last report.

9. Meadowsweet Close and Cherry Court – David Wilson Homes (68)

I await hearing from you on the query raised by my email of the 27<sup>th</sup> April.

10. POS – Bovis Homes (71)

No change since my last report.

11. Land Parcels LC02, LC05, LC09 and LC14 – Taylor Wimpey (72)

No change since my last report.

Signed

Date 4<sup>th</sup> September 2018

Allison

**Allison Hopkins**  
Senior Paralegal  
for Mills & Reeve LLP

Signed

Date 4<sup>th</sup> September 2018

Page 13 of 13