



## CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

A Meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 15<sup>th</sup> January 2019. Meeting commenced at 19.25pm.

Present:

Cllr R Poulton (Vice Chairman)	Cllr T Hudson
Cllr N Akhter	Cllr D Jones
Cllr A Ahmed	Cllr S Krintas
Cllr Dr S Bhattacharya	Cllr A Rana
Cllr A Fisher	Cllr E Spanner
Cllr P Hedges	

In attendance: John Vickery Parish Clerk  
Kirsty Empson – Office Administrator

8 members of the public were in attendance.

1. **APOLOGIES**

Apologies for absence had been received from Cllr O'Dwyer, Cllr J Patel, Cllr K McIntyre, Cllr G Thompson, Cllr Gavigan, and Cllr D Sharma.

Acceptable reasons for absence had been given.

It was:

**RESOLVED** that the apologies Cllr O'Dwyer, Cllr J Patel, Cllr K McIntyre, Cllr G Thompson, Cllr Gavigan, and Cllr D Sharma for their absence be received and approved.

2. **MINUTES OF LAST MEETING**

To approve as a correct record the minutes of the Council Meeting CPC/M186 held on 4<sup>th</sup> December 2018

19:27pm Cllr A Fisher, Cllr A Rana and Cllr N Akhter joined meeting.

It was:

**RESOLVED** that the minutes of the Council Meeting CPC/M186 be approved and signed.

3. **MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION** for items on the agenda.

Cllr S Krintas declared interests or requests for dispensation to item 13 on the agenda as a member of the flying club.

4. **POLICE MATTERS**

PCSO John Coppard sent his apologies and sent a short report.

Signed

Date 15<sup>th</sup> January 2019

It was  
**RESOLVED** to receive the report.

#### **4.1 NEWS FROM THE POLICE AND CRIME COMMISSIONER**

The Parish Clerk gave a brief overview about the three options for funding. Cllr S Krintas proposed Councillors individually complete the Survey Monkey.

It was  
**RESOLVED** to receive the report and all Councillors are to complete the Survey Monkey individually.

#### **4.2 ADVICE ON THE USE OF MOTORISED VEHICLES**

It was  
**RESOLVED** to receive the report.

#### **5. CHAIRMAN'S ANNOUNCEMENTS**

The Vice Chairman wishes all Councillors a Happy New Year and sent the Chairman get well wishes and a speedy recovery.

19:34 Cllr E Spanner joined meeting.

#### **6. CLERKS UPDATE**

The Parish Clerk presented a report to the Council. The report is attached below.

Comment was made on item 2 in the Clerks report, asking if there has been anything further to the update. The Parish Clerk informed him there had been a positive attitude from the club and revised policy to parents on walking and they are currently drafting a letter with maps and alternative parking arrangements. A question was raised on item 1 in the Clerks report, stating they are having problems with a locked door at the Blue School. The Parish Clerk handed over a key for the door to resolve the problems.

It was  
**RESOLVED** to receive the report.

#### **7. WEST CAMBOURNE**

To receive a presentation on the next steps.

Victoria Soothern from Bovis Homes and Andy Wright from Taylor Wimpey gave a brief presentation on the next steps of West Cambourne.

They received outline planning in 2017 and are working on the reserved matters, looking to submit this in April 2019. The proposed plan will have 969 dwellings and three character areas. Within the development there will be two points of access and cycle connections. Construction will come in from the South and there should be no construction vehicles passing through Lower, or Great Cambourne, this is being reviewed. There will be one primary school, admissions to the school will start on the 450<sup>th</sup> occupation. Before this, children will go into the existing surrounding schools. There are plans for a retail unit, burial ground and play areas, and open spaces. The design code has been

submitted and hopefully is going to committee in February to be approved. They are looking closely at things that they have done well in Cambourne and things that they can learn from.

They gave a brief overview of the consultation they had held in Cambourne The Hub 15<sup>th</sup> January 2019 and mentioned there were a large amount of questions focused on a swimming pool, healthcare provision, schools and traffic flow to the secondary school.

It was recommended that the lakes included in the plans are useable for leisure purposes and to make sure there are suitable parking spaces around the retail facilities.

Following on from this it was recommend that the lakes are designed properly if they are designed for leisure purposes.

It was recommended the areas for children to play are designed effectively and that Bovis and Taylor Wimpey gain views and ideas from local parents and carers.

Clarification was sought on the structure and home designs. The response was, a contemporary look with individual areas having character for 20/25% of the scheme and down to south and Woodfield, more of a traditional design.

It was proposed there should be recycling points within the development.

It was questioned if there is going to be public access to the Caxton Gibbet. The response was this will not be possible due to there being land which is not owned by them

It was recommended there be a Preschool or Nursery building in West Cambourne.

It was

**RESOLVED** to receive the presentation.

**8. COUNCILLOR VACANCY**

The Parish Clerk presented a report to the Council. The report is attached below.

It was

**RESOLVED** that the report be received and the co-option be on the agenda for the 5<sup>th</sup> February Council meeting, the candidates be requested to fill in an application form and provide a short statement with a maximum of 200 words, explain why they are interested in standing and what they will bring to the Council.

**9. COUNTY COUNCIL MATTERS**

To receive reports from the County Councillor for Cambourne Ward.

County Councillor MN Howell gave a report on different matters regarding the County Council. The report is attached.

It was

**RESOLVED** to receive the report

**10. DISTRICT COUNCIL MATTERS**

To receive reports from the District Councillors for Cambourne.

Cllr R Betson attended to give a report on matters regarding Highways England and the Girton interchange single lane. She has been informed they may review this at a later stage. Both Cllr R Betson and Heidi Allen (MP) will continue to push this. Cllr R Betson received a phone call from Rachel Stoppart Greater Cambridge Partnership, prior to a Tuesday meeting next week. Cllr Dr S Bhattacharya attended a meeting arguing for fast and reliable transport from Cambourne to Cambridge, expressing that they didn't mind where it goes as long as it is fast and reliable. They will continue to push this.

Apologies were given by Cllr G Clayton

It was  
**RESOLVED** to receive the report.

**11. PARISH PLAN**

The Parish Clerk gave a verbal report.

The Parish Plan is being progressed and waiting to have a meeting with Parish Chairman, with circumstance this has not been held yet, however a lot of aspects of the plan have been dealt with.

It was  
**RESOLVED** to receive the report.

**12. BUDGET 2019 - 2020**

To receive an update from the Parish Clerk.

The Parish Clerk presented a report to the Council and outlined the changes. The report is attached below.

Councillors thanked the Parish Clerk for his work in preparing the budget.

Cllr P Hedges proposed to adopt the Budget and Precept figure for 2019-2020 of £514,120.00.

It was  
**RESOLVED** to receive the report and adopt the Budget and levy a Precept for 2019-2020 of £514,120.00 on South Cambs District Council.

**13. BOURN AIRFIELD**

To receive an update from the Parish Clerk.

The Parish Clerk gave a report on the discussions and meeting held 21<sup>st</sup> November 2018. There will be another meeting on 6<sup>th</sup> February 2019. Cllr D Jones and the Parish Clerk are attending the next meeting on behalf of the Parish Council. The report is attached below.

It was:  
**RESOLVED** to receive the report.

**14. LAND TRANSFERS**

To consider a report from the Parish Clerk

The Parish Clerk gave a report. The report is attached below.

It was:

**RESOLVED** to receive the report.

**15. TRAFFIC MATTERS & ROAD SAFETY**

To receive and update on traffic matters.

The report is attached below.

**15.1 ZEBRA CROSSING AT JUNCTION OF LANCASTER GATE / EASTGATE**

It was:

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

**15.2 20MPH SPEED LIMIT**

The Parish Clerk attended a meeting, which was positively received, they are aware of safety issues because Councillors have been given the Cambourne tour and knew our concerns, it should be scored highly enough to get the grant, but enough has been set aside in the budget for the crossing.

It was recommended the type of speed calming is looked at carefully.

It was:

**RESOLVED** that the that the report be received and to delegate the review of the feasibility study to the Transport Working Party to make a recommendation to Full Council. Cllr P Hedges, Cllr D Jones, Cllr R Poulton and Cllr A Fisher agreed to be on the Transport Working Party.

**15.3 ADOPTION WORKS**

It was:

**RESOLVED** that the that the report be received

**16. CORRESPONDENCE**

Correspondence was received from Cambridgeshire County Council and Natalie Gray.

**16.1 CAMBRIDGESHIRE COUNTY COUNCIL**

The Parish Clerk proposed individual Councillors apply and complete the survey.

It was:

**RESOLVED** that the report be received and Councillors complete the survey individually.

## 16.2 NATALIE GRAY – ANNUAL FUNFAIR

It was:

**RESOLVED** that the report be received and the dates be agreed.

## 17 COMMITTEE REPORTS

To receive minutes of meetings of the following Committees and consider any recommendations contained therein:

18. **18.1 PLANNING COMMITTEE** held on 4<sup>th</sup> December 2019 PLN M296 and 18<sup>th</sup> December 2018 PLN M297.

**18.2 FINANCE & POLICY COMMITTEE** held on 18<sup>th</sup> December 2018 FIN M72

It was:

**RESOLVED** that the minutes be approved.

## 19. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Exclusion of the press and the public.

**MOVE:** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

## 20. STAFFING

The Parish Clerk report on current staffing recruitment.

It was:

**RESOLVED** that the report be received and the Councillors congratulate and send best wishes to the Deputy Clerk.

## 21. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Re-admittance of the press and the public.

**MOVE:** that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

## 22. DATE OF NEXT MEETING – 5<sup>th</sup> February 2019

The meeting closed at 20:51PM

Agenda Item 6

**Clerks Report**  
Council Meeting 15<sup>th</sup> January 2019

**Clerks Report since 4<sup>th</sup> December 2018**

1. Further correspondence with David Alexander and Alison Hopkins regarding works to the Blue School and transfer of it to the Parish Council work appears to be progressing very slowly.
2. Meeting with Cllr G Thompson and representatives from the Youth Footballs teams (except Cambourne FC) to discuss use of the pitches and parking problems. It was a productive meeting and work is ongoing to put procedures in place to help elevate issues and to work with the Cambridge Leagues to get a better spread of fixtures.
3. Attended the workshop with the County Council on electric charging points in the community a fuller report will made to a future meeting.
4. Meeting with the Cambourne 10k Committee and Community Development Officer to start the procedure for organising the next race to be held on Sunday 7<sup>th</sup> April 2019. The entries for the race opened December 2018.
5. Catch up meeting with Nigel Taylor Chairman of Cambourne Youth Partnership.
6. On the 14<sup>th</sup> December 2018 the staff had their Christmas meal, using toil time and this was thoroughly enjoyed. It gave all the team members a chance to meet properly in a less formal environment.
7. I also managed to take the two weeks over Christmas and New Year.

It is  
**RECOMMENDED** that the report be received.

Signed

Council Meeting 15<sup>th</sup> January 2019

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Agenda Item 8

**Councillor Vacancy**  
Council Meeting 15<sup>th</sup> January 2019

Confirmation has been received from South Cambs District Council that an election has not been called and that we can proceed with co-option. This had been accepted so an article was placed in the Cambourne Crier that was delivered early January. This has generated a good selection of potential candidates. All people expressing an interest have been acknowledged and sent a copy of:

- Elections all about Local Council
- Elections, Council Elections
- Elections Parish Councillor Job Description.

The application/nomination form has updated to incorporate the revised format used for the May 2018 elections, the details of this have been shared with Andrew Francis Election Officer at South Cambs.

It is

**RECOMMENDED** that the report be received and the co-option be on the agenda for the 5<sup>th</sup> February Council meeting, the candidates be requested to fill in an application form and provide a short statement with a maximum of 200 words, explain why they are interested in standing and what they will bring to the Council.



## Agenda item 9

### **Cambridgeshire County Council Report January 2019** **Mark Howell**

#### **New-look Child and Family Centres get seal of approval**

More than 9 out of 10 of people surveyed this winter said they valued Cambridgeshire County Council's Child and Family Centres.

In our recent Child and Family Centre survey 93% of the 330 people who shared their views online and at activity sessions agreed that provision - which was reshaped in April - was helpful. The survey ran from September to November 2018 to give families the opportunity to feedback on the new service, and to tell us how the transition period felt.

One respondent said they valued, "Being able to socialise and make new friends." Another said Child and Family Centres provided, "Somewhere to learn parenting skills for both new parents and parents who were experiencing difficulties". Another respondent said it was, "Useful to get advice and support from Family Workers and other staff."

Our refreshed and redesigned Child and Family Centre services launched in April 2018 to better meet the needs of a growing and rural county. The new model delivers services for families with children aged 0-19, and allows buildings to be used more flexibly bringing services closer to the communities which need them via an improved outreach offer.

One of the changes put in place was to run events and activities from a wider range of venues in new locations. Of those surveyed more than a third (36.67%) said they have attended a session delivered by their Child and Family Centre in an outreach venue such as a sports centre or village hall. One respondent said, "Some different venues, but same staff who are all great."

#### **Ready for the winter period and getting on top of the pothole problem**

Cambridgeshire Highways are ready for the winter period and getting on top of the pothole problem from last winter caused by Beast from the East.

Teams have already been out gritting eight times and filled 2,590 potholes so far this month (December).

In August, Cambridgeshire welcomed another two new specialist machines, known as the 'dragon patcher'. They have joined the county's first dragon which can repair up to 150 potholes a day, and is faster and quieter than traditional methods.

With five crews on the ground, plus three dedicated dragon patchers, the County Council is currently filling more than 1,000 potholes a week.

Last month, the Department for Transport announced extra funding which will benefit roads in Cambridgeshire. It means an extra £6.653 million will go towards helping fight the campaign on potholes in our county.

So far, we have used 821 tonnes of salt for gritting and have more than enough over this festive period.

#### **Guided Busway**

The Council understands there are local concerns about keeping pedestrians and cyclists as safe as possible when they use the pathways alongside the Guided Busway - particularly where numbers of people and cyclists are increasing as more businesses are expanding along the route.

In June this year, we reviewed the area with cycling experts, following which we have painted a white line with the warning, 'Beware of buses' on the southern section of the busway maintenance track.

Other representations – including a petition presented to the Highways and Community Infrastructure Committee by City Councillor Katie Thornburrow – have also led to the Council discussing further measures with Bus Operators on the Busway. As a result, they have agreed to reduce the speed of

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buses to 30mph on the city bound track from the Hills Road Bridge for a distance of around 875 metres, towards Long Road Bridge.

The new speed limit will begin this week and the signs have been put in place.

### **Fight against scams**

More than 20 organisations are signing up to a new partnership to intensify the fight against scams and to make Cambridgeshire and Peterborough a scam-free county.

Led by Cambridgeshire County Council and Cambridgeshire Police, the Against Scams Partnership unites more than 20 organisations, including Peterborough City Council, Trading Standards, Age UK, Neighbourhood Watch and NatWest Bank, who will work together to raise awareness of scams and to support victims of scams.

According to Action Fraud, 53% of people aged 65 or over have been targeted by scams and criminals. Being a victim of this crime can have devastating impact. These crimes are often targeted at people in our communities that are vulnerable for a variety of reasons, including poverty, isolation, frailty, disability, cognitive impairment, and by the very nature of them being specifically targeted.

Anyone can be a scam victim, regardless of age, gender, education or economic background; partners are committed to act on the Against Scams Partnership four key aims:

1. Improve awareness of scams
2. Increase protection for everyone, and especially vulnerable people, against scams
3. Implement consistent recording of scams and improve referral processes
4. Improve support for potential victims of scams

### **Provisional funding settlement for local government**

Cambridgeshire County Council's leader has given a mixed welcome to the government's provisional funding settlement for local government for 2019/20 announced today (December 13<sup>th</sup>).

Cllr Steve Count paid tribute to the support of the County's MPs in helping him in his efforts to reverse a plan which would have seen £7m taken back from local tax payers to be spent in other areas of the country, and to win a fairer funding deal for the county. But he expressed his surprise that Cambridgeshire and Peterborough remain the only devolved area of the country not to benefit from a Business Rate Retention pilot.

"I am pleased that the Secretary of State has confirmed that he is abolishing the negative RSG, which would have seen council tax payers in Cambridgeshire in effect handing £7m back to government to spend in other better funded areas in 2019/20 – and also that there will be more news soon about a fairer funding deal across local government as a whole." said Cllr Count.

"But I am surprised that we are not among the 15 council areas to have been included in a business rate retention pilot – the only devolved area not to benefit from this scheme- it is clear that the voices of everyone supporting this bid simply haven't been heard.

"As a county which sees enormous business growth in some areas, we need to be able to spread prosperity to parts of our county which struggle economically. It is vital business rates raised in the county should be available to benefit the county.

"The launch today of a further and more detailed consultation on the government's funding formula is welcome, as the tremendous underfunding of Cambridgeshire highlights the funding inequality between different areas of the country. This is something we have worked hard to highlight to Government, alongside our other Shire County colleagues.

"Hardly a month has gone by over the past year when I haven't taken an opportunity to lobby central government directly or via our MPs – as highlighted at Tuesday's Full Council meeting."

Core Government funding was around 30% of the council's service spending five years ago and this has now fallen to 13% reduced by more than £100m a year. But during this time the council has worked hard to keep its costs down by transformation, efficiency and commercialisation such as

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- Delivering shared services – both LGSS and sharing of key personnel with Peterborough. Nearly the entire management team is now shared across the two organisations
- Establishing a housing development company to deliver income of £4m a year to support front line services
- Developing a commercial portfolio to deliver £5m a year to support frontline services
- 

The Council has also invested significant sums in transformation projects to reduce its overall operating costs.

Despite this demand for services continues to rise, with increasing numbers of children requiring social care and support, demand for Special Educational Needs schools places rising along with the complexity of need, and a 20% increase in the past four years of the number of residents aged 85+

Claims that Cambridgeshire County Council's budget setting process led to a fraudulent budget have been refuted by the council's most senior finance officer.

Cllr Mike Shellens, chair of the council's audit and accounts committee, said at yesterday's Full Council meeting "For a budget to be put out based on figures that we know from past experience will not be forthcoming, is in my view putting in information which is incorrect, and incorrect information in a budget, makes it my view, fraudulent."

But in an email following the meeting, Chris Malyon, Council's Chief Financial Officer and Deputy Chief Executive, who has statutory responsibility for the financial affairs of the Council, told Members: "As Councillors you all have a statutory responsibility to set a balanced budget. In times of reduced government funding and increased demand for services this is not a straight forward process. However I robustly refute the phrase used that the budget was fraudulent"

Cllr Steve Count, Leader of Cambridgeshire County Council said: "As Chair of the Council's Audit and Accounts Committee Cllr Shellens has direct access to Gillian Beasley, the Chief Executive of the Council, to Chris Malyon, our Chief Financial Officer, to both internal and external auditors and to me as the Leader of the Council. He is also ultimately responsible for our whistleblowing policy.

"He has used none of these avenues to make any accusation of fraudulent behaviour, and to my knowledge before yesterday's meeting, had never raised this issue in any council meeting.

"For such a serious accusation to be made, by Cllr Shellens, without any evidence to substantiate that claim is incredible. I would urge him to put forward evidence to back up his claim, which I do not believe exists. However, if anything is submitted, I can assure everyone, it would be examined in full."

In addition Cllr Steve Count, has confirmed he has reported Cllr Mike Shellens for a breach of the Councillors Code of Conduct.

Agenda Item 12

**Budget 2019 – 2020**

Council Meeting 15<sup>th</sup> January 2019

The budget has been formulated to include all the requests from the Council and Committees; including the planned replacement of the maintenance equipment.

In the next financial year, there are no s106 monies due. These are expected to start coming through 2019-2020 subject to commencement dates for West Cambourne.

The main increases in the Budget over 2018/19 are:

- Staffing updated staffing structure, allowance for the approved National pay agreement.
- £24,000 per year for the next 2 years for Pedestrian Crossings (this is £6.38 per band D household).
- A further £25,000 towards replacement of Skate Park.
- Funding towards the introduction of 20 MPH speed reductions in Cambourne

As indicated in the 2018/2019 agreed estimates the budget has been based on a 3% increase in the band D rate which enables the Parish Council to meet the risk management threshold, for the next years 3 making allowance for the West Cambourne which will be coming on stream, the numbers of band D will be adjusted as required in future years.

The issue with balances addressed and resolved last year was caused by the Council maintaining the band D at the same level while costs were increasing, and the service and facilities were being delivered were increased/improved.

If the Council wishes to levy a precept that gives a zero band D increase the Parish Council will not be able to proceed with some of our aims like the pedestrian crossings, skatepark or road safety initiatives.

It is:

**RECOMMENDED** That the Draft Budget estimates be adopted and a precept of £514,120.00 be submitted to South Cambs District Council for the financial year 2019-2020.

Signed

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Agenda Item 14

**LAND TRANSFERS**  
Council Meeting 15<sup>th</sup> January 2019

Please find below an updated status report on current matters involving the Parish Council.

1. GC23/GC26, Greenway – MCA (58)

No change since my last Report.

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

No change since my last Report.

3. Cambourne Cricket Pavilion – MCA (62)

The Transfer is currently with the Land Registry for registration purposes.

4. Cambourne Youth Centre – MCA (63)

No change since my last Report.

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

I have provided a draft 'Letter of Intent', but otherwise there has been no change since my last Report.

(The draft letter is being reviewed by the Parish Clerk)

6. POS – Persimmon Homes (67)

No change since my last Report.

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

No change since my last Report.

8. POS – Bovis Homes (71)

No change since my last Report.

9. Land Parcels LC02, LC05, LC09 and LC14 – Taylor Wimpey (51)

I have heard further from TW's Solicitor and, subject to checking her final comments, I believe the Transfers are now agreed and hope, therefore, to have engrossments available for execution during the course of January.

It would, of course, be good to get all of the above matters concluded as early as is possible in 2019. To this end, could I ask you please to press your contacts at the Developers to progress matters and I will do likewise with the Solicitors involved.

With very best wishes for the New Year.

Kind regards,

Allison

**Allison Hopkins**

Senior Paralegal for Mills & Reeve LLP

The Parish Clerk has spoken to Randall Thorpe in relation to the MCA transfers and he is also bringing pressure on MCA to resolve the transfer hold ups.

Signed

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## **15. TRAFFIC MATTERS & ROAD SAFETY.**

### **15.1 ZEBRA CROSSING AT JUNCTION OF LANCASTER GATE / EASTGATE**

The Parish Clerk attended the Local Highway Improvement panel meeting on Monday 14<sup>th</sup> January 2019 to speak in support of the application. The panel will then make a recommendation to the relevant County Council Committee and we should know in March 2019 if we have been successful with the grant application.

It is  
**RECOMMENDED** that the report be received.

### **15.2 20MPH SPEED LIMIT**

The County Council has reviewed the request and produced a feasibility study on various options for achieving a 20mph speed limit throughout Cambourne. Option B is the preferred option on safety grounds. The estimated cost of the work is £87,376 but this is the worst case with a large number of speed cushions. The extent of the works is subject to a number of speed checks, if the roads average speed is below 24mph traffic calming will not be required, only signage. Attached is a copy of the project feasibility summary.

It is  
**RECOMMENDED** to delegate the review of the feasibility study to the transport working party to make a recommendation to Full Council.

### **15.3 ADOPTION WORKS**

MCA have commissions contractors to carry out adoption works to Back Lane from the hump back bridge, Lancaster Gate, Sterling Way, Eastgate, Sackville Way, De La Warr Way, part of the High Street (North End), Brace Dein and Mosquito Way. The works will commence late February early March with the carriageway works commencing in April 2019. The works are expected to last between 30 and 40 weeks. The works will include, re surfacing/re building stretches of the road and footpaths. Once these works have been carried out, all the roads leading off them can then be programmed for remedial works, ready for adoption.

It is  
**RECOMMENDED** that the report be received.