



# CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

## Parish Plan Action Summary – 28<sup>th</sup> February 2019

### Abbreviations:

Finance & Policy Committee – F & P  
 Leisure & Amenities Committee – L & A  
 South Cambs District Council – SCDC  
 Developers Consortium (McAlpine) – MCA  
 Taylor Wimpey East Anglia – TWEA  
 Cambourne Youth Partnership – CYP  
 Transport Planning Associates – TPA  
 Multi Use Games Area – MUGA  
 Police Community Support Officer – PCSO  
 Cambridgeshire County Council - CCC

J O'D – Cllr Joseph O'Dwyer (Chairman)  
 RP – Cllr Ruth Poulton (Vice Chairman)  
 PG – Cllr Gavigan (Chairman of Planning)  
 GT – Cllr Greg Thompson (Chairman of Leisure & Amenities)  
 SK – Cllr Simon Krintas  
 Clerk – John Vickery (Parish Clerk)  
 CDO – Jessica Lydon (Community Development Officer)

### Key:

**Council**      **Planning**      **Leisure & Amenities**      **Finance & Policy**      **Staff**

Section / Question No.	Parish Council Action	Notes	Who	Status
4.2 Q 1&2	Parish Council to carry out a survey of early years' childcare needs in Cambourne and communicate the results / findings to all relevant parties	This should include Inclusive provision. A questionnaire will be devised to ensure that all relevant and consistent information is obtained. Results will be reported to Council, all relevant parties and published on the website	RP J O'D	Under review <i>After reviewing the Early Years, the Cambridgeshire County Council carries out this annually to ensure sufficient places are available. The Parish Council requests</i>

				<i>updates on this process each year.</i>
<b>4.2 Q3</b>	Parish Council to liaise on an annual basis with the Local Education Authorities with a view to understanding and influencing the local pupil / student projection / forecast numbers in schools to ensure adequate availability of places.	The information will be requested from the Local Education Authority. Support from other councillors/ staff will be requested if required	RP	Ongoing
<b>4.2 Q4</b>	From the Question 3 action, Parish Council to pass relevant information to the existing Cambourne Primary Schools and in addition feed into the consultation process for the new two primary schools to be provided as part of the Cambourne West development.	Clerk to send most current information to Ian Trafford – Cambridgeshire County Council. The site provided is large enough for 3 form entry, but funding is only for 2 form entry.  Links to existing schools should be on the website.  A statement will be written for the S106 section of the website.	Clerk  GT  Clerk	<b>Completed with launch of new website - August 2017</b>  See 4.1
<b>4.2 Q5</b>	Parish Council to publish current provision of 6th form for Cambourne students and explore the possibility of provision in Cambourne.	Cambourne Village college to be contacted for confirmation of current 6 <sup>th</sup> provision now and in the future and prepare a statement for publication on the website.	Clerk GT	Underway, possible changes to provision. Discussions ongoing with the CCC <i>The 6<sup>th</sup> form is due to be provided in approximately 2024 once the expansion of Cambourne Village College has been completed for West Cambourne.</i>
<b>4.2 Q6, 7 &amp; 8</b>	Parish Council to: <ul style="list-style-type: none"> <li>Invite Cambourne Village College annually to attend a council meeting and report the adult education courses on offer, local resident uptake and the College's communication efforts with the local community.</li> </ul>	Request that a representative of Cambourne Village College attend the Annual Parish Meeting.	SK	<b>Annually</b>

	<ul style="list-style-type: none"> <li>Share the findings of the report with Cambourne Village College.</li> </ul>	The relevant sections of the report will be shared with Cambourne Village College.	Clerk SK	<b>Completed November 2017</b>
4.2	Parish Council to explore the possibility of a limited school bus service within Cambourne to serve local primary schools.	There will funds in the s106 for new bus services but this will not extend to running a school bus service within Cambourne. Stagecoach could be approached to consider a concessionary rate for school children. The legality of the Parish Council running a school bus service needs to be checked.	Clerk	Considered. No funds available therefore not feasible at this time
4.3 Q4, 5 & 6	<ul style="list-style-type: none"> <li>Develop and launch a new website. As part of this work, the Parish Council will take into account the comments received.</li> </ul>	New Website launched	GT Clerk CDO	<b>Completed – August 2017</b>
4.4 Q8	Parish Council to ensure an easy to use 'report it' function is made available to report street light problems.		GT	Completed with launch of new website – August 2017
4.5 Q2	<ul style="list-style-type: none"> <li>Summarise the list of forthcoming amenities with the Cambourne West development and feed the responses from the Parish Plan into future development considerations.</li> <li>Parish Council to invite Morrisons to explain their position on community use of the Market Square and publish outcomes.</li> </ul>	Comments from the Parish Plan to be incorporated into the design of facilities in West Cambourne.	Council Committees	Will be achieved when the appropriate trigger points are reached <i>See 4.1 for trigger points</i>
		A letter to be written to Morrisons in the first instance.	J O'D Clerk	Morrison's to be invited to talk to new Council after May 2018 <i>Draft a letter to Morrisons inviting them to Council meeting later this year</i>

4.6 Q 1-5	Parish Council to:			
	<ul style="list-style-type: none"> <li>Continue to lobby for an additional PCSO and communicate the outcome.</li> <li>Continue to lobby the Police and Crime Commissioner on the need of a staffed Police Enquiry Desk.</li> </ul>	These will be discussed at Council for further action.	Council	To be discussed at CPC meeting March 2018 Requested to attend meeting. Date to be rescheduled. <i>Police Commissioner attended Council meeting 4<sup>th</sup> September.</i>
	<ul style="list-style-type: none"> <li>Link to available crime statistics from the Police website.</li> </ul>	Link on the website	GT	<b>Completed with launch of the new website – August 2017</b>
	<ul style="list-style-type: none"> <li>Launch an appeal for village Neighbourhood Watch co-ordinators.</li> </ul>	This will be discussed at Council for further action. Police to be invited to Volunteers Event in November 2017	Council	Parish Council to promote the neighbourhood watch initiative at appropriate events – ongoing <i>Invite Neighbourhood Watch to join volunteers event March 2018 to recruit co-ordinators</i>
	<ul style="list-style-type: none"> <li>Ensure an easy to use 'report it' function is made available on its website to report graffiti problems.</li> </ul>	On the website.	GT	<b>Completed with launch of the new website – August 2017</b>
4.7 Q 1-8	<ul style="list-style-type: none"> <li>Maintain and develop partnerships with healthcare providers in Cambourne with a view to supporting funding applications and community healthcare initiatives.</li> </ul>	Representatives from the Surgery or the Patient Liaison Group will be invited to the next Network and Natter Meeting.	CDO	December 2017 Healthcare providers invited to Network and Natter meeting and to be invited to future meetings to ensure sharing of information
	<ul style="list-style-type: none"> <li>Run a series of open residents' meetings at which healthcare providers will be invited to speak.</li> </ul>	Liaise with the Patient Liaison Group regarding the setting up of open meetings.	CDO	To be looked into when first 2 items have been resolved (Note: Monkfield Medical

	<ul style="list-style-type: none"> <li>Share with the community the issues relating to healthcare in Cambourne and the actions taken by the Parish Council.</li> </ul>	Up to date information on the current situation with the surgery and dental practice is required. A Working Party to be created at the September Council meeting.	Council	<p>Practice already have patient forums)  Reviewed holding meetings but considered that the Monkfield Medical Practice patient forums are the best way of ensuring contact between the practice and patients. The Parish Council will promote if requested.</p> <p>Information to be collated by healthcare working group</p>
4.8 Q3	Parish Council to: <ul style="list-style-type: none"> <li>Consider providing an enclosed area where dogs can exercise off leads.</li> </ul>	To be discussed by the L & A Committee in conjunction with the Wildlife Trust.	L & A Committee Wildlife Trust	Agenda item on 2018 L&A meeting <i>Discussions ongoing</i>
4.8 Q4	<ul style="list-style-type: none"> <li>Website 'report it' function to enable it easier to report littering in children's play areas.</li> </ul>	On the website.	GT	<b>Completed with launch of the new website – August 2017</b>
4.8 Q5	<ul style="list-style-type: none"> <li>Request South Cambs District Council to not charge for second blue bin – in line with Cambridge City Council.</li> </ul>	Letter to be written to South Cambs District Council.	Council	Currently SCDC no longer charge for second blue bin.

4.9 Q5	Parish Council to: <ul style="list-style-type: none"> <li>• Feed the results of the survey as part of their ongoing input into the City Deal process.</li> </ul>	Much of the information has already been taken into account. The relevant sections will be sent to the City Deal and comments requested.	Clerk	Information was passed on to the City Deal during workshops held. <b>Completed</b>
	<ul style="list-style-type: none"> <li>• Lobby the appropriate local authority for subsidised bus service from Cambourne to St Neots.</li> <li>• Lobby for restricted vehicle exit in Upper Cambourne and share plans with community on what modes of transport can use it (e.g. cyclists, pedestrians).</li> </ul>	TPA to be contacted.  The provision of the bus link has a full pedestrian and cycle path. The timescale for the provision of this to be published on the website.	Clerk  Clerk GT	Commenced January 2017 and ongoing  The bus lane provision is prior to the first occupation of West Cambourne which is expected Autumn 2019. <i>Planning application submitted January 2019.</i>
4.9 Q9	<ul style="list-style-type: none"> <li>• Support dedicated cycle routes to Cambridge as part of the Local Plan / City Deal process.</li> <li>• Continue to push for the joining up of broken cycle routes in Cambourne</li> </ul>	This forms part of the Transport Assessment for Cambourne West and will be followed up.  This forms part of the infrastructure agreement for Cambourne West.	Council	S106 has provision for contribution towards cycle route to Cambridge with completion to be prior to 780 <sup>th</sup> dwelling occupation date.  Programme is being drawn up as part of the infrastructure works for West Cambourne and will be published as soon as plans completed
4.9 Q11	<ul style="list-style-type: none"> <li>• Request funding from the developers to improve the signage to public car parking.</li> </ul>	Current signage to be assessed in the first instance.	Office	Request made to the developers and negotiations ongoing. Some of the carpark

				<p>signage is covered by the contractor signage around the village</p> <p><i>Signage to be reviewed</i></p> <p>Revised map of Cambourne shows the location of car parks</p>
<b>4.9 Q13</b>	<p>Parish Council to:</p> <ul style="list-style-type: none"> <li>Publish plans for the provision of pedestrian crossings in Cambourne and lobby highways authority for their delivery.</li> </ul>	<p>Underway via the Pedestrian Crossing Working Party. A traffic count carried out in 7 locations of which 3 met the criteria for the possible provision of a zebra crossing and applications have been made for those sites under the Local Highways Improvement Initiative. These are due to be considered in February 2018</p> <p>The next round of Minor Works funding has been released to be considered at the September Council meeting.</p>	<p>Pedestrian Crossing Working Party</p> <p>Council</p>	<p>Commenced September 2017 and ongoing</p> <p>An application was submitted for zebra crossings to Minor Works funding at CCC and information should be received April 2018 regarding funding (or not) being available</p> <p>The first Zebra Crossing to be installed prior to April 2019 on the junction of School Lane and Swansley Lane</p> <p><i>Second crossing applied for September 2018 and result due to be received April 2019 for installation prior to April 2020</i></p>
	<ul style="list-style-type: none"> <li>To provide regular updates on the latest round of waiting restrictions (yellow lines).</li> </ul>	<p>To be published on the website.</p>	<p>Clerk GT</p>	<p><i>The next phase will be proceeded with once the adoption works in</i></p>

				<i>Back Lane, Sackville Way and De La Warr Way have been completed Autumn 2019.</i>
<b>4.9 Q15</b>	Parish Council to explore proposals for 20mph zones (around schools).	The Council delegated to the Transport Working Party held in September to consider a recommendation on speed limits in Cambourne. This was considered by Council in October where they agreed to request the County Council to implement a blanket 20mph speed limit in Cambourne	Council	Commenced September 2017 and ongoing  Submission to County Council Summer 2018.
<b>4.13</b>	Parish Council to: <ul style="list-style-type: none"> <li>Publish the rules for road adoption and the latest adoption plans.</li> </ul>	The existing Road Adoption map is not very user friendly. An alphabetical list of adopted roads would be more useful.	Office	Work is ongoing on production of an indexed list and map of adopted roads should be published Summer 2019
	<ul style="list-style-type: none"> <li>Encourage BT to complete their fibre optic provision in Cambourne</li> </ul>	To be considered by the Council. Residents to be requested to feed in information regarding problem areas.	Council	The Parish Council to explore other providers Alternative providers contacted  Ongoing