



# CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

## Parish Plan Action Summary – 26<sup>th</sup> June 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
4.1	Parish Council to publish on the Council website a timeline of the Developer responsibilities and commitments with regard to their fulfilment of the infrastructure and facilities planning obligations (Section 106 Agreement)	Report to be written by the Parish Clerk in conjunction with the Chairman of Planning and typed up by office staff for publication on the website.	Office PG GT	To be completed by the end of 2017 Revised due to delayed S106 completion. Objective to be completed by May 2018
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.	RP J O'D	Under review After reviewing the Early Years, the

		Results will be reported to Council, all relevant parties and published on the website		Cambridgeshire County Council carries out this annually to ensure sufficient places are available. The Parish Council requests updates on this process each year <i>The Chairman and Vice Chairman will meet with the Children's Centre</i>
4.2 Q3	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  <i>Links to Cambridgeshire County Council signposted on the Council website</i>
4.2 Q4	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
4.2 Q5	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 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.
<b>4.2 Q6, 7 &amp; 8</b>	<p>Parish Council to:</p> <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> <li>Share the findings of the report with Cambourne Village College.</li> </ul>	<p>Request that a representative of Cambourne Village College attend the Annual Parish Meeting.</p> <p>The relevant sections of the report will be shared with Cambourne Village College.</p>	<p>SK</p> <p>Clerk SK</p>	<p><b>Annually</b> <i>Link on Town Council website</i></p> <p><b>Completed November 2017</b></p>
<b>4.2</b>	Parish Council to explore the possibility of a limited school bus service within Cambourne to serve local primary schools.	<p>There will funds in the s106 for new bus services but this will not extend to running a school bus service within Cambourne.</p> <p>Stagecoach could be approached to consider a concessionary rate for school children.</p> <p>The legality of the Parish Council running a school bus service needs to be checked.</p>	Clerk	<b>Considered. No funds available therefore not feasible at this time</b>
<b>4.3 Q1</b>	Parish Council to explore with 'service providers' the option to provide evening and weekend entertainment such as 'pop up' events.	This is a long term objective of the role of the CDO and requires further discussion.	F & P Committee CDO	<p>Ongoing Research being carried out CDO to research Pop-Up entertainment.</p> <p>Working with service providers such as hotel, pub, coffee shop, pop-up food stalls, schools and community groups to publicise events to increase visibility.</p> <p><i>The Leisure &amp; Amenities committee are working on Pop-Up Cinema. We are working with Wildlife</i></p>

				<i>Trust on a 2 day music festival and we have successfully worked with 3 local businesses to run up Pop-Up food stalls.</i>
<b>4.3 Q2</b>	Parish Council to publicise / publish local events listings on the Council website and other media.	This is underway with the launch of a Community Events Facebook page and Timedrop account. CDO to liaise with the new community website.	CDO	Commenced July 2017 and ongoing
<b>4.3 Q3</b>	Parish Council will continue to encourage community events and make clear what Council facilities and resources are available to the community to use with such events.	This is part of the remit of the CDO and will be ongoing. List of available resources to be published on the website.	CDO	Research being carried out Ongoing CDO to work on promotional material of what the PC does and doesn't do to sign post people in the right direction. Will be published on community noticeboard in Hub, social media and website, and used in events at PC stall. <i>Booklet has been produced and continually updated as required.</i>
<b>4.3 Q4, 5 &amp; 6</b>	Parish Council to: <ul style="list-style-type: none"> <li>Consider a communication strategy.</li> </ul>	Existing Social Media Communications policy to be reviewed.	P Hedges Clerk F & P Committee Council	Policy to be in place by July 2019
	<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>

	<ul style="list-style-type: none"> <li>Parish Council to work with the Cambourne Youth Partnership to ensure that the voice of the youth of Cambourne is heard and considered. <i>(Repeated in Young People section)</i></li> </ul>	<p>The possibility of a Youth Council will be explored and a strategy set up.</p> <p>CDO to look into arranging visits to youth groups and schools.</p>	<p>Clerk SK</p> <p>CDO</p>	<p>To be progressed in 2019</p> <p><i>CDO to liaise with schools to investigate possibility of a Youth Council.</i></p> <p>Commenced 2018 and ongoing</p>
4.4 Q1	<p>Parish Council to:</p> <ul style="list-style-type: none"> <li>In partnership with the Cambourne Youth Partnership (CYP) to submit a planning application, informed by young people, for a bespoke Youth Building by no later than September 2017 to replace the Soul Building.</li> </ul>	<p>Work is being progressed and meetings held with the CYP and architects.</p> <p>Update to be published on the website.</p>	<p>Clerk</p>	<p>Commenced May 2017</p> <p>Planning application submitted January 2018 with decision expected by April 2018</p> <p>Planning approval received 20<sup>th</sup> April 2018. Work being carried out on releasing funding ahead of S106 funding becoming available.</p>
	<ul style="list-style-type: none"> <li>Consider continuing funding the CYP and the provision of a youth programme and worker / officer.</li> </ul>	<p>To be considered at the budget setting meeting of Finance &amp; Policy Committee and Council.</p> <p>Update to be posted on the website once the budget has been set.</p>	<p>Council</p> <p>Clerk</p>	<p>2019/20 funded but no 2020/21 funding. To be reviewed when budgets are being set and then annually reviewed.</p> <p>Annually</p>
4.4 Q2	<p>Parish Council to:</p> <ul style="list-style-type: none"> <li>Conduct a parish wide audit of the dog waste bins and litter bins to establish usage, positioning and waste collection requirements.</li> </ul>	<p>There is an existing map of the location of all dog and litter bins. There have been issues with householders using litter bins for overspill household waste. There have also been issues with the SCDC collection of the bins they are responsible for.</p> <p>A map showing the location of all litter, dog, recycling and grit bins to be published on the website.</p>	<p>Clerk</p> <p>Office Head</p> <p>Groundsman</p>	<p><b>Completed and published on website June 2018</b></p>

	<ul style="list-style-type: none"> <li>Publish information on how to obtain an allotment and the rules and regulations of an allotment tenancy.</li> <li>Make available information on all Council assets on the Council website with a view to providing transparency of cost, explaining responsibility of usage and allocation criteria.</li> </ul>	<p>The possibility of putting stickers on bins detailing who to contact if the bin is overflowing will be investigated. Article on the use of grit bins to be placed in the Cambourne Crier.</p> <p>Information to be collated and published as part of the Facilities section of the website.</p> <p>Current information on the existing website to be reviewed and updated. Copy of the bookings package to be put on the website.</p>	<p>CDO</p> <p>Clerk Office GT</p> <p>Clerk Office GT</p>	<p>Stickers to be placed on all bins by end of June 2018 November 2018</p> <p>Published August 2017. To be reviewed annually.</p> <p>Published August 2017. To be reviewed annually.</p>
4.4 Q3	Parish Council to conduct a comprehensive audit of the facilities/ buildings with a view to establishing suitable disabled access.	This will be done as part of the facilities audit being undertaken by the CDO. A list of requirements for accessible access will be drawn up prior to the audit.	CDO J O'D	Commenced July 2017 and ongoing Accessibility of buildings established in new booklet – review and ongoing
4.4 Q4	Parish Council to publish current capacity of existing facilities and future provision from Cambourne West.	This information is on the price list for bookings.	Office	Completed with launch of new website – August 2017 Booklet completed 2018 See 4.1 West Cambourne <i>Booklet to be updated with new information</i>
4.4 Q5	Parish Council to take into consideration the specific comments made in response to the questionnaire when informing the shape and type of future facilities and resources in Cambourne.	To be taken in to account when considering planning applications and future facilities.	Council Committees	Commenced November 2016 and ongoing
4.4 Q8	Parish Council to ensure an easy to use 'report it' function is made available to report street light problems.		GT	<b>Completed with launch of new website – August 2017</b>

4.5 Q1	Parish Council to: <ul style="list-style-type: none"> <li>Continue its commitment to bring a Post Office to Cambourne and provide explanation of the challenges together with regular updates via its website and other media.</li> <li>Reiterate to the community what the situation is regarding commercial buildings.</li> </ul>	<p>A temporary solution of a Mobile Post Office has been achieved Planning Committee to work towards a long term solution.</p> <p>Statement to be prepared in conjunction with Duncan Mason (Newcrest) and McCarthy Stone for publication on the website.</p>	<p>Clerk Planning Committee</p> <p>Clerk PG GT</p>	<p>Commenced with mobile Post Office in September 2017 and ongoing <i>Mobile Post Office extended to 2 days February 2018</i></p> <p>Completed and to be updated regularly To be progressed</p>
	<ul style="list-style-type: none"> <li>Provide explanation on the planning process and share results from Parish Plan with retail developers.</li> </ul>	<p>An explanation on the Planning process to be requested from Ed Durrant, SCDC and prepared for publication on the website.</p> <p>Relevant sections of the Parish Plan to be shared with Duncan Mason and McCarthy Stone and their comments requested. Andrew Wilson TWEA also to be copied in.</p> <p>Comments to be fed back to Council.</p>	Clerk	<p>To be completed before July 2018 This has been requested, <i>but Ed Durrant has left SCDC and new permanent replacement has not been appointed.</i></p> <p>Information passed on whenever new retail developers express interest in developing parts of the High Street etc.</p> <p>Comments awaited</p>
4.5 Q2	Parish Council to: <ul style="list-style-type: none"> <li>Outline current position and commit to pursuing swimming pool options in Cambourne.</li> </ul>	Rough costings and an outline of the process required to progress the project to be presented as a confidential item at a Council meeting.	Clerk	<p>Initial report presented to CPC meeting M170 September 2017 <i>Work being carried out to assess viability ready for the release of funds</i></p>

	<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> </ul>	The Heads of Terms have been agreed and the S106 Agreement is being finalised. Once these become public documents a summary of forthcoming amenities to be published on the website.	Clerk GT	<p><i>from West Cambourne. See 4.1 for timetable</i></p> <p>S106 completion delayed. To be completed by July 2018 <i>See 4.1</i></p>
		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>
	<ul style="list-style-type: none"> <li>Share the current plans for High Street with the community.</li> <li>Explore options for a dedicated teen social space.</li> <li>Explore with older youth options for outdoor equipment.</li> <li>Share current plans on 'free to play' basketball courts.</li> </ul>	<p>The current High Street plans are part of Section 4.5 Q1 Bullet points 2 &amp; 3 and will be shared when received.</p> <p>If a Youth Council is set up this is something that they would consider within set budgets and in consultation with the Parish Clerk. Otherwise this will be in consultation with the CYP.</p> <p>The informal MUGA will be listed on the Facilities page on the website. An update on the provision of basketball will be posted as a news item on the website. Plans for the informal MUGA will be shared when received.</p>	Council Clerk CDO	<p>Negotiations commenced May 2017 and ongoing</p> <p>Future project in consultation with CYP and Cambourne VC <i>In relation to Section 4.3, third point.</i></p>
	<ul style="list-style-type: none"> <li>Consider providing football goalposts near / on Eco Park.</li> </ul>	This has been discussed previously by the L & A committee and it was considered to be an unsuitable area.	Clerk GT	<p><b>Construction completed and opened May 2018</b></p> <p>To be discussed at the L &amp; A meeting in November 2017 The new informal MUGA will be equipped with goalposts for informal kickabout <b>Completed May 2018</b></p>



	<ul style="list-style-type: none"> <li>Parish Council to invite Morrisons to explain their position on community use of the Market Square and publish outcomes.</li> </ul>	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	<p>Parish Council to:</p> <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. Police Commissioner attended Council meeting 4 <sup>th</sup> September. <i>Ongoing</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	<i>Town Council to promote the neighbourhood watch initiative at appropriate events – ongoing</i> <i>Meet with Cambourne Policing team to progress Neighbourhood Watch and Police Volunteers.</i> <i>Spring 2019</i>
	<ul style="list-style-type: none"> <li>Continue its efforts to recruiting additional volunteers for graffiti removal.</li> </ul>	Will be part of the Volunteers Fair to be held in November and publicised on the website.	CDO	Annually <i>CDO to organise Volunteers Fair 2019</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	Parish Council to: <ul style="list-style-type: none"> <li>Pass the comments and suggestions from the respondents to the Healthcare Providers and request a response.</li> </ul>	Relevant sections will be emailed to the Practice Managers of the doctors and dental surgeries.	Clerk Council	Documents passed to healthcare providers Autumn 2017. Healthcare working group convened Spring 2018 Meetings held with NHS England, the Clinical Commissioning Group for Cambridge, health providers and PC in June 2018. Further meetings to be held.
	<ul style="list-style-type: none"> <li>Ensure the residents' views are taken into account when funding for extra healthcare services in Cambourne is spent.</li> </ul>	Relevant information will be fed in to the s106 negotiations and a meeting with Heidi Allen MP will be arranged.	Clerk J O'D RP	As above
	<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> <li>Run a series of open residents' meetings at which healthcare providers will be invited to speak.</li> </ul>	<p>Representatives from the Surgery or the Patient Liaison Group will be invited to the next Network and Natter Meeting.</p> <p>Liaise with the Patient Liaison Group regarding the setting up of open meetings.</p>	<p>CDO</p> <p>CDO</p>	<p>December 2017 Healthcare providers invited to Network and Natter meeting and to be invited to future meetings to ensure sharing of information To be looked into when first 2 items have been resolved (Note: Monkfield Medical Practice already have patient forums) Reviewed holding meetings but</p>

	<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>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 <i>This is currently being pursued and anticipate more information by June 2019 once Clinical Commissioning Group have reviewed group working of medical practices</i></p>
<b>4.8 Q1</b>	Parish Council to continue its efforts to have open spaces in Cambourne protected.	Part of the ongoing work on Local Green Space Designation.	Planning Committee	Commenced October 2016 and ongoing Largely successful but some areas not included but had other protection put in place <i>This was covered when the Local Plan was adopted September 2018.</i>
<b>4.8 Q3</b>	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 Discussions ongoing <i>Update to July 2019 Council meeting</i>

	<ul style="list-style-type: none"> <li>Ensure all dog bins have clear identification / contact details stickers.</li> </ul>	Stickers to be designed and ordered	Head Groundsman Office	See 4.4 Q2
	<ul style="list-style-type: none"> <li>Consider increasing the size of existing signage at the Sports Pitches.</li> </ul>	To be discussed by the L & A Committee	L & A Committee	Agenda item for April 2018 L&A meeting Revised signage being produced - pending decision on branding
4.8 Q4	Parish Council to: <ul style="list-style-type: none"> <li>Seek to expand its volunteer litter picking service.</li> </ul>	Will be part of the Volunteers Fair to be held in November and publicised to the website.	CDO	Annually  Community Action Day took place in May 2018 which recruited 12 new litter pickers in Cambourne  <i>Volunteer event and second community action day to be held in 2019</i>
	<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	Parish Council to: <ul style="list-style-type: none"> <li>Continue its programme of installing street recycling bins and communicate their locations.</li> </ul>	Covered under Section 4.4 Question 2	Office Head Groundsman GT	Commenced and ongoing 10 recycling bins installed to date <i>Provision in budget 2019/2020 to extend the number of bins by at least 5.</i>

	<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.
	<ul style="list-style-type: none"> <li>Progress the plans for using the power produced by the wind turbine near the Great Cambourne allotments and publicise the outcome.</li> </ul>	The transfer documents for the transfer of the wind turbine have been signed and returned to the solicitors awaiting execution. A statement to be prepared for publication on the website.	Clerk GT	Commenced February 2014 and ongoing Planned to be connected before September 2019.
<b>4.9 Q5</b>	<p>Parish Council to:</p> <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>Initiate workshops with service providers with a view to reviewing bus services.</li> </ul>	Stagecoach, other providers, MCA and Transport Planning Associates (TPA) will be invited to attend a workshop	Clerk	Discussions ongoing with developers in relation to provisions required for West Cambourne development
	<ul style="list-style-type: none"> <li>Obtain permission to install a bus shelter in Broad Street.</li> </ul>	This has been requested and will be followed up.	Clerk	<i>Ongoing, but being reviewed as part of the revised bus routes through Cambourne as part of the new bus link between Sterling Way and Broadway.</i>

	<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>	<p>TPA to be contacted.</p> <p>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.</p>	<p>Clerk</p> <p>Clerk GT</p>	<p>Commenced January 2017 and ongoing <i>There is provision in the s106 for West Cambourne details to be published when available, Summer 2019</i></p> <p>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></p>
	<ul style="list-style-type: none"> <li>Continue to engage with the City Deal process and report updates back to the residents.</li> </ul>	<p>A link to the City Deal website to be published on the website.</p>	<p>GT</p>	<p><b>Completed with launch of the new website – August 2017</b></p>
4.9 Q9	<p>Parish Council to:</p> <ul style="list-style-type: none"> <li>Publish comprehensive map of cycle paths around Cambourne.</li> </ul>	<p>An updated map has been requested from Randall Thorp and will be updated on the website when received.</p>	<p>CDO GT</p>	<p>Completed with launch of the new website – August 2017 (Annual review) <i>Updated November 2018</i></p>
	<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>	<p>This forms part of the Transport Assessment for Cambourne West and will be followed up.</p> <p>This forms part of the infrastructure agreement for Cambourne West.</p>	<p>Council</p>	<p>S106 has provision for contribution towards cycle route to Cambridge with completion to be prior to 780<sup>th</sup> dwelling occupation date. <i>See 4.1</i></p> <p>Programme is being drawn up as part of the</p>

				infrastructure works for West Cambourne and will be published as soon as plans completed <i>August 2019</i>
<b>4.9 Q10</b>	<p>Parish Council to:</p> <ul style="list-style-type: none"> <li>To influence planning authority on parking provision.</li> <li>Ensure parking problems can be reported through its website.</li> </ul>	<p>The level of parking provision has been upgraded in West Cambourne. A statement explaining the parking provision levels will be prepared for publication on the website</p> <p>Parking provision will be taken into account when considering planning applications.</p> <p>On the website</p>	<p>Clerk</p> <p>Planning Committee</p> <p>GT</p>	<p>Parish Council has requested that the Design Guide for West Cambourne has adequate parking provision at all developments. The Design Guide is due to be published prior to end of Summer 2018 for consultation. <i>Due to be approved February 2019.</i></p> <p>Ongoing</p> <p><b>Completed with launch of the new website – August 2017</b></p>
<b>4.9 Q11</b>	<p>Parish Council to</p> <ul style="list-style-type: none"> <li>Feedback to the owners of Caxton House comments from the Parish Plan regarding the design and running of the car park.</li> <li>Request funding from the developers to improve the signage to public car parking.</li> </ul>	<p>Meeting held with Michael Westwood of Carter Jonas and all comments passed on.</p> <p>Current signage to be assessed in the first instance.</p>	<p>Clerk</p> <p>Office</p>	<p>Completed September 2017</p> <p>Request made to the developers and negotiations ongoing. Some of the carpark</p>

				<p>signage is covered by the contractor signage around the village</p> <p><i>Signage to be reviewed regularly</i></p> <p>Revised map of Cambourne shows the location of car parks <i>On Town Council website</i></p>
	<ul style="list-style-type: none"> <li>• Publish a car park map of Cambourne.</li> </ul>	<p>The Google maps link on the website does show parking as does the cycle/footpath map. Randall Thorp will be requested to produce a map highlighting the car parks to make it clearer.</p>	CDO	<p>Working with Randall Thorp to ensure revised Cambourne map clearly identifies all carparks <i>Completed November 2018</i></p>
	<ul style="list-style-type: none"> <li>• Explore the possibility of erecting some 'You Are Here' maps around Cambourne.</li> </ul>	<p>These could be built into new notice boards that are required for the three existing villages and for West Cambourne. Prices to be obtained</p>	Office	<p>By end of 2017</p> <p>Design for signage being produced but awaiting updated Cambourne map. Signs should be in place by Summer 2018 <i>Quotations received - pending decision on branding</i></p>



	<ul style="list-style-type: none"> <li>Investigate the possibility of additional parking for the sports centre and fields.</li> <li>Scrutinise planning applications to ensure parking provision is provided to meet the Design Guide and Local Plan.</li> <li>Council and developers to consider lifestyles and location when planning: <ul style="list-style-type: none"> <li>Off-road space for at least two cars per household, more for larger houses.</li> <li>Garages provided are too small for modern cars.</li> </ul> </li> </ul>	<p>To be discussed by the Planning and L &amp; A Committees</p> <p>Part of the remit of the Planning Committee.</p> <p>Covered under Section 4.9 Question 10</p> <p>These were in the original 3,300 homes. The ones for the 950 were larger and this lesson will be taken into account in Cambourne West.</p>	<p>Planning and L &amp; A Committees</p> <p>Planning Committee</p> <p>Planning Committee</p>	<p>To be considered with any extension of sports centre</p> <p>Ongoing</p> <p>Ongoing</p> <p>West Cambourne Design Guide will mirror 950 larger garages as it has become part of the Local Plan requirements <i>Adopted September 2018 Design Guide to be approved February 2019</i></p>
<p><b>4.9 Q13</b></p>	<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</p>

	<ul style="list-style-type: none"> <li>To provide regular updates on the latest round of waiting restrictions (yellow lines).</li> </ul>	To be published on the website.	Clerk GT	<p>April 2019 on the junction of School Lane and Swansley Lane</p> <p><i>Second crossing £10,00 grant was offered by the County Council. The crossing to be installed prior to April 2020</i></p> <p><i>The next phase will be proceeded with once the adoption works in Back Lane, Sackville Way and De La Warr Way have been completed Winter 2019.</i></p>
<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	<p>Commenced September 2017 and ongoing</p> <p><i>Submission to County Council Summer 2018. Speed counts on the 30mph roads to be carried out to determine mean speeds so the extent/type of traffic calming and be agreed Autumn 2019</i></p>
<b>4.10 Q 1&amp;2</b>	<p>Parish Council to:</p> <ul style="list-style-type: none"> <li>Request CVC to regularly share events with Parish Council.</li> <li>Parish Council to invite residents' suggestions on future public arts (e.g. Sculpture).</li> </ul>	<p>Information on events to be requested and shared on Parish social media platforms.</p> <p>Council to draw up a strategy for Public Art and suggestions will be invited once s106 funding is released.</p>	<p>CDO</p> <p>CDO</p>	<p>Ongoing</p> <p><i>Public Art Strategy has been published of the Discharge of Conditions</i></p>

				<i>for West Cambourne and will be publicised once adopted.</i>
<b>4.11 Q1,2, &amp; 3</b>	The Parish Council, following the granting of Planning Permission for the expansion to the west of Cambourne, will monitor the implementation of the associated Section 106 agreement. We will do all we can, within our power, to ensure that the required infrastructure and facilities are supplied to meet the growing need. The details of the Section 106 agreement will be published on the Parish Council's web site, along with updates on its progress.	This relates to section 4.1. Updates will be posted on the website at appropriate times. An explanation of trigger points will be put on the website.	Clerk	Monitoring will begin February 2018 and continue over the life of West Cambourne build out  <i>S106 details to be published once Development Phasing document has been approved Spring 2019.</i>
<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  <i>Rules of adoption awaited from the County Council Summer 2019</i>
	<ul style="list-style-type: none"> <li>• Feedback comments regarding the 'Heart of Cambourne' to MCA and the retail and employment developers.</li> <li>• Feedback residents' views to transport providers and request a response.</li> <li>• Feedback comments regarding paths around the lakes to the Wildlife Trust and MCA.</li> </ul>	<p>This is covered under section 4.5. Relevant sections will be shared with retail developers.</p> <p>Relevant sections will be shared with transport providers.</p> <p>Relevant sections to be sent to the Wildlife Trust and MCA.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>	<p>Meeting being arranged with the retail developers</p> <p><i>The paths are being monitored by the Wildlife Trust and MCA to assess the repairs required</i></p>

	<ul style="list-style-type: none"> <li>Encourage BT to complete their fibre optic provision in Cambourne</li> </ul>	<p>To be considered by the Council. Residents to be requested to feed in information regarding problem areas.</p>	<p>Council</p>	<p>The Parish Council to explore other providers Alternative providers contacted</p> <p><i>The Town Council to continue to pursue BT to complete their fibre optic provision in Cambourne</i></p> <p><i>Investigation carried out with residents and there was insufficient demand for an alternative provider.</i></p>
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