



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at the Hub Community Centre on Tuesday 7th June 2022.
Meeting commenced at 19:18.

Present:

Cllr J O'Dwyer (Chairman)	Cllr D Jones
Cllr R Poulton (Vice Chairman)	Cllr P Mehta
Cllr A Ahmed	Cllr F Panrucker
Cllr N Akhter	Cllr J Panrucker
Cllr S Bhattacharya	Cllr J Patel
Cllr P Gavigan	Cllr G Thompson
Cllr R Jayaraman	

In attendance: John Vickery - Town Clerk
Ellie Lydon - Committee Clerk

3 members of the public were in attendance.

1. **APOLOGIES**

Apologies for absence were received from Cllr Achall, Cllr Fisher, Cllr J Ramachandran, Cllr A Siddiqui, Cllr H Touheed. Acceptable reasons for absence were given.

Cllr J Patel gave his apologies for being late.

It was:

RESOLVED to accept the apologies from Cllr Achall, Cllr Fisher, Cllr J Ramachandran, Cllr A Siddiqui, Cllr H Touheed and Cllr J Patel's apologies for being late.

2. **MINUTES OF LAST MEETING**

To approve as a correct record the minutes of the Annual Council Meeting ACM17 held on 17th May 2022.

It was:

RESOLVED that the minutes of the Annual Council Meeting ACM17 be approved and signed.

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

4. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked the Town Council staff and volunteers who contributed to putting on the Jubilee Picnic in the Park on Friday 3rd June 2022, it was a very good day enjoyed by many.

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5. POLICE MATTERS

The Town Chairs Group and Town Clerk met with the Police and Crime Commissioner and as a result of that meeting, we successfully got a grant of £3,500 to go towards the fitting out of the youth building.

In the Police Community Meeting on Friday 20th May 2022 discussions, the police were asked for more attendance and visibility in Cambourne. Since the meeting there has been an increase seen in both officers cycling and walking around Cambourne and more police updates on their Facebook page.

It was:

RESOLVED to receive the report.

Cllr Bhattacharya joined the meeting at 19:26 during the following item

6. GREATER CAMBRIDGE PARTNERSHIP

To receive an update from The Cambourne to Cambridge Project Team.

Jo Baker, Project Manager and Laura Gates, Communications Lead from Greater Cambridge Partnership were in attendance to deliver an update on the Cambourne to Cambridge project and answer questions from Councillors.

The consultation is live on the Greater Cambridge Partnership website and there will be no mass deliveries of paper copies unless specifically requested. Cambourne 2 Cambridge new public transport route proposed by Greater Cambridge Partnership is to link Cambourne to Cambridge with a bus route and an active travel path. It will be a dedicated busway with no access for private cars and have targets to increase biodiversity by replacing any trees removed with more trees than is lost.

The proposed stops would be in Cambourne, Bourn Airfield, Coton, Hardwick and West Cambridge and we are interested to hear Councillors views on where the bus stop should be sited in Cambourne and the location of Cambourne's travel hub.

The public consultation will be published online, and then subject to approval the proposal will be taken to Cambridgeshire County Council. If they are minded to approve, we will then submit the Transport Works Act Order (TWAO) to the Department of Transport likely in late 2022. We then look to start construction in 2024, with aim for completion in 2026.

The consultation closes at midday on Monday 11th July 2022 and all materials are online [Greater Cambridge Partnership - Greater Cambridge Partnership](#) and the survey can also be completed online.

Please can you encourage the community to review the materials online and complete the survey.

If the brochure is need in large print, braille, or other formats please call 01223 699906.

We are holding multiple consultation events on Monday 20th June (Webinar) and drop in events on Tuesday 14th June (Cambourne Village College) and

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Thursday 30th June (Selwyn College) and we are also attending as many Parish Council meetings in the area as we can.

The Town Council can respond to the survey online or send in a written submission.

Q: What are the proposed journey times?

A: The journey times were previously published, however since covid the times may vary. Updated proposed journey time can also be sent to Councillors.

Q: Are the footpaths to be shared by pedestrian and cyclists. Will there be signage to separate them?

A: One way to split the footpath is by direction, which may vary in different areas depending on how much pedestrian activity there will be. Paths closer to West Cambridge will be made wider as there are more cyclists. Safety around the interaction between the two is critical and is being looked at in detail.

Q: Will there be an effect on the existing bus services that are currently running i.e. Citi 4?

A: We will not have direct impact on the bus routes already in Cambourne and we are making connections. We are looking to get more frequent services on this route, with the potential for 6 buses an hour. Certain routes in Cambourne would need to be maintained in their own right. A Travel Hub needs to connect at a central point and when there is a railway station, our scheme can connect to that too.

Q: There are some strong oppositions to the scheme. What are the chances of the scheme being delayed?

A: Not unusual for transport propositions to have opposition. Last year we were subject to an audit, which showed the process to be sound. We see most of the opposition in Coton and Hardwick and we will see what comments come from the consultation.

Q: If subsidies are possible, how long would it be for?

A: We want to reverse the decline of bus services and there is the potential for subsidies for bus fares, which we would hope to be for a longer term. It is subject to the board, and we would need to have a further consultation on that and welcome the Councils view.

Q: Are you still going through Coton Orchard?

A: We propose to go through the North of Coton, which is farmland. That's the route we can do and unfortunately the alternative is through people's house, so we need to weigh up what causes the least harm. We can't create new infrastructure without some harm. We will also be presenting to Coton Parish Council and will welcome their views.

Q: You mentioned only one stop in Cambourne and two in Bourn Airfield, Cambourne stretches over 2 miles is there scope for more bus stops in Cambourne?

A: These are the plans for now, you've made a fair point and it is something we can look at further. It would be good to have a further discussion on locations of bus stops in Cambourne, particularly around travel hub.

Q: Is there scope to have a bus stop on the link between Sterling Way and Broadway?

A: There is potential to have a bus stop here, it would be helpful to have further discussion with the Town Council on this and the travel hub. The travel hub would be central with other forms of travel linking in to the C2C at this point.

In the discussions for the West Cambourne planning application, it was put forward that the bus link would be transferred from the developer to the Town Council. This was so that the Council could stop the bus link being changed into an all-vehicle road (public highway). The Town Clerk reported that during negotiations for the planning consent and s106 and the development of the C2C scheme there was a move away from the Town Council ownership as the TWAO that will be lodged as part of the C2C development removed the chance for it to become a public highway as the order would restrict the use to that of a busway.

It was confirmed that the TWAO would be for a busway only, but they would be willing to discuss ownership at a future meeting. It would be useful for Greater Cambridge Partnership to provide a written explanation on the Transport Plans Act Order and its implications.

Q: Has there been a scoping or design for the Sterling Way to Broadway bus link?

A: The developers of West Cambourne have drafted a plan for the bus link, which will be discussed with the County Council and planning department and the Town Council should be consulted on this and the plans shared with them. It would not be inappropriate for the Town Council to request these plans.

Q: What control do you have over bus fares?

A: We have no control as they are privately operated. However, through making connections we would hope to make arrangements with operators to provide discounts to encourage people to use the buses.

Q: Will the bus stops be provided with fully accessible for all?

A: Yes, all the relevant infrastructure will be provided, such as audio (some stops), visual and accessible access.

Q: Is there a Plan B on where routes may go if the EWR stations is sited North or South?

A: Not something we have looked at but certainly can look in to.

The Chairman thanked Jo Baker and Laura Gates for coming along this evening and wished for them to keep the Council informed.

It was:

RESOLVED to receive the report.

Cllr J Patel joined the meeting at 19:45 during the preceding item.

7. CAMBFEST

To receive an update from Daniel White, member of Cambourne Cricket Club and Cambfest Committee.

Cambfest is an event organised by the Cambourne Cricket Club and supported by the Town Council. It will follow the Cambourne Fete on Saturday 17th September to be held on Sunday 18th September 2022.

The committee has been working closely with the Town Council to put the event together and we have gone live with EventBrite to sell the tickets. There was an Early Bird discount for 6 weeks, which has now ended.

The staging is confirmed, and this will also be used at the fete on Saturday, which will use the same lighting and sound equipment. We have taken advice and have security arrangements in place, so the stage will be monitored overnight.

We have also invested in a web developer who lives in Cambourne – Cambfest.co.uk and the website will be live shortly.

Parking arrangements is something we are also actively looking into.

As the main band and support acts are all confirmed we are now working with Town Council on the amenities, activities, and provision of food.

After the end of the Early Birds sale, we have now sold 100 family tickets. With families bringing 3-4 children this amounts to around 400/500 people coming with still 3 months of ticket sales to go.

We have been very fortunate with our advertising in the Cambourne Crier, front page coverage on Cambridge News and advertising in Spark Magazine.

Q: What will the money raised go towards?

A: The funds raised will be shared between Cambourne Town Council, Cambourne Cricket Club and Mind Charity.

Q: What is the status of the Cricket Club?

A: It is a registered Cricket Club with the England and Wales Cricket Board (ECB). They are looking to become a charity.

Q: How can Councillors help?

A: You have offered magnificent support so far, but we are in need for volunteers for on the day of the event.

Q: Is there a finite space for the event and numbers. Do you have a cut off point for ticket sales?

A: With our currently layout we can easily fit around 3,000 people but there is scope to adjust the layout to fit 5,000. If we were to sell 3,000 tickets early, we would review if we would want to expand the capacity, but as it is the first event we don't want to overstretch ourselves.

Q: What is the committee structure?

A: We are volunteers from Cambourne Cricket Club as listed below and the Town Clerk, Community Development and Committee Clerk.

Daniel White – Lead Co-ordinator
Emily Challis- Finance and Co-ordinator
Ben Hargrave- Safety and Security
Darren De Souza- Marketing
Nathan Thompson – Marketing

Q: Will toilets other than pavilion toilets be provided?

A: The toilets provided will be mainly porta loos but will be supplemented by the pavilion toilets.

The Town Chairman thanked Daniel White for coming along and updating the Town Council on the progress to date.

It was:

RESOLVED to receive the report.

8. **CLERKS UPDATE**

To receive an update from the Town Clerk

Q: What is the Community access agreement? (Point 8)

A: The Town Council gave funding out of the 950 s106 art fund to equip the Cambourne Village College Main Hall and will also be contributing £400,000 from West Cambourne s106 to the extension of the performance hall (this has already been constructed by the County Council) The agreement is for public access to hire the venue. This agreement is reviewed annually e.g., pricing. The outcome of the meeting was the updated agreement was agreed and access maintained, and with the new staging, there are hopes for more performances.

Q: Is there an update on country park?

No as the developers are awaiting direction from the Local Plan Consultation.

Q: Has there been any contact with the enforcement officer?

A: Currently the enforcement officer isn't in a position to take any actions as they have satisfied the conditions in the s106, by having a management agreement for the country park in place.

Q: Any update on the completion of the play area on Beaufort Road?

A: The play area is contracted to finish along with footpath work which is part of the Beaufort Road adoption work. It should be completed sometime later this year.

Q. What was the outcome of the meeting with member of the Boxing Club?

A: We will be going forward with hire of the meeting room 3 nights a week, which is open to Cambourne residents.

Q: What was the outcome of the meeting with Nicola Houghton?

A: She appreciated the issues with the doctor surgery and the importance of the library to community and has asked for more information to help with the process, which the clerk has provided.

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Q: Would another medical practice be provided or an expansion of the current one?

A: Clinical Commission Group won't allow for another medical practice. The funding from the s106 agreement would allow for an expansion of the current doctor's surgery to allow for an increase of doctors. We tried to get another clinic in West Cambourne, but this was not approved. Currently the practice constrained in space and cannot facilitate additional doctors. The fund for the s106 for the medical practice from the 950 and West Cambourne is approximately £1.5 million and £600,000 for the library expansion.

Pharmacies and dentistry's are private functions and the need for more facilities has been taken away by Nicola.

The Clerk informed Councillors that the Tennis Club would like to go ahead with building a small building for toilet facilities and refreshments, which Councillors previously agreed to in principle.

The Tennis Club are currently fundraising and are about to submit a grant application and they need the Town Council's support with. The grant money would come to the Town Council and owned by the Council too. They will be providing the drawings and more details if and when they have the grant offer.

It was

RESOLVED to receive the report and agree to support the principal of the Tennis Club's grant application subject to written guarantees that CTC would not open itself up to any ongoing financial liabilities.

9. COUNTY COUNCIL MATTERS

To receive a report from the County Councillor for Cambourne ward.

Cllr Mark Howell has given his apologies as he has prior commitments.

The County Council are reviewing the 20mph speed limit around the County and have asked us to delay our work whilst they finish their review.

The County Council had formed a working party to look at the 20mph speed limits throughout the County. Cllr Howell has confirmed he will keep the Town Clerk informed on the progress of the working party and the Council will be kept updated.

It was

RESOLVED to receive the report.

10. DISTRICT COUNCIL MATTERS

To receive a report from the District Councillors for Cambourne.

All District Councillors were in attendance to answer questions from the Town Councillors.

A joint report was received from Cllr Helene Leeming and Cllr Stephen Drew.

Issues at the Vine School

Cllr Drew visited the school to see the problems for himself on Monday 16th

May, and Cllr Leeming met with the headteacher and deputy headteacher on Monday 23rd May for a site visit.

We have liaised with County Councillor Howell and will work collaboratively to support the school in finding a solution.

Refugees

Before committing to the free membership of the Cambourne gym for Ukrainian refugees, Councillors would like a financial impact assessment of the proposal to see if we are in a position to do so. Information will be taken to the next Leisure & Amenities meeting on the 21st June 2022.

Q: There are plans to run a Youth Club on a Monday night but need help with finding funds. Do you have any knowledge of grants that may be available to assist in setting up the club?

A: The Community Safety Partnership have access to certain funds that they may be on offer, and they can be approached.

Q: Did you receive a response from Stephen Kelly?

A: When becoming a District Councillor, planning training was provided and I raised the issue of removal of requirements for the pedestrian crossing by Upland Place. I would expect to have meeting with him within the next couple of weeks. I highlighted the lack of communication with the Town Council and the needs of developers have been put before the needs of the residents.

The Town Clerk received a response from Stephen Kelly regarding the pedestrian crossing outside Uplands Place. He is looking into the situation and talking with the County Council transport section as to why it wasn't resolved under the planning condition.

There has been no update on the High Street Development, and it was suggested to make it a standing item on their District Council reports.

10.2 Cllr Bhattacharya Report

A report was received from Cllr Shrobona Bhattacharya.

There are currently around 40 Ukrainian refugees in Cambourne. Thank you to Cambourne Town Council for providing the space for English teaching and social interaction.

It was

RESOLVED to receive the reports.

11. FINANCIAL STATEMENT

11.1 To receive the schedule of payments attached

The Town Clerk answered questions Councillors had regarding the schedule of payments.

What is payment for cutlery for? Cutlery in the community buildings keep being taken so we must restock. We will consider methods that will reduce the theft, such as locking them away.

The Town Clerk will check the 2nd Purple Guide payment on page 6.

It was:

RESOLVED to approve the schedule of payments.

11.2 To receive a report on the current financial position

The Town Clerk answered questions Councillors had regarding the current financial position.

It was:

RESOLVED to receive the report.

11.3 To receive the Bank Reconciliation

It was:

RESOLVED to receive and approve the Bank Reconciliation.

12. CORRESPONDENCE

Town Clerk to report on any correspondence needing to be brought to the Council's attention.

12.1 Resident email regarding Sports Pitches bollard

The Council looked at possibility of changing the bollard to lay flat or other format but these both still propose a risk of sticking out of the ground and causing injury.

Since the incident the ground staff and football coaches have been reminded to put the bollard back in straight away when removed.

It was

RESOLVED that the correspondence be received, and the correspondent be notified.

12.2 Zoltan Argat- Ice Cream Street Trading

We previously had an ice cream vendor who visited around Cambourne twice a week.

If permitted a point was raised that he should use the road to travel around and not on the pavements. If granted permission, he will be able to trade on our properties, but he would need a permit from SCDC to trade on adopted roads and would need a street trading license.

It was proposed that if he is trading on our land, he needs to be treated the same way and under the same rules as the other street traders and would only be able to trade 2 days a week.

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It was agreed that Zoltan Argat can trade for 2 days a week on Council land under the street trading agreement. It was also agreed that the principal of not exceeding the 2 days contained in the current street trading license should be maintained until the license is next reviewed.

It was proposed to add the possibility of expanding the number of days street traders can trade as a future agenda item on the Leisure and Amenities Committee.

It was

RESOLVED that the correspondence be received, and the correspondent be notified of the decision to maintain the 2 day a week policy.

13. **FAITH BUILDINGS**

To receive a report from the Town Clerk.

The Town Council is aware of the communities need for alternative faith buildings however the Council has no ability to fund/gift/sell land to organisations to build a faith building due to legislation.

The legislation for Districts and County Councils is completely different and not as constraining as the Town Councils legislation.

There was some money made available under the original Cambourne and the 950 for contribution to a faith building. There was a request for land and monies to be provided as part of the West Cambourne application, but as it is not a requirement under planning guidance. It was considered as a low priority compared to the other requirements put forward and was removed as part of the viability assessment process.

In the Bourn Airfield s106 there is inclusion of a faith building but only as part of a community facility, which would include space for youth activities, a library, community use, faith activities etc.

The Town Council can assist in finding faith space if there is a land available and can support the District, County Councils, and community groups in finding a space/land but are precluded by legislation from funding the building.

Town Council land must be used for at least 25 years for its purpose that it was bought for – e.g., skate park, cricket pitches.

A suggestion was made that the District Council has just bought large areas of land, can they help with the matter? It was proposed that District Councillors team up and make a proposal to South Cambs.

A suggestion was made instead of having a faith building can a multi-use building be built with an element of faith in it as the building would not be used for majority of the time apart from when needed for prayer times and this would provide more flexibility. It was also proposed that all faiths that use the building will pay for their time.

The Council would be able to build another community building and it can be hired by faith groups and accept funding from a community group towards the construction of a community building if an area of land is found. However, we

cannot have a faith building built in which we the Town Council supported or helped fund directly.

We have raised the issue with Jay Clarke, Programme Delivery Manager at SCDC who is looking into this. The District Council has purchased a large area of land in the business park and are also looking to purchase land behind SCDC offices, which would be sensible location for a faith building.

We will add Faith Buildings as an agenda item to the next Full Council meeting and explore land the Town Council may have that is viable. Jay Clarke can be contacted at SCDC to follow up what the Clerk mentioned regarding land behind the SCDC offices.

The Town Clerk also asked members of the Council who are part of different faith groups to send him the requirements of each of their faith such as prayer times and the amount of space required, and he will also consider other faith groups that are not part of the committee.

It was:

RESOLVED that the report be received and take the actions proposed.

Cllr Patel left the meeting at this point 21:27

14. LAND TRANSFERS

To receive a report from the Town Clerk

It was:

RESOLVED that the report be received.

15. TRAFFIC MATTERS & ROAD SAFETY

To receive an update on traffic matters.

It was:

RESOLVED that the correspondence be received.

16. COMMITTEE REPORTS

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

16.1 Planning Meeting held on 17th May 2022 PLN/M335

It was

RESOLVED to receive the minutes of PLN/M335.

17. 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.

It was:

RESOLVED that the Press and Public be excluded.

18. STAFFING

To consider a report from the Town Clerk

It was:

RESOLVED to receive the report and confirm the actions taken.

19. CONFIDENTIAL MATTERS

To receive an update from the Town Clerk

It was

RESOLVED to receive the report and confirm the actions taken.

20. 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.

It was:

RESOLVED that the Press and Public be re-admitted.

21. DATE OF NEXT MEETING – 5th July 2022

The meeting closed at 21:32