

**MINUTES** of Annual Parish Meeting held on 29 April 2019 at Oakington Sports Pavilion, Queens Way, Oakington at 7.00pm.

**PRESENT:** Dr S Moore (Chair of the Parish Council) was in the chair supported by 6 Parish Councillors.

In attendance: Dist Cllr A Malyon, Cnty Cllr P Hudson, Mr D Smith (Homes England), Mrs L Lawrence (Clerk) and 23 members of the public.

The Chair thanked Irène Butlin for very kindly serving the refreshments provided by the Parish Council.

Mrs Lawrence was presented with a bouquet of flowers to mark her 20 years of service as Clerk to the Parish Council.

**1. APOLOGIES:** Julie Grove (Parish Councillor), Elaine Bailey (Pavilion Management Committee chair), James Youd (Environment Action Group), Paul Dover (Environment Action Group), PCSO Mani (Police)

**2. Minutes of Annual Parish Meeting held 23 April 2018:**

Copies of the minutes were distributed at the meeting and had been made available on noticeboards and on the Parish Council website.

Minutes were accepted as a true record and signed by the Chairman.

**3. Northstowe Town Centre:**

Damon Smith was welcomed by the Chair.

He spoke about the proposals for the town centre which will be a nine-minute bike ride from Oakington Primary School. It will be 'distinctly different to Cambridge and the other county market towns.'

Damon responded to questions on the eco-vision for Northstowe, grey water, green roofs, solar energy, access roads and green separation.

Full presentation available on the Parish Council website.

<http://www.oakingtonandwestwick-pc.org.uk/news>

**4. Parish Council Chair's Report:**

The Chair began his report with the following statement: 'Being a formal part of Local Government provides us with considerable powers, but also restricts us in what we can do. Therefore, we have tried to be more open, encouraging and supportive in our dealings with village groups who share our desire to ensure Oakington and Westwick is a pleasant place to live.'

He spoke about the priorities for 2019-20: Traffic and Transport, flooding, open spaces and highlighted the achievements this year in each category. He then responded to questions on Station Road access to Northstowe, attenuation ponds and suitable projects for A14 Legacy Fund.

Full report – **Appendix 1**

**5. County Councillor's Report:**

Cnty Cllr Hudson read out his report which included: supporting the Parish Council with the Rural Travel Hub, construction traffic, cycle paths, primary school, community project funding, Library Service and County Council working model 2020. A member of the public commented that he considered the Hub strategy adopted to be good.

Full report – **Appendix 2**

#### **6. District Councillors' Report:**

Dist Cllr Malyon read out the District Councillors report which included ward updates on Northstowe, Rural Travel Hub, community transport, bus services and foodbank. District side updates included: governance, new business plan, re-organising the Council, housing, customer service, grants and the plans for 2019-20.

Full report – **Appendix 3**

#### **7. Oakington Charities Report:**

Mr Bailey gave a brief report on 2018 and the year-end accounts for both charities.

Full report – **Appendix 4**

#### **8. Community Plan Groups Reports:**

**Transport group (TAG)** - Jim Bryant highlighted the closer working relationship with the Parish Council, including management of speed camera shared with Longstanton PC, collaboration on successful LHI application for a speed limit reduction in Dry Drayton Road and input into the proposed Oakington to Girton cycle path improvements. A member of the public commented on the 'suicide van' regularly parked in Longstanton Road causing an obstruction.

**Environment group (EAG)** – John Terry highlighted the seven areas the group is currently working on: improved sense of security for residents (flood mitigation and PC's Emergency Plan), promotion of Oakington, enhancement of village amenities, sustainable parish, biodiversity, improvements to village appearance & safety and communication.

**Oakington & Westwick Neighbours (OWN)** – Jenny Prince highlighted the various events they had organised during the year; Big Lunch, "Holding Hands" play, Tea & Jazz and bingo afternoon. She also outlined the work undertaken by the group. Everyone was invited to attend the next Big Lunch on Sunday 9 June at the Pavilion.

Full reports – **Appendices 5,6,7**

#### **9. Local Groups Reports:**

**Community Association** – Adrienne Chaplin read out the report on behalf of the Chair, Jo Mills which included the CA structure, events organised and Crossways House community space which they hope will open on 25 May.

**Pavilion Management Committee** – John Bailey read out the report on behalf of the chair, Elaine Bailey

**Open Spaces project** – Geoffrey Butlin reported that that this is an on-going Parish Council project with support from the EAG, and that its primary purpose is to use the current 106 funds to lever more, in order to make the recreation ground a day-to-day facility for all residents, not just footballers and toddlers.

**Police** – Clerk read out the report on behalf of PCSO Mani

**Ten Sing** – Terry King's report was read out.

**Monday Café** – Liz Davis read out her report

**Journal** – Ranko Pinter read out the report on behalf of the Journal team.

Full reports – **Appendices 8,9,10,11,12,13**

#### **10. Public Open Forum:**

There being no further comments or questions, the meeting was declared closed at 9.20pm

## **Appendix 1**

### **A MORE OPEN AND COLLABORATIVE PARISH COUNCIL**

Being a formal part of Local Gov provides us with considerable powers, but also restricts us in what we can do

Therefore, we have tried to be more open, encouraging and supportive in our dealings with village groups who share our desire to ensure Oakington and Westwick is a pleasant place to live.

To strengthen this relationship, we have now nominated liaison councillors to coordinate activities with:

OWN

EAG/FMG

TAG

Pavilion Committee

Community Association

I would like to think that many of the initiatives I report on this evening have benefited from this approach.

### **A PLAN OF ACTION**

Traditionally, the PC has tended to react to issues - and it is important that we do so – but for the first time, the PC has prioritised certain issues:

In 2019-20, these are:

Traffic and Transport (speeding/types/amount)

Flooding

Open Spaces.

I will therefore use these categories to explain our achievements this year.

### **TRAFFIC AND TRANSPORT**

1. Longstanton Rd – closed. PC support. Will become a cycle and pedestrian way with a Pegasus Crossing at the new access road

2. Co-purchase of a mobile traffic Camera with Longstanton PC. If effective, we will be considering purchase of our own. So far, used on Cambridge Rd and Water Lane

3. Related issue is that of the Rural Travel Hub –

PC position – extension of the C6, turning circle and cycle provision. Why not car parking?

a. would have been used by commuters and therefore full during the day

b. increase traffic flow through village (particularly Westwick)

c. Benefit Cottenham not us.

GCP failed to listen to our concerns in numerous meetings and were going to go ahead.

Thanks to Cllr. Peter Hudson, I was allowed, with him, to address the GCP executive

and the Hub is being completely rethought. I doubt it will now happen in the near future, and certainly not on the proposed site.

#### 4. Parking and speeding outside the school

A number of near accidents occurred outside school. In collaboration with the school, Cllr Hudson and Highways, further parking restrictions likely to be introduced with funding from PC.

5. Numbers of construction lorries using Dry Drayton/Water Lane/Station Rd – for Cottenham building site. We cannot stop them, as this is the agreed route. PC not informed or consulted.

6. Introduction of 40 mph speed limit 600 metres before the 30-mph sign in Dry Drayton Rd – LHI, in collaboration with TAG

#### 7. New Cycleways –

a) Oakington to Girton – widening of current cycle path and improvements to New Road junction

b) . Cottenham to Oakington– proceeding

c) Extensive discussions regarding cycle paths and footpaths into Northstowe Mill Rd

Croft Lane

d) Requesting other footpaths (e.g. reinstatement along the Beck Brook from Cambridge Rd to Recreation Ground)

10. We have agreed to fund construction of an additional bus shelter in Cambridge Rd

### **FLOODING**

Northstowe consists of a mix of costs and benefits. We have continued to meet with Homes England to press the need for very significant flood attenuation measures. I think this has now been accepted and there is the possibility of extensive works being linked with the construction of a Southern Access Rd (East). We need to keep this pressure on, as the planning application for Phase 3 - over 3 thousand houses– the part nearest to Oakington and Westwick will be submitted this Autumn and construction could start to take place a year later. There will be new challenges - part of Phase 3 – over 1,000 houses – will drain towards Longstanton Rd. A priority for next year. We need to continue to liaise with our District Councillors and Planning Officer to ensure our interests are taken into account.

### **OPEN SPACES**

1. We have an Open Spaces Working Party exploring options to improve play and recreational facilities at the rec

2. We recognised that the two Community Orchards were in poor condition – particularly Mill Rd. We have finally obtained a lease for Mill Rd from Homes England and have begun to tidy this up. Thanks to Tregonning/Rayners for volunteering to look after the two Community Orchards.

3. We would have liked to improve the village by planting bushes/trees/flowers in the verges etc – but after meeting with County Highways we discovered they will not permit this.

4. However, we also purchased and paid for the various tubs and the flowers which the EAG have placed around the village. Many thanks to the EAG and for individuals who look after and water them

5. Another excellent initiative by the EAG has been the clearing and renovating of the pond by the crossroads. The PC paid for this work.

6. The PC also paid for the seat by the shop – another initiative by the EAG. Thanks Arthur Sillett

7. Finally, a number of years ago, under a predecessor, the water supply to the cemetery was cut off. We are pleased to say that we have put a tap at the back of the Pavilion for cemetery users.

### **A14 FUNDS**

Last thing Funding some good news. Tony Starling and I attended a meeting in mid April with the A14 people. To our surprise it was good news for a change. It would appear that, we are eligible for £40-45,000 for a project for the village. Any suggestions are very welcome.

Finally, my thanks to all those of you here tonight who help to make this village such a pleasant place to live in.

### **Appendix 2**

#### **Annual Report by County Cllr Peter Hudson April 2019**

It's been an incredibly busy 12 months. Still chasing the inevitable highway problems, gaining funding for new cycle paths, upgrading existing ones, fully supporting and working on behalf of our Parish Council on the Rural Travel Hub, finding funding for new pavements with hopefully some more to come to name but a few. Also, after successfully lobbying hard last year to achieve a new Child and Family Zone at the new Pathfinder School in Northstowe which would benefit the whole area, I'm really so very pleased to be able to report that our brilliant new Child and Family Zone is really going from strength to strength, with requests for more services and new groups coming in from our friends and neighbours in all the local neighbourhoods and villages.

In addition to this, I have continued to support and work with Parish and District Council Colleagues on a number of issues, as in the incorrect routes taken by HGV traffic from the Northstowe site, traveling through local villages in contrary to planning conditions, being the Chair of the Public Health Committee, and an active member of the Staffing and Appeals, Audit and Accounts, and GPC Committees of the County Council. I have also been asked again how many hours I spend on council duties; well, it's increased slightly over the past 12 months and now averages at around 50 hours per week

Once again, I am pleased to have received a large amount of correspondence from our friends and neighbours, some with requests for help on a number of issues that affect their everyday lives, some with general comments, and even some saying thank you! Over the past twelve months I have received 103 requests from residents for help (up from 84 last year) on issues such as, school placement appeals, home to school transport appeals, special educational needs requirements, parent and school difficulties, social care for the elderly and venerable adults, general counsel benefit entitlements, with 90 of these cases resolved to the complete satisfaction of our residents, the others were not for various reasons. As always, the subjects tend to be the same year on year, but this individual case work is so very satisfying and extremely rewarding. It's also great to see people within their own homes

## Cycle Paths

The issue of a cycle path between Longstanton and Bar Hill has been asked and campaigned for, for well over 15 years. I took on the campaign about 6 years ago.

On the 8<sup>th</sup> October 2018, I reported to Longstanton Parish Council that after 6 long and difficult years of heated discussions and campaigning, funding was at last agreed for a new cycle path to Bar Hill. I can now further report that Highways England, as part of the A14 upgrade, is funding the new cycle bridge over the A14 and into Bar Hill, and up to the first new roundabout on the B1050 (Northstowe southern access road). Sisk will then take on funding it around the new roundabout with the County Council funding it on into Longstanton. Even more good news is that they have also agreed to look at the possibility of extending it through the village and into Northstowe town centre. It has now passed onto the design/cost stage. This will join up with the Wilsons Rd and the Airfield road cycle/footpaths coming from Longstanton into Oakington and Westwick. Also the planned upgrade of the Oakington to Girton cycle path is moving forward as is the path to Cottenham. This will safely join us up even more to our local villages for walking, cycling and general family activities.

## Oakington Travel hub

After the GCP Assembly meeting, the GCP Board met on the 20<sup>th</sup> March with the proposed travel hub on the agenda. Both our Parish Chair and I gave speeches. I spoke against the proposal, pointing out several alternatives, and also other communities that may well be better served by this type of hub at this present time. I raised concerns that the outcome of the Rural Travel Hubs consultation had been to set village against village, community against community. I questioned how Rural Travel Hubs could be a priority, suggesting that GCP should be focussing on projects where it could make a step change. I pointed out that places that were crying out for travel hubs, like Cambourne, should be seen as a much higher priority and suggested that the GCP should focus on things which were going to make a step change in meeting its ambition. The time to look at Rural Travel Hubs was once an extended network was in place and settled. To do this earlier risked ending up with hubs being in the wrong place. After all, when does a Rural Travel Hub eventually turn into a Park and Ride?

Our Parish Chair and I must have made an impression, which was somewhat a surprise, as it's normally very difficult, if not impossible to change the minds of these committees, as the Board then decided to take this project away to relook at the location. **Saying that, it, may still very well opt for the Oakington location....**The final decision is due to be made at the next board meeting. Meantime, I am actively working on, and passing onto the Greater Cambridge Partnership, possible other locations within the Oakington and Westwick area that will actually give more benefit to our community without swamping it with extra traffic. I am pushing for this but, as ever, it will need more funding than the original location, but never say never!

## Local Highway Improvement Scheme success

After the Parish Councils excellent presentation to the LHI panel, I was very pleased to have been able to follow them giving support for the new scheme. It's really good news that we have been successful.

### **Primary School**

At the back end of last year, I worked with the County Council School Improvement Team on our Primary School after the very worrying OFSTED report. This culminated with a visit to the school in November, catching up with the then Acting Head (now permanent head) and the Chair of Governors. I have to say that I left with a spring in my step after seeing the changes and future direction that the then acting Head was leading the school in. OFSTED duly returned and were very pleased with the many improvements and changes put in place by Nathan. Nathan is a very impressive young man who will move our school forward and progress with the procedural and safeguarding issues highlighted by OFSTED. This all bodes well for our children's education and futures.

### **Safety around the Primary School**

The Parish Chair, our new excellent headmaster, the Area Highways Project Manager and myself, attended a meeting to discuss options to improve the safety of our children around the school run. Various options were suggested with new road markings and signage. The Project Manager duly reported back with the discussed options and costings. The good news here is that this is going forward and we have been able to tag this onto our successful LHI bid to substantially reduce the overall costs. This funding is also being supported by the Parish Council and the School itself.

### **Community project funding**

Many people are willing to do something for their community but need some inspiration to start a project. The County Council's Innovate & Cultivate Fund offers grants for community initiatives which help deliver the Council's priorities and have compiled some ideas to get budding projects started.

The new Cultivate 'Seed' Fund projects – Timebanks, Men's Sheds, Good Neighbour Schemes and Dementia Friendly Communities – are all successful schemes that can help people to remain independent and active within their community, encourage volunteering and complement more costly Council services.

I recently paid a visit to [Ramshed](#), the Men's Shed (which also welcomes women) in Ramsey. The project promotes greater social activity, improved mental health and better physical wellbeing for residents who may be retired or not in work. Any resident groups, voluntary, community, and social enterprise sector organisations based in Cambridgeshire can find more about the funding from the [website](#)

### **Applications for secondary school places are up again**

This year the County Council received nearly 6,700 applications for secondary school places - an increase of more than 300 compared to the last academic year. A total of 6,691 applications were received by the deadline. Of these, more than 5,990 (89.5%)

resulted in children being offered a place at their first preference school compared to 5,561 last year. A further 449 (6.7%) children have received the offer of a place at their second or third preference school. The County Council dealt with significantly more applications for secondary school places in the county this year and expect this trend to continue for the coming years. The County Council is planning for this by working with existing schools to increase their capacity, and to plan for new secondary schools in the areas where demand is greatest, with a planned investment in secondary school places of £200m between 2019-20 and 2023-24.

### **Designing Libraries of the Future**

The Library Service has teamed up with CIVIC, a national charity specialising in animating communities, to lead the way and design the libraries of the future for the country.

Recognised for its innovative and open mind-set, our Library Service offers a unique network of physical spaces across a huge breadth of community settings.

Our libraries are an ideal test bed for new ideas and to develop a family of library models that are replicable and scalable beyond Cambridgeshire and Peterborough.

CIVIC have united a team of national and local experts, supporters, partners and potential funders around this major project and have spent the past few months working with the Business Intelligence team and Library Service to identify five possible models of libraries and a shortlist of pilot locations.

They will soon be embarking on an exciting journey to engage with the pilot communities and start co-designing the libraries of the future that reflect the diversity of communities and contexts. This will form a blue print for all councils across the country to use in the future.

### **Investment programme delivers additional funding for frontline services**

The purchase of a purpose built student accommodation block in Cambridge will allow Cambridgeshire County Council to plough up to £1.9m a year back into vital frontline services. The Council's investment of £38m in the 251 bed Brunswick House on Newmarket Road, is the first acquisition in its strategy to build a portfolio of investments that both support its objectives and help to safeguard the future of vital services for people across the county.

The Council has a strong asset base (county farms etc.) and is involved in the long lease of buildings for student accommodation elsewhere (at Castle Court and North Cambridge Academy) but this is its first venture into direct ownership and operation - a relatively small investment in terms of the balance sheet, but a sizeable income stream to support public services and investment in the Cambridgeshire economy.

Four new energy schemes at a total cost of £30.6M, which are expected to generate a total net income of £77.4M to return to front line services over their 25 year life. These include the development of smart energy schemes at the Trumpington and Babraham Park and Ride sites, where the sale of electricity and provision of grid services is expected to generate £7m for Trumpington and £24.5m for Babraham over the next 25 years. The other two schemes at the closed landfill sites are at Stanground and Woodston.



## County Council Budget

The Full County Council met on the 5th of February to approve the administration's budget and set council tax for 2019/20 in the context of its 5 year business plan. The overall objective is to continue to protect and invest in vital services whilst using service transformation, efficiency, investment and commercialisation to offset cuts in government funding. **We are on our own, as The County Council now receives no general funding from the Government.** The transformation of the way the County Council works is a key factor in delivering best value for money and to support this the budget includes an increase of £4.764m into the transformation fund; we used a £1.436m surplus built up in this fund to balance the 2019/20 budget without the need to make unpalatable cuts to services that local residents need and value. The County Council has so far invested £8m from this fund into initiatives to transform services or manage demand, which has returned a £40m in reduction to costs. The Council will also carry forward the £9.1m remaining balance of the smoothing fund that was created last year which will continue to act as a contingency, as it did recently when £3.4m was used to safeguard valued children's services in the face of rising demand.

The Council's commercial projects to date are due to return a profit of £11.2m in 2019/20 including £1m from the Soham solar farm which met its annual £1m income target 2 months ahead of schedule. The money derived from commercial activities is a key element of the funding required to support delivery of front line services and this month saw a proposal to generate solar power at Babraham Park & Ride. The project would involve putting carports over parking spaces to support solar panels. The Council has completed a high level business case to support a planning application in 2019 with construction starting in 2020. Cambridgeshire County Councils' plans for commercialisation and investment are set to return more than £58m to support frontline services over the next five years. The County Council will **continue to invest in vital services aimed at vulnerable adults & children and increasing funding on highways repairs, which means:**

- £45 million additional spending planned for adult and children's services over the next five years.
- £18 million additional spending planned for highways improvements in the next five years.

## New County Council working model 2020

There new proposed working model for the County Council in how it services the residents of the county, and how much more accessible it will be to all the residents of the whole county of Cambridgeshire in the future is gathering pace.

The plan is to enable all of us to access both County Council Officers and services locally wherever we may live within the County, and not having to travel to a main building such as Shire Hall. The new administrative building was the subject of discussion at the time with Longstanton Parish Councillors, some agreeing that it

should be built in Northstowe, whilst some saying that it should not with some saying that existing buildings as in SCambs District Council, should be shared. Therefore, no single consensus was able to be formed with the closest directly affected Parish Council to both phases 1 and 2.

So, It was decided that the new administration building, which will hold less than 10% of the present Shire Hall employees, some of which because of joint working with Peterborough, already travel between Peterborough and Cambridge several times per week, will be located at the Enterprise Zone in Alconbury, alongside the Combined Authority and the Local Enterprise Partnership, which are already located there. The remainder will be working in local hubs around the county to enable all residents to use the County Council easily without having to travel large distances to one building. These hubs will include such places as Cambridge, Northstowe, Cambourne, Wisbech, Whittlesey, Soham, Ely, March, and all other areas around the county.

When this paper came to members, I automatically gave a spirited defence of Northstowe in quite a few pre full council debates and also in the actual full council debate. I really felt that Northstowe was the right place. I came home to what will only be a 5-10 minute walk to the new town centre, and decided that I need to get out and seek the thoughts of other people before the main debate in Full Council.

So, I walk up Longstanton High St. stopping to chat and asking the question, also on the school run at both Northstowe and Longstanton, I also asked residents in Oakington including their school run, some were like myself, in favour, and some really had no particular opinion. However, some said absolutely not, and this figure grew. I spoke to people in the Black Bull, then went over to the Pavilion. The majority said *"why waste valuable space in what is really a smallish town centre on boring council offices? We would prefer, a cinema, shops, pubs/restaurants, coffee shops, or even a bowling alley"*

I also spoke to some residents in Over, with, most being not really concerned, but they were all very keen for easier access to County Council Services that the new local hubs will provide.

I sat outside the Longstanton Pavilion on a lovely sunny evening talking to some parents watching their children play, a gentleman looked at me and said *"we want a town centre that is great to visit, one we would want to visit, I would like to say to my wife, lets pop over to the town centre for a coffee, a café culture would be great, also, why do we need another council building when we are already getting one?"*

That is correct, the town centre is already getting a circa £17million Civic Hub containing a health centre, along with County Council services such as school nurses, health visitors, a new Family and Child Centre, a new library, along with community rooms, with County Council Officers to advise us and help us access County Council services.

So, I go into the main debate with all these views to work with, views that are not the same as mine, but views that are just as valuable, and views that should be respected. It is sometimes difficult to except others views, but just because they differ from mine, that makes them no less valuable to me or our community. I respect all our neighbours and friends' views and act upon them whenever and however I can as I did in the main debate.

I would just like to add once again a very big thank you to our Parish Clerk for her very valuable help and support she gives us all.

Peter Hudson  
County Cllr. for Longstanton, Over, Northstowe, Oakington and Westwick.

### Appendix 3

## DISTRICT COUNCILLORS LONGSTANTON WARD ANNUAL REPORT 2018-2019

CLLR SARAH CHEUNG JOHNSON & CLLR ALEX MALYON

We are both surprised by how quickly this year has flown by since we were elected in May 2018. We would like to begin our review of the year by thanking our community for being so welcoming and showing us patience and support during our first year of being your District Councillors. We would like to particularly thank the Parish Council, Chair John Street and

especially Parish Clerk Libby White/Chair Stephen Moore and especially Clerk Laura Lawrence, as well as our County Councillor Peter Hudson for all their assistance and time.

We have had a busy year and would like to highlight some of what has happened locally in our ward before going on to briefly review some District wide updates.

- Northstowe has kept us particularly busy, with a lot happening over this year. We are now at over 300 occupations and we have been so impressed to see the community growing and already developing a strong sense of identity and community spirit.
- Phase 3 consultations have taken place over this year and we are expecting planning permissions to be brought through in Autumn this year.
- The proposed masterplan for the new Northstowe town centre was presented and public consultations are taking place. We are excited by these potential plans and you can still view them via [www.northstowe.com/towncentre](http://www.northstowe.com/towncentre) and can comment until 3<sup>rd</sup> May.
- The Northstowe Town Square, The Green, is now open and already being used by residents for community events.
- After lobbying and pressure from the community, ourselves and our County Councillor, the Community Wing is now finally fully open and available for the community to use.
- We worked to get a temporary footpath to allow residents to safely get to the Busway from Northstowe, which opened in November last year.
- The land transfer has now been completed for the new allotments and community orchard at Northstowe and the next step will be to set up an allotment society to run and maintain these community allotments- we have argued for these new allotments to be made available to both Northstowe and Longstanton residents.
- We met with some of the team from the Cambridge Food Hub project. This exciting project aims to increase the accessibility of sustainable food whilst supporting local producers and small businesses. The Hub will be a centre for all aspects of food: from production and consumption to education and research. The team are very keen to look at locating the food Hub in Northstowe. We would like support exciting, local and small businesses like this to locate themselves in Northstowe. For more info Food Hub project visit their website: <https://cambridgefoodhub.org/>
- We have met regularly with our Community officers, the planning team and Homes England to keep up to date with plans and developments at Northstowe and to be able to feed information back to residents- one of our aims when we were elected as District Councillors was to ensure

residents were kept up to date and so we have published regular information on our Facebook group, via newsletters and in our monthly Parish Council reports.

- The Northstowe Community forum, which we are now chairing, has also been a great opportunity for residents to hear from and speak to planners and developers at Northstowe. Again, we have published notes and presentations from these meetings which can be viewed on our Facebook page or we would be happy to send these to residents.
- We have been working with enforcement throughout this year to try and get on top of issues with developers and contractors breaches of planning conditions at Northstowe, which have been a significant issue for residents of both Northstowe and Longstanton. We are encouraging residents to report issues directly online as Planning Enforcement advise this is the best way to collate the data and build a record of the breaches and evidence which could be used for legal action. It appears that Enforcement have not always had all reports from residents from the first dates of construction activity which is very frustrating for residents. To directly report issues with breach of planning conditions, this is the best link: <https://scams-framework.egovhub.net/REPORTABREACHOFPLANNINGCONTROL/launch>
- Enforcement have to date issued Breach of Condition notices to the Directors of Barrett, Bovis and Linden.
- In Longstanton there have been ongoing concerns regarding water levels in the village and the Kingfisher Pond. We have agreed to arrange a meeting with Bridget Smith, the SCDC Leader to discuss these issues and what action SCDC can take to further investigate.
- We have worked with officers from the Streets Team at SCDC to address several issues across the ward- in Northstowe we facilitated, along with Community Officer Jon Northstowe, meetings to address issues with Northstowe bin collections- we hope services have now improved. In Longstanton we were finally able to get the footpaths in Clive Hall Drive cleared to allow resurfacing work by the Highways team. In Oakington we have increased road sweeping in the village and are attempting to coordinate this with drain clearing to reduce the risk of flooding caused by block drains in the village- particular thanks should go to the Oakington EAG group for their work surveying the drains in the village.
- For Oakington the proposed Rural Travel Hub has been a major issue this year- we supported the view of the Parish Council and many residents, who responded to the consultation (including the Transport Action Group, who we would also like to thank for their work on this and other transport issues in the village) that the Hub would only be acceptable without parking and if improvements were made to bus services and cycling infrastructure. We made this case

clearly to our representatives at the GCP. We are still waiting for the final decision regarding the Travel Hub but will keep residents updated.

- Improvement to community transport is a priority for us and we supported a motion at Full Council last year calling on the Combined Authority to bring forward the outcome of their strategic review of transport. We need better options for integrated public transport that makes car use a less favourable option for residents.
- We also met with Stagecoach to discuss residents' issues with existing bus services and the Busway and will continue to feedback complaints from residents.
- Finally, we would like to thank residents for their support for our summer holiday foodbank collection for the Cambridge foodbank last year. Thank you to the local businesses who supported the collections and to residents for their kind donations.

## DISTRICT WIDE UPDATES

Our first year as a District Council in headlines:

- Given more money for mobile warden schemes
- Increased Council Tax for empty homes
- Supported local businesses to get council work
- Tailored the Localised Council Tax Scheme for Universal Credit
- Offered homes for five Syrian refugee families
- Provided Brexit help to local businesses
- Sold land for self-build
- Identified sites for more new council houses
- Produced a new homelessness strategy
- Made available a 3-year £4,000,000 fund for community groups
- Published a new tool kit for loneliness
- Commenced the preparation of a new joint Local Plan with Cambridge City
- Saved X3 bus service from the chop

### Governance

The Liberal Democrats won control of the Council in May 2018 and are now a 30-strong group (previously 14). There are 11 Conservatives, 2 Independents, 2 Labour. In a spirit of co-operation, we appointed an Independent Councillor as Council Chairman, and for good

governance, appointed a Conservative as Chairman of the important Scrutiny and Overview Committee. A 7-strong cabinet is made up of 4 women and 3 men.

### New Business Plan

Following a public consultation, a new Business Plan covering the period 2019 to 2024 has been published, which changes the direction of the Council. We are committed to providing homes that are truly affordable for everyone to live in; to help local businesses to grow; to be green to our core and to put customers at the centre of everything we do as a modern and caring council. Check out the new Business Plan at: [www.scambs.gov.uk/businessplan](http://www.scambs.gov.uk/businessplan)

### Re-organising the Council

It became clear in putting together the new Business Plan that the departmental structure of the council would struggle to deliver on our priorities. Furthermore, studies of other district councils showed that South Cambridgeshire had fallen behind in the use of new technology and working practices essential to run a modern council. Management consultants were commissioned to carry out a review of the council and to recommend what would need to change to improve business delivery and it was made clear to the consultants that business improvement was their brief, not cost-cutting.

### Medium Term Financial Strategy

For most of the first year in control of the council, we had to work with the budget set by the previous Conservative-led administration. The council has recently approved a new budget for 2019-20, which sets the priorities for the Lib Dem administration. The council no longer receives central government grants and the amount which the council can raise from Council Tax is also capped by the government.

Our five-year financial plan has been altered to deliver more income from investments and commercialisation with the aim of having 25% of £20 million income coming from these sources by 2024. The previous administration's plans were to reduce general reserves to less than £3 million by 2023 while we are aiming for reserves of £4.5 million by then. An inherited budget shortfall of £0.5 million has already been turned into a £1 million surplus which has gone into the General Reserve to help prepare for future uncertainties.

## Housing

One of this administrations' priorities is the provision of more council houses and a resolve to meet agreed targets for affordable housing in new developments. We are aiming to build 70 new council houses per year, and even more where possible. So far in 2019, we've completed 28 new homes, adding those plus 6 purchased council houses to our stock. We also completed 13 shared ownership houses for sale in the last year and have another 61 plus 24 shared ownership currently being built on site.

A new strategy for Housing in South Cambridgeshire has been adopted to deliver homes that are affordable, not just to buy but to live in. In addition to delivering new homes, in the right place and at the right price, we will strive to keep utility bills low by ensuring that they are as energy efficient and water efficient as they can be. We also strive to build close to places of employment to encourage walking and cycling to work as well as using public transport.

## New Investment Strategy

Our new investment strategy – new because one did not previously exist - is ensuring council taxpayers are getting the best return for the council's financial reserves. One investment; Cambridge Ice Rink is now close to being completed. Located off Newmarket Road on the edge of Cambridge but in South Cambs district, last autumn the council approved an additional loan to ensure the delivery of this high-quality community sporting venue that will benefit the health and wellbeing of residents. The ice pad will meet the requirements of the International Ice Hockey Federation, allowing visiting teams from around the world to play ice hockey there. South Cambs Council Tax payers will benefit from returns on the investment.

We moved quickly to put solar panels on the roof of the Waterbeach refuse depot to obtain the Government's feed-in tariff and purchased the lease of an office block strategically placed in the Cambridge Science Park which is delivering nearly a 6% net yield on a £13 million investment. We have refocused Ermine Street's (the council's trading company to let homes on the open market) attention on South Cambridgeshire and the



employment catchment of the Greater Cambridge sub-region to deliver properties that are not being supplied by current market conditions, such as rented homes for single people.

### Better Pay to Attract and Retain Staff

There are a relatively high number of unfilled posts within the council (which effects customer service) and recruitment has not been helped by a squeeze on staff pay put in place by the previous administration, putting us at a disadvantage against neighbouring councils as well as the Greater Cambridge labour market. We have increased pay by 3% over the past three months, while ensuring that no South Cambridgeshire employee earns less than the real living wage. We are also considering improved non-pay employment packages. Some of the initiatives are listed below:

- Apprenticeship schemes.
- Negotiating discounts for staff, for example on public transport.
- The council has become a Disability Confident employer and an officially recognised disable friendly employer.
- We have agreed to better maternity leave rates for staff who have premature babies.
- We are starting regular staff surveys to gauge employee satisfaction and encourage ideas to improve the working environment.

### Customer Service

Our administration has set a target of improving complaint-handling by 10% and it is hoped that this will be exceeded. The 'mysouthcambs' customer portal is being rolled out, offering our customers the means to access Council services 24 hours a day and 365 days of the year.  
<https://tinyurl.com/yxscn8rf>

Although digitising council services such as 'mysouthcambs' will lead to a lower footfall at the Council offices, we have not forgotten customers who do not have access to, or cannot use, the internet and who prefer to speak to our officers. The visitor experience at the Cambourne offices is therefore to be improved and, at the same time, measures also taken to address issues that staff have raised about their personal security.

### Shared Services

Around 40% of the Council's revenue and 52% of its services are delivered by Shared Services (in cooperation with other councils) and it is apparent that when they were set up under the previous administration that insufficient attention was paid to details of governance and accountability. We are working with partners now to rectify this.

### 'Green to our core'

Our administration has pledged to become a zero-carbon district by 2050. A working group of members and officers is preparing a high-level business case for a set of energy conservation measures (such as EV charging points, solar panels over our car park and on our waste depot). We intend that our Cambourne offices will be a showcase for a Zero Carbon Council and an exemplar to our residents.

### A council with a heart

Our administration is determined to find homes in our district for 5 refugee families. The Home Office previously asked the council to help with the rehoming of refugees, and two years ago the then minority Lib Dem Group, put a motion to Council proposing this but it was voted down by the majority Conservative Group. The current Home Office scheme runs until December 2019, and we hope to be able to provide homes for these 5 families by then.

### Council grants

The committee that administers council grants has been refocussed to make it more responsive to a range of needs and interests across the district. We have put more money into the mobile warden scheme this year and another increase is promised next year. We have initiated a piece of work to look at extending the scheme across the whole district and commissioned a similar piece of work on community transport.

## GOING INTO OUR SECOND YEAR 2019-2020

As we go into our second year we have still much to do across our ward – in Northstowe, we will see the greenway and the formal park, Pioneer Park being built, work beginning on the sports pavilion, sports pitches and civic Hub, the first houses being built in Northstowe Phase

2, our first intake of students at Northstowe Secondary College and plans being submitted for Northstowe Phase 3.

In Longstanton, we will continue to work with the Parish Council to complete the outstanding areas of Home Farm.

In Oakington, we will prioritise working with the Parish Council to ensure flood attenuation is delivered for Oakington as part of the Northstowe developments.

We always welcome any feedback or suggestions on how you think we can help to grow and support our community. We are especially enthusiastic about any ideas you have on how we can achieve our aim of being 'green to the core' – be it additional tree planting, reducing plastic usage or other initiatives to make our communities more environmentally sustainable.

We look forward to another year working hard as your District Councillors and thank you again for your support.

To keep up to date with all we are doing throughout the next year, we send out email newsletters and have been post regular updates on our Facebook group. Details are here:

- Monthly email newsletter - with updates on local news as well as wider district issues which will impact us all. To sign up please go to: [https://www.sclibdems.org.uk/email\\_signup\\_longstanton](https://www.sclibdems.org.uk/email_signup_longstanton) (Note to help us manage GDPR it is easier for us to host from the LibDems webpage, but we absolutely promise this link will NOT subscribe you to LibDem news)
- For all the latest news & updates so far please go to: [https://www.sclibdems.org.uk/longstanton\\_news](https://www.sclibdems.org.uk/longstanton_news)
- For those on social media we have a very active Facebook group covering the whole ward here: <https://www.facebook.com/groups/2066298150052161/>
- We will also be holding regular councillor surgeries for residents who would prefer to speak with us in person, dates for the coming year to be confirmed.

**Appendix 4**

**DRAFT**

## OAKINGTON CHARITIES

Registered Charity Numbers 201239 and 203789

### Report for 2018

There were two meetings of the Trustees during the year.

At the December meeting it was agreed to make three grants of £75 pounds to individuals and one grant of £150 to a married couple paid out in time for Christmas.

A sum of £73.86 was paid to St Andrews' PCC being retrospective income received in 2017. From the income for the Church and Town Estate in 2018 Saint Andrews' PCC is due the sum of £69.7, which will be paid in 2019, (for guidance please note that Saint Andrews' PCC is due one third of the Income from COIF30900001T and half of the income from the Blackrock Charinco Common Investment Fund)

There is a noticeable increase in the value of the BRIM Charinco fund, this is a direct result of a Blackrock change in investment fund.

*J. A Grove*

Mrs J A Grove, Hon. Treasurer 5<sup>th</sup> April 2019.

DRAFT

## BAKINGTON CHARITIES

Registered Charity Number 203789

### Accounts and Balance Sheet for the year ending 31.12.2018

#### CHURCH AND TOWN ESTATE

Bl. At Bank 01.01.2018      £100.77

#### Income

COIF319300001T      176.35

COIF319300002T      42.35

BRIM Charinco Divs      33.04

Bank Interest      00.28

**Total                      352.79**

Bl at Bank 31.12.2018      £53.93

#### Expenditure

Grants to persons (Christmas)      225.00

St Andrews Church (Christmas)      73.86

**Total**

**298.86**

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The assets of the Church and Town Estate at 31.12.2018 are comprised of 438.88 unit shares in the COIF Investment Fund valued at £6302.67 and 412.817 units invested in Black Rock Investments Managers (BRIM) (formerly Merrill Lynch Investments Managers) Charinco Fund valued at £767.84

From the Vouchers, Certificates and Bank Statements presented to me, I confirm that the above accounts reflect an accurate statement of the Charities Accounts for the year.



(C W Loweth)

Date: 5/4/19

DRAFT



## OKINGTON CHARITIES/HOLFORD'S CHARITY

Registered Charity Number 201239

Accounts and Balance Sheet for the year ending 31.12.2018

### HOLFORD'S CHARITY

Bl at Bank 01.01.2018	£42.40		
<b>Income</b>		<b>Expenditure</b>	
Rent from Land	£150.00	Grants to persons	150.00
<b>Total</b>	<b>£192.40</b>	<b>Total</b>	<b>150.00</b>
bal. at Bank 31.12.2018	£42.40		

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The assets of the Holford Charity are comprised of 3.01 acres of land in Westwick which is leased at a rent of £150 per year.

From the Bank Statements presented I confirm that the above accounts reflect an accurate statement of the Charity Account for the year.



(C W Loweth)

Date: 5/4/19

## Appendix 5

### Annual Parish Meeting – Transport Action Group (TAG) - April 2019

The Transport Action Group meets on the first Wednesday of each Month, submits a regular article for publication in the Journal. We also have a presence at the village day.

This past year we have been able to have a closer working relationship with the Parish Council with one of the councilors regularly attending our monthly meeting.

- 1) After a successful Local Highways Initiative (LHI) submission, the Parish Council shared the purchase of a Speed Camera with Longstanton which became available Christmas time. The equipment is shared on a 4 weeks basis with a 5<sup>th</sup> week to carry out any maintenance and to swap with Longstanton. TAG has been active in installing the equipment in various locations around the Parish and during March it could be seen in Water Lane outside the school and opposite Westwick Hall.

It was disappointing to find out that whilst the software provided with the equipment does give an indication of volumes of traffic it is not sufficiently accurate to use in arguments to show that the amount of traffic through our villages is excessive.

- 2) The Parish Council and TAG collaborated on an LHI proposal for a significant reduction in the speed of traffic along the Dry Drayton. Our original detailed proposal was rejected by the evaluation board, but they made an alternative suggestion of changing the speed limit between the Business Park in Dry Drayton Road and the village gate to 40MPH which has been accepted. This is expected to be implemented later this year.
- 3) With the availability of some Section 106 money a proposal to make some improvements to the Oakington to Girton cycle path was presented to the PC and TAG by the cycle team at County Council level. Keen cyclists from TAG have been in detailed discussions with the County Council team on where the improvements would be of most benefit. The crossroads area still presents a significant risk for cyclists with no solution available in the current proposal.

We are currently trying to establish where all the cycle paths are in and around the villages and to gather together information on new cycle paths that have been proposed by the A14 improvements and Northstowe.

If you would like further information on any of the items above or have any suggestions or issue you would like addressed, please contact us by either calling the mobile number or email address below.

**Jim Bryant**

Chair: Transport Action Group

Mob: 07807 184691

Email: owcp.tag@gmail.com

## Appendix 6

### Oakington & Westwick Environment Action Group (EAG) projects underway or in development 2019

1. Improved sense of security for residents
  - a. Flood mitigation
  - b. Support for PC's Emergency Plan
2. Promotion of Oakington to inform residents & attract visitors
  - a. Information boards & signposts for Saxon burial ground, railway, pond history, dry dock, martyr's graves (already signposted)
3. Enhancement of village amenities
  - a. Support PC activities: Open Spaces Project
4. Help PC towards sustainable Oakington & Westwick, referencing SCDC's Sustainable Parish Energy Partnership (SPEP)
  - a. Climate change initiatives
  - b. Energy saving in the home, etc - see PC website
5. Preservation /enhancement of Bio-diversity
  - a. Wildlife & habitats including the green belt between Oakington /Northstowe
6. Improvements to village appearance & safety
  - a. Footpath Cleaning, liaising with PC, CCC & SCDC
  - b. Oakington & Westwick in Bloom c. Use of CCC Highways 'ReportIT' website
7. Communication & on-going consultation
  - a. Journal articles
  - b. Oakyfolk Facebook c. Village Day

Project Rankings: 1 Top priority; 2 – 5 In development; 6 – 7 Activities to maintain

## Appendix 7

### OWN report for Annual Parish Meeting, 29th April 2019

Oakington & Westwick Neighbours links people who need a hand or some company with people who have offered their skills or time. The kinds of things that neighbours do anyway – helping with shopping or with the computer, or popping in for a cuppa and chat – but not everyone knows someone they can ask. This year we have helped around 20 people plus many others through Cottenham Carecar. Eight new volunteers have signed up, taking the current total to 25. We do have more volunteers than requests for support at the moment. We are there for people of all ages; whether you're a parent, a carer, someone who can't get out so easily or who feels on their own, or just need some practical help, please get in touch, and you'll meet a new friend in the village.

This year we have put together a new leaflet, distributed to everyone in the Journal, and also to doctors, the shop, school, community nurses, etc. We have put on four events to bring people together – the Big Lunch bring and share picnic, a play called “Holding Hands” about living with dementia, the ever popular Tea & Jazz in the Butlins' lovely garden, and a fun bingo afternoon in February. The next event is the Big Lunch on the Rec on Sunday 9th June. See you there!

## Appendix 8

### Oakington and Westwick Community Association

#### Annual Report 2019

The committee would like to thank:

- Everyone who has helped during the year – that is around 100 people, not including all the local people who run stalls at the Village Day and Spring Market
- The Village Day and Journal Teams – who have both done great work
- Those who helped to organise the Spring Market: and the Bonfire and Fireworks
- The Parish Council who appointed a councillor to be a link with the Community Association, and also gave financial support. We're pleased to have our link councillor.
- The Pavilion who are always helpful and supportive to us.

We're going to report on our activities and achievements, and also highlight where we can improve and would benefit from more help:

- Starting with administrative tasks:
  - We introduced the new membership fee and now have 17 members including 3 individuals - and want to take this forward so that there is access to a shared membership list
  - We set up a system of shared access to documents – using Google Docs – and want to take this forward so that it's used for all our activities
  - We agreed a logo last summer – and want to make better use of it
  - Maintained our Public Liability Insurance and bought a Licence to sell raffle tickets
  - We are part of the Parish Council's Emergency Plan
- Moving to our activities:
  - The Village Journal's production and distribution has continued to be managed by a dedicated team, and the Journal is now in full colour. In June, and again at the last CA meeting in January, the Association agreed to subsidise the Journal from other activities to allow it to grow in size. This was made possible because the CA is in a better financial position

than two years ago when it had no reserves. We ran a Spring Market for the first time, as a joint event with the White Horse, and it was very popular. We hoped to run one in the autumn too, but didn't have time to put in all the work needed to chase bookings.

- We've developed links with Histon and Impington, and provided marshals for the Flaming June Half Marathon, for which we received a donation. This was a new venture.
- Through the Village Day Team, we ran a really successful Village Day – which, for the first time, included selling programmes and raffle tickets door-to-door, which with income from stalls brought in significant advance income and reduced the financial risk. Tim Wilson running the bar also helped to reduce our financial exposure. There were more stalls than ever, a great programme of entertainment, and many village groups promoted themselves and raised funds.
- We organised a great Bonfire and Fireworks night, and our 'key helpers all said they'd help again next year. The evening is also supported by Humpty Dumpty and the PSA who run their own stalls which add to the fun.
- We organised a Village Christmas Tree and Carol-Singing evening - another first and another joint venture with the White Horse who provided hot-dogs and mulled wine. Many thanks to Cottenham Brass Band for leading the singing. We now have the base and wiring for an annual tree.
- Finally, we stimulated a Support the Village Shop discussion and campaign

We hope to develop increasingly strong engagement and collaboration internally across the committee, our sub-groups and all members so that the Community Association continues to grow, and feels welcoming to new people who want to get involved.

## Appendix 9

### Pavilion Report 2019 for Parish Council

In the summer of 2018, the Pavilion celebrated being open for ten years, which is an amazing achievement for a volunteer committee who run a building. The committee celebrated with Joan and Derek Sidaway on village Day with a special cake. We continue our core principals to run a variety of sporting and social activities to suit all ages and levels of sport. We have maintained our self-funding which from the beginning was our main aim and one that the Parish Council set us when we opened.

It has been a full year since the Committee formally took over the legal letting of the building from the PC. We are now financially and administratively responsible for the day to day management of the Pavilion, and the process has been working well. Thank you, Laura, for your continued work on managing this effectively.

We continue to improve our links with Community Events in the village -  
Bonfire Night

Village Day and Own events

And these are important for the Pavilion and the village.

The community Association have given us a free membership on their committee, and it is important that we build on the relationship between the groups.

Again, as I comment every year that the MUGA, the Lottery and private hiring of the building remain the key to making the Sports Pavilion sustainable. The Pavilion is of course part of the village and we hope to continue to promote the pavilion for hired events over the next few months, mindful as always of the residents close by and the need to balance the books!

I would personally like to thank and acknowledge that I really appreciate the time and commitment of **all** the Pavilion Committee, especially core members – Mark Darling is an outstanding vice-chair and who does so much to support the committee and Tony Leadley, including organising the Village Lottery. Special thanks and appreciation must go to Laura Lawrence for all the extra work she undertakes as our Treasurer and the advice and guidance she offers as Parish Clerk. We also appreciate the active support

of Tony Starling our Parish council representative keeping us up to date and reporting back to the council.

Tony Leadley, who is always on hand to sort out behind the scenes problems, as Caretaker is now also doing an amazing job as bookings administrator. This new collective role has been a positive step in the improvement of the administration process and smooth running of the Pavilion. Tony as always is efficient, organised and keeps us in order, and we really appreciate the work he does above and beyond the role, thank you.

We as a Committee thank all the members of the Parish Council and hope that we continue the successes of the Pavilion in year to come.

**Elaine Bailey**  
**Chair of the Pavilion Committee**

## Appendix 10



Dear Councillors and Residents,  
Please accept my apologies for not being able to attend this meeting.  
From the 24<sup>th</sup> of April 2018 to present date, we have had 56 crimes reported to Cambridgeshire Police from the residents and businesses that reside within the villages.  
I have included a list of relevant crimes for Oakington & Westwick and a table comparing ASB, incidents and crimes with the whole of South Cambridgeshire.

The below crimes relate to: burglaries, thefts, criminal damage, shoplifting, assaults, threats, harassment, racially aggravated, stalking, possession of controlled drug, fraud etc.

<b>Incidents/Crimes</b>	<b>Oakington &amp; Westwick</b>	<b>South Cams</b>
Incidents	133	23296
ASB Incidents	0	10
Crimes	56	Approx- 6960

For more good work stories and crime prevention advice please check our blog <http://southcambscops.org/>.