



Minutes

Agenda Item

1	<p>Welcome and apologies Marcus Pickering, chair of the community association welcomed residents to the meeting. Apologies were received from Cllr Julie Wisson and deputy chair Emma Stevens.</p>	
2	<p>Notes of last meeting The minutes of the last meeting and an update on actions not covered elsewhere on the agenda were received. It was noted that closed actions would be removed from the action log:</p> <p><u>Updates</u></p> <ol style="list-style-type: none"> 1. Rotary have been invited to Great Get Together by Helene Tame 2. S106 or alternative funding for Fox Brook Bridge lighting will be taken forward by Cllr David Wells. Cllr Barry Chapman suggested funding for street lighting could be from the £25K remaining in the town funds from S106. It was agreed that the type of lighting was important for the open space new Fox Brook and it would need to comply with the County specifications. Action: David Wells to pursue funding via St Neots Town Council for Fox Brook Bridge lighting. 3. Q&A on Wintringham school are now on website following last meeting – Emma Steven's was thanked for getting the responses to questions agreed with the school and Cambridgeshire County Council schools provisioning team quickly so residents had answers to questions. 4. It was noted there were still a number of lights out across the estate – Marcus Pickering updated and said that there was a plan to replace street lights across the estate with LED lights. This would commence with adopted roads in October/November. 5. Eastern Expansion document plans – Action: Ben Pitt to request links to the planning documents from developers for the website. <p><u>Future agenda items were noted:</u></p> <ul style="list-style-type: none"> • Christmas tree funding – Love's Farm Blooms • Parish Council status for LFCA • Supporting school Fireworks event <p>A separate LFCA officers meeting will be held to discuss, website development and funding/sustainability of LFCA.</p>	
3	<p>Presentation: Wintringham – Rebecca Britton Urban and Civic Master Planners</p> <p>Rebecca Britton from Urban and Civic, the Master Planners for the Wintringham development, was welcomed to the meeting. Wintringham is the site the south of Love's Farm and part of the Eastern Expansion of Love's Farm. It was noted the Eastern Expansion also includes the Gallagher's development to the east of Love's Farm and Gallaghers would be invited to attend a future meeting to present on their plans for their site.</p> <p>Rebecca updated on Urban and Civic's (U&C) plans for Wintringham and responded to questions:</p> <p><u>Timeline for the development – next steps</u> In principle the planning is approved with the exception of agreement between Cambridgeshire County Council, U&C and Gallaghers, of the 106 funding. The are two outstanding issues i) timing of the build of two schools and ii) how the affordable housing mix is spread across Wintringham and Love's Farm East.</p> <p>Rebecca advised there was a hybrid application for Wintringham – this was for the infrastructure and the Master plan for the whole development. It was noted the construction compound for Wintringham is ready to be established once the agreement is signed off.</p> <p><u>Community buildings</u></p>	

There were some outstanding planning areas which were not included in the detailed plans this included community services. Of note was the ongoing discussion to establish the community centre before 1,200 homes are built, which is the threshold for providing a community facility. Rebecca advised a more permanent building for the community would be built but it would initially be offices for the construction site and over time would change its use to be a community building. The community were asked for their views given the experience of Love's Farm and the lack of community services for the estate until the development was almost complete. Rebecca said that Rebecca added that U&C were talking to providers such as citizens advice and Job Centre Plus to occupy the building so the space was well used. It was hoped the building would be available in 18-24 months. The building will be located near the school and connected by a civic square. Once 1,200 homes had been built, in approximately 4 years, the building would have all the elements of a community service hub. It was noted that U&C did not want to compromise the facilities of Love's Farm House either which is why it was helpful to understand the existing community needs too.

It was noted the Nuffield Trust, who owned part of the land Wintringham will be built on, were excited about the work Urban and Civic were doing and were investing more money into the project around health of the population. Walk ways across the site would be opened early too, for example the Northern Brook. Input from community groups was very much welcomed

Engagement on the plans will take place by the end of the year.

School building and access

It was noted the school application for Wintringham School's permanent building will be made soon to ensure that the building is ready for September 2019. The plans for the school had been brought forward to enable Love's Farm children to access a school closer to their community as Round House was oversubscribed. The contractors and architect have been appointed. It was confirmed that by September 2020 the school would be open. Due to academy status it is possible to open the school mid-term.

It was asked what consideration had been given to the crossing point to ensure the access was safe for transition of children from Love's Farm to Wintringham School and the additional footfall between the two 'sister' schools. It was agreed children moving across the two school sites was an important consideration to ensure safe traffic across the two developments was managed and there were safe crossings. It was noted there was no planning application at the moment for additional road crossing points. Rebecca said a signed of plan by Cambridgeshire County Council said that the toucan crossing to the west of the station approach round about was agreed and was safe. Cllr Barry Chapman highlighted concerns about children's lives being put at risk but also the number of vehicles using the Cambridge Road. It was asked what the projected use of the Cambridge Road was likely to be during peak times and Rebecca indicated this was included in the transport plans. Cllr Ben Pitt said there was disappointment in the community about the lack of crossings on Cambridge Road in the plans following discussions with U&C by LFCA. Rebecca said the plans for the school had not caught up with the capacity at Round House and the sister school. The detailed design of the school and the travel plan will pick up the issue of flow to the school.

Cllr Nik Johnson asked if discussions had considered underground versus over ground options for crossing Cambridge Road and flow of people between the developments so that a the pedestrian travel corridor would be separate from the traffic and enable traffic to be free flowing. Rebecca advised that thought had been given to a subway or bridge by U&C but the proposal was to calm the road. It was noted the road was extremal busy, especially at peak times when commuters were travelling through the area to get to the station for timed trains. Rebecca suggested U&C could do some work with the St Neots Master Plan to look at options to create a gateway into the town along the Cambridge Road but there were key services e.g gas and electricity which may prevent a 'grand/high visual impact' scheme.

The impact of additional construction traffic on Cambridge Road was raised. Rebecca said this had been considered in the construction management plan. Construction traffic would be controlled through contractor contracts so that there were not construction movement during school or peak commute times. It was noted that opening up the Love's Farm northern access could alleviate some of the pressures on the Cambridge Road..

Engagement with the community of Love's Farm

It was agreed that engagement was important and the sessions at the Farm House worked really well for U&C. Other routes, e.g via LFCA and facebook and emails to the community weres useful too. U&C sought ideas on how to engage with the community. It was agreed it worked well to use the existing communication channels. It was asked if U&C could help residents understand the plans that would benefit residents input on.

It was asked what engagement there had been with the traveller community who are situated to the west of the Wintringham site. Rebecca said there had been engagement and a meeting too place

recently with further meetings planned. The traveller community were concerned about what is on the border of their site and U&C were working with the liaison lead for the community to have a mutually agreed boundary with the land.

U&C were asked if they could contribute to the newsletter costs via sponsorship which Rebecca agreed to support. Rebecca confirmed that U&C would also attend the Great Get Together and would provide some funding for the Great Get Together and the Big Lunch. Helene and Emma Lovelock will email Rebecca with information about the event and sponsorship.

Rebecca said she would work through a timetable once the S106 was agreed to and look at when U&C could engage with the community and on what issues.

Rebecca was thanked for her time and the updates she provided to the community group.

Action: LFCA communications to update residents on Wintringham development

Action: Helene Tame and Emma Lovelock to get in touch with U&C to confirm contribution to cost of newsletter and community events such as Big Lunch and Great Get Together.

Action: Gallagher to be invited to attend a future meeting to present plans for Eastern Expansion

Building great relationships in our community.

4 Committee Governance

Meet the Councillors

The new councillors for St Neots Town Council and Huntingdonshire District Council for Love's Farm introduced themselves and responded to questions.

- **Colin Holmes** said he was really taken by the community of Love's Farm when he moved here and had stepped up to do something new for the community of Love's Farm.
- **Stephen Ferguson** said he was a resident and moved from London. Chair of Governors for a SEN school. He is event co-ordinator for Pocket Park run (free 5k run each weekend) which will be launched on 16 June. He said he was looking forward to representing the different community of Love's Farm and their interests.
- **Ben Pitt** said he was a musician but when he came to Love's Farm took on a community role. He said he is now chair of the Love's Farm Community Centre and worked with the LFCA. Ben added he runs the St Neots film club too. He said he ran as a candidate to ensure that Love's Farm residents were represented in the 4 elected member positions for Town Council and he wants to work with the Town Council on community buildings and opportunities for residents.
- **Caroline Gregson** said she was keen to look at how commuters interact in the town. She said she was involved in the Farm House and was a Trustee of St Neots Aquatic and Leisure charity which is working to build a splash park in the town. Caroline added that she feels the Town Council is under represented in terms of women and younger people and it was really important to have residents of Love's Farm representing the community.
- **David Wells** introduced himself as the newly elected district councillor for St Neots East & Love's Farm. He said his overall objective is to work with the new Town Council reps and District Councillors on three areas; i) community and facilities such as parking ii) Wintringham and Love's Farm East developed to build the new community and iii) wider St Neots and Huntingdonshire Master Plan for St Neots to build the economy
- **Dr Nik Johnson** said he was a paediatric consultant at Hinchbrook Hospital and was also District Councillor for Love's Farm and St Neots East. He said he was inspired by the optimism of Love's Farm residents as a community and the inspirational people on the development and added he wants to take on the community's aspiration and make things even better.

It was asked what the best way of helping councillors to represent the community of Love's Farm might be. Marcus Pickering encouraged Councillors to attend the LFCA meetings and also to consider face to face surgeries – it was noted these usually take place on the first Saturday of the month. PCSO Daniel Grant said the surgeries were very helpful as residents could raise issues at LFCA but also at the meetings as a one stop shop e.g. including PCSO, housing providers and town councillors. The Town Councillors said there was representation on all the subcommittees and groups which had been divided up between the 4 councillors for Love's Farm. It was agreed that new councillors could learn from others but will also retain their manifestoes for Love's Farm.

Action: updates from Town Councillors, eg on Master Plan and subcommittees to future LFCA meetings as agenda item

	<p><u>General Data Protection Regulations (GDPR)</u> LFCFA agreed to adopt a privacy policy for the website to cover the data that we hold for residents who register to use the website and which is then used for the LFCFA contact list for emails. It was suggested that LFCFA should be named as the data controller but noted that LFCFA did not have any legal status and everyone was a member of the association.</p> <p>Action: privacy policy to be added to the website and residents notified of the GDPR requirements for LFCFA</p>	
<p>5 Working Groups</p>	<p>i) Events – Emma Lovelock provided an update to say she was working on arrangements for the Big Lunch. Views were sought on if the scarecrow festival should be supported or not and it was agreed that the festival would be postponed for a year. Emma said a street hunt would take place over the summer holidays. She added tickets were available for the X-Factor during the first week of the summer holidays with just the cost of the coach needed. The monthly quiz continues but a volunteer was needed to host the June quiz.</p> <p>ii) Great Get Together – Helene Tame updated on plans for the event on 23 June, 2 – 4pm at Round House School. There were in excess of 25 stalls promoting the community. A mile long walk to the community centre to the Farm House BBQ and jam session would conclude the event. £300 had been secured from the British Transport Police Lottery Fund to use for an event shelter and for publicity. Thanks was extended to the resident for highlighting this fund. It was noted U&C would contribute to funding the event too.</p> <p>iii) Street reps – in the absence of Emma Stevens, Marcus Pickering provided an update i) Clark Drive requires a street rep following the departure of Charli Day ii) The Pastures have requested help setting up a Facebook page which Marcus will help with iii) no responses yet to running a Street Rep stall but Emma has suggested a LFCFA stall which she is happy to co-ordinate. It was also agreed Councillors would join the LFCFA stall.</p> <p>Action: Great Get Together to be advertised on LFCFA Facebook page, newsletter and website and street reps encouraged to invite neighbours. Action: Clark Drive to be asked to nominate a new street rep</p>	
<p>Developing and managing shared resources and spaces</p>		
<p>6 Working Groups:</p>	<p>i) SMART – Helen Tame confirmed the next SMART day is on 19 May. The morning will be from 9.30 – 11.30. The graffiti would be tackled this time.</p> <p>ii) Love’s Farm Blooms – email to Iain to thank them for the recent attendance of the landscaping. Action: Town Council would be asked to work out a schedule for attendance of the open spaces.</p> <p>iii) Finance – David Wells advised that the consultation Welcomed U&C contribution to the newsletter. Officers Meeting.</p>	<p>10 minutes</p>
<p>7 Northern access update</p>	<p>Cllr Julie Wisson provided an update following the end of the consultation on the temporary prohibition of driving notice which closed on 26 January and responded to questions on what more can be done ensure access remains open e.g. for emergency vehicles.</p> <p>It was noted that Julie had contacted Cambridgeshire County Council officials to ask why emergency vehicles are not able to gain access through Hogsden Leys and what was being done to address this.</p> <p>Residents continued to highlight concerns to Councillors and via LFCFA.</p> <p>David Wells said he had spoken to Cllr Matthew Schuter, chairman of County Highways. A feasibility study of the options had been commissioned. David said that LFCFA needed visibility of the issue and noted that LFCFA had been promised sight of the scope of the feasibility study. David added he hoped to see the options papers as soon as possible.</p> <p>It was agreed provision of emergency access was important to the community and less controversial than the access for everyone. Julie said she had written to ambulance and fire services to seek clarification on what was going on with emergency vehicle access. James Catmur highlighted the planning application clause which clearly says that emergency access was a planning commitment.</p> <p>Action: Cllr Julie Wisson to continue to liaise with Cambridgeshire County Council to ensure access is looked at for emergency access and update on the outcome of the consultation, highlight resident examples of the impact of the lack of access and confusion. Cllr David</p>	

	Wells to seek update from Cllr Matthew Shuter.	
8	<p>Cambridge Road Crossing</p> <p>An update was provided on engagement with Cambridge County Council about the Cambridge Road crossing for residents of Love's Farm to access Wintringham development and Wintringham School safely. It was noted that a meeting with Cambridgeshire County Council Highways will take place on Friday 18 May. The group considered next steps which included highlighting:</p> <ul style="list-style-type: none"> - the scope for Urban and Civic to put a bridge in place - the need a solution to prevent lives being put at risk - support for a 'gateway' project such as a green space to connect the two developments - implications of increased pedestrian movements between the school sister schools and the need for safe crossings in the right place for children as well as commuters - links with the Master Plan, traffic at peak times and travel routes if changes to A428 go ahead <p>It was noted that LFCA had commented on the plans but there appeared to have been no consideration of the communities views or understanding of the pedestrian traffic needs, especially following the announcement that the Diamond Learning Partnership would be running both school sites as sister schools.</p> <p>Action: Ben Pitt to lead discussions with Tracy Bryden and share minute of meeting with Cllrs about Cambridge Road crossing following meeting on 18 May.</p>	
9	<p>Parking scheme for Love's Farm</p> <p>Cllr David Wells provided an update on progress of scheme for parking restrictions and the consultation process. He advised that Cambridgeshire County Council Highways were working on putting together the online survey and a link will be included in the consultation letter. Cambridgeshire County Council were still working towards the 13 June for engagement with the community at the Farm House and requested support from LFCA reps in delivering the letters.</p> <p>Action: Street reps to help with consultation event and delivering parking scheme consultation letters from Cambridge County Council Highways.</p>	
10	<p>Farm House update</p> <p>Ben Pitt updated on news from the Farm House. He said £18k surplus was achieved in the financial year and would be used to create a fund for replacing contents e.g. furniture and flooring. Kitchen deep clean taking place regularly. It was noted the garden is well maintained and bar manager was being sought. He said the film night had a Spanish theme with bar open as usual.</p>	
11	AOB	

Actions from previous meetings and updates

	Action	Update	LFCA lead
1.	David Wells to look at funding sources within town council funds to improve lighting on Fox Brook bridge	Update needed	David Wells
2.	<p>a) Julie Wisson to share scope of northern access feasibility study and confirm next steps following consultation on northern access closing on 26/1.</p> <p>b) Residents to be encouraged to complain to East of England Ambulance service if they have concerns about traffic blocking the roads on the estate or the northern access gate not being used to access them in an emergency.</p> <p>c) Example of impact of northern access being closed to be shared with Cllr Julie Wisson, Cllr Mathew Shuter, Head of Highways and Infrastructure Committee and Graham Hughes, Chair of Economy and Growth Committee at Cambridgeshire County Council.</p> <p>d) Committee officers and residents to be invited to attend the Highways and Infrastructure meeting</p>	<p>Update needed</p> <p>Email circulated via street reps. New examples requested to go direct to Cllr Wisson</p> <p>On going – John Gerrard presented to Town Council</p> <p>Update needed on attending next meeting – July?</p>	Julie Wisson
3.	Updates from Town Councillors, eg on Master Plan and subcommittees to future LFCA meetings as agenda item	Complete	
4.	<p>Love's Farm household survey (CCC)</p> <p>a) newsletter to update community on the outcome of the report using 200 word article with further information on the website.</p> <p>b) Mike Soper and Penny to update on place planning and Wintringham numbers and also to attend future meeting.</p> <p>c) Mike to work with David Wells to report on secondary school planning numbers based on data to inform secondary school places.</p>	Update needed	Marcus Pickering/David Wells
5.	<p>Share list with Gallagher lights not sure about. Form on website to identify location of lights</p> <p>Clark Drive to be asked to nominate a new street rep</p> <p>Street reps to help with consultation event and delivering parking scheme consultation letters from Cambridge County Council Highways.</p>	<p>On going – plan needed for street lights</p> <p>Update needed</p> <p>Complete</p>	Emma Stevens/Elle Gray
6.	<p>Helene Tame and Emma Lovelock to get in touch with U&C to confirm contribution to cost of newsletter and community events such as Big Lunch and Great Get Together.</p> <p>Great Get Together to be advertised on LFCA Facebook page, newsletter and website and street reps encouraged to invite neighbours.</p>	<p>Update needed</p> <p>Complete</p>	
7.	Ben Pitt to lead discussions with Tracy Bryden and share minute of meeting with Cllrs about Cambridge Road crossing following meeting on 18 May.	Complete	
8.	Ben Pitt to work with Cllrs to ensure information about Eastern Expansion is accessible via LFCA /uploaded to the website.	Update needed	Ben Pitt/ Cllrs/ Urban and Civic.

	Gallagher to be invited to attend a future meeting to present plans for Eastern Expansion	Update needed	
9.	Love's Farm Blooms a) David Wells to provide update on Blooms finance b) Community Christmas tree funding to be investigated	Future agenda item Future agenda item	David Wells Phyllis Hooper
10.	Funding sources for LFCA activities explored e.g BTP Sports Lottery Fund	Separate officers meeting to take place	Marcus Pickering/David Wells
11.	Love's Farm community association becoming a Parish Council to be discussed at a future meeting based on information Julie Wisson provides	Future agenda item	Julie Wisson/ Helene Tame
12.	Views on LFCA support of Round House School fireworks – future agenda item.	Future agenda item.	Marcus Pickering
13.	Views on website development to be sought	Separate officers meeting to take place	Marcus Pickering