



Longstanton Parish Council Meeting Papers

Full Council Meeting: 14th September 2020



Longstanton Parish Council

Minutes of the Full Council Meeting, held at
ONLINE via Zoom Meeting
Monday 10th August 2020 at 7.34pm

Present: Cllr delaMare-Lyon (Chairman), Cllr Owen, Cllr McPhater, Cllr McNair, Cllr Mrs Brash-Hall (arrived at 7.38pm), Cllr Street (arrived at 8.05pm)

Clerk: Libby White, Parish Clerk
Jon London, Northstowe Community Officer
D Cllr Cheung Johnson (arrived 7.57pm)

In attendance: 3 members of the public

20-21/48 CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the August online meeting of Longstanton Parish Council.

20-21/49 APOLOGIES FOR ABSENCEⁱ

Apologies were received and accepted from Cllr Burns, Cllr Owens (work commitments) and Cllr Harrison (personal).

20-21/50 COUNCILLORS' DECLARATIONS OF INTEREST

Declarations of interest from Councillors on items on the agenda: Cllr Street item 56d Wilsons Road

Requests to Speak: None required

To receive requests for dispensations: None

Grant of dispensations: None.

20-21/51 PUBLIC PARTICIPATION SESSION (10 min)

Resident noted that he was attending as he has a planning application in for a new office and was making himself available to answer any questions the council may have.

Cllr Mrs Brash-Hall arrived at 7.38pm.

20-21/52 APPROVAL OF MINUTES

- a) It was **proposed** by Cllr Owen, seconded by Cllr McPhater and **RESOLVED** that the minutes of the Full Council Meeting held on 13th July 2020 be approved and signed. The minutes had been emailed to all councillors and the Chairman signed at the time of the meeting to be delivered to the Clerk.
- b) The Clerk noted the following:
 - It was noted that Ms Stephanie Ness had resigned as Cllr meaning that there is a second casual vacancy to be filled.
 - Wasps feeding on the public open space between Bullen Close and Sheepwash Way has been highlighted to those walking past and put on social media. Hopefully will have disappeared within 2 to 3 weeks.
 - Cemetery Audit has commenced. Some remedial work of plots will be required at some time soon. The Clerk will report back as necessary.
- c) Clerk's Report - *circulated with meeting papers prior to meeting*

20-21/53 DEWATERING OF GRAVEL SEAM

Resident provided his thoughts about the apparent lack of some documentation within the applications for Northstowe Phase 3A and 3B. He noted that SCDC have employed the expert for the potential dewatering on behalf of the Parish Council. Has posted images of local ponds on Twitter and has been approached by companies who would support the parish to litigate if necessary. He believes SCDC should give the funding to Longstanton Parish Council to pay for the investigation directly rather than via the District Council for transparency and accountability. After some discussion, Cllrs feel that the HR Wallingford should be communicating through the PC only and the District Council should not be in contact now.

Cllr delaMare-Lyon asked if Andy Thompson (planning officer for SCDC in attendance) wanted to speak. Mr Thompson confirmed that there are two stages to determining an Environmental Impact Assessment (EIA).

Cllr Street arrived at 8.04pm

The first is a Screening Opinion which is a request from the applicant to determine whether there are any significant, unique or complex issues which require the development to be assessed under the EIA regulations. This is the first stage of consultation (with Statutory Consultees) or alternatively you skip directly to the EIA. If it is concluded that an EIA is required then the applicant moves to the next stage which is a Scoping Opinion. The applicant can appeal to the Secretary of State the decision of the Local Planning Authority (LPA). This has occurred on Digital Park and Endurance Estates. A screening exercise is not needed if it is agreed that the proposals are EIA development.

The EIA Scoping is assessed by the LPA and statutory consultees and comments must be made within 5 weeks (unless otherwise agreed in writing with the applicant). Not all areas will be covered by an EIA, with some being outside the assessment for example, if there are no trees, trees would be scoped out. It was asked if hydrogeology was included or excluded. Mr Thompson confirmed that hydrogeology is included in the Environmental Statement under Chapter 10 with Cumulative Assessment at Chapter 17 and further assessment at Chapter 18.

It was asked if the team working with Homes England understand the concerns raised from Phase 1 and whether it has been taken into consideration in their report. Mr Thompson confirmed that they take into consideration any permission or allocation as committed development that would be impacted on as a result of the development. This could be wide ranging depending on the impact being assessed. Phase 1 and 2 are identified as committed developments. This could be as far as 20km or further in the case of some issues. The cumulative impact is considered.

Following the scoping opinion, the applicant will prepare the Environmental Statement which will also be checked legally prior to submission. It should be noted that the Government, as a result of the UK leaving the European Union, is reviewing EIA procedures and regulations.

D Cllr Cheung Johnson confirmed that she had no comments over and above what Mr Thompson had advised, and that they are aware it is included in the scope and not as set out in the letter.

It was **noted** that the issue was not going to be resolved at the meeting and not reasonable to think it could be due to the disparity between views. It was requested that the Clerk confirm the rules of engagement with HR Wallingford to confirm the points from both DF and AT and to bring to September meeting and see if there is action to be taken.

It was confirmed that there will be a further consultation on questions raised by various consultees in the planning process for Phase 3A and Phase 3B with Longstanton Parish Council having the opportunity to make further comment and would be encouraged to do so. D Cllr Cheung Johnson asked that the parish council share concerns with the D Cllrs in order that they can support the concerns at Planning Committee.

It was agreed to have a working group to look at the issue. The clerk advised that there needed to be a minimum of 3 Cllrs on any Working Group. The agreed working group would consist of Cllr McNair, Cllr Brash-Hall, Cllr Owen, and 2 residents.

Action: Clerk to pull the Working Group together to meet in preparation for the September meeting

20-21/54 NORTHSTOWE MATTERS

a) Item brought before item 20-21/53.

Jon London noted that most activities are still not happening at Northstowe. There are currently 566 occupations across Northstowe, the Community Wing and 3G Sports Pitches remain closed and discussions are ongoing about how they may open in due course. There are no plans *not* to open the Wing. First Rampton Drift Residents meeting held with 40 members of the public watching. The videos from the last main forum are available on the website. Everyone is aware of the ASB in certain areas of Northstowe and working with BPHA, David Wilson Homes and other builders to try and resolve it. 8th Sept – 9th Sep Station Road will be closed between first traffic lights to Guided Busway.

Cllr Mrs Brash-Hall asked how housebuilders will help with ASB. Jon noted that there are some things they can do and they are keen to be involved, as it is in their interest that their areas are not

highlighted as a problem area. Some are providing small cash grants for community items to help address ASB concerns which may include littering – therefore providing an extra bin.

Concern was also raised that the noise from the Northstowe pitches will be towards the Longstanton end and Longstanton residents will bear the brunt of it. It was agreed to invite the PCSOs to join the September meeting.

Jon London left at 7.56pm

- b) It was **noted** by the Clerk that the officer looking after the investigation into the potential dewatering of the gravel seam has been on annual leave. No update on the progress of the investigation was available. All contact details have been supplied to HR Wallingford via SCDC.

Action: *Waiting to hear from HR Wallingford.*

20-21/55 FINANCE MATTERS

- a) The Clerk noted that the Financial Reports had been sent to all Councillors with the papers for the Finance Committee meeting in July, detailing Earmarked Reserves, cash transactions within each account and other information including Trial Balance, etc. It was **noted** that the bank accounts at the end of July stands at £496,815.27. A couple of questions have been raised from External Auditor to clarify items such as the investment of Home Farm funds to Property Fund.
- b) It was **noted** that the community group who organise the annual Over 60s Christmas Lunch were considering a 'socially distancing' alternative to the pub meal this year. The group have approached Longstanton Parish Council to ask for a donation towards a 'pie and peas' dinner which would be delivered to a maximum of 60 residents on 10th December, with instructions on how to cook the meal. The cost will be £5.50 per head. The group has raised £150 towards the event (from last year's raffle as no fundraising events have been able to take place this year). The Clerk noted that the addition of a desert would be £2.50 per head.

After a brief discussion it was **proposed** by Cllr Street, seconded by Cllr McNair and **RESOLVED** by a unanimous vote to pay £480.00 towards the meal to allow two courses and look to use from the Covid-19 funding.

Action: *Clerk to contact the ladies and look into restrictions of COVID-19 funding.*

- c) The Clerk updated councillors on the ongoing issues with Opus Energy provider of the streetlight energy following responsibility being passed from Cambridgeshire County Council in 2019. It was **noted** that no invoicing had been received since the contract was taken out (Oct 19) and the communication with Opus had been lacking. Due to the complaint raised by the Clerk, the company was offering a £100 discount. It was **proposed** by Cllr McNair, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote to accept the discount and look for an alternative provider and to agree the best supplier via email due to the time scales before renewal of contract.

Action: *The Clerk to liaise with Opus and look for new contract details.*

20-21/56 PLANNING MATTERS

Planning Matters for comment

- a) S/3215/19/DC – AMENDED Discharge of Conditions 4 (Foul Water Drainage) and 5 (Surface Water Drainage) of planning permission S/2937/16/FL at The Retreat, Fewes Lane, Longstanton
It was **proposed** by Cllr Owen, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote that the planning application continues to be recommended for parish Council **OBJECTION** to this application as it continues to propose discharge the surface water drainage directly into the village watercourse which is in contravention of policies CC8 and CC9 of the South Cambridgeshire Local Plan 2018.
Action: *Clerk to pass comments to SCDC.*
- b) 20/2526/HFUL – construction of log cabin, garage and storage area structure at Gresley House, Station Road, Longstanton
It was **proposed** by Cllr Owen, seconded by Cllr Street and **RESOLVED** by a unanimous vote that the planning application be recommended for parish Council **SUPPORT**
Action: *Clerk to pass comments to SCDC.*

- c) [20/02970/FUL](#) – Erection of detached part single, part two storey flat roofed building for use as an office/studio with associated parking and landscaping at Green End Farm, Over Road, Longstanton
It was **proposed** by Cllr Street, seconded by Cllr Mrs Brash-Hall and **RESOLVED** by a unanimous vote that the planning application be recommended for parish Council SUPPORT
Action: Clerk to pass comments to SCDC.
- d) The application [20/02966/SCRE](#) – EIA – Screening opinion for a proposed solar farm at Wilsons Road, Longstanton was **noted**.
- e) [20/02771/HFUL](#) – Single Storey rear extension and garage conversion at 25 Mills Lane, Longstanton
It was **proposed** by Cllr Owen, seconded by Cllr de la Mare-Lyon and **RESOLVED** by a unanimous vote that the planning application be recommended for parish Council SUPPORT.
Action: Clerk to pass comments to SCDC.
- f) [20/02819/S73](#) – Variation of Condition 2 (plans) of planning permission S/2930/18/FL at 3 Haddows Close, Longstanton
It was **proposed** by Cllr de la Mare-Lyon, seconded by Cllr Owen and **RESOLVED** by a unanimous vote that the planning application be recommended for parish Council No Comment.
Action: Clerk to pass comments to SCDC.
Northstowe Planning Matters for comment
- g) [S/3164/15/NMA](#) – Non-material amendment of planning permission S/3164/15/RM at Northstowe Phase 1
It was **proposed** by Cllr Street, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote that the planning application be recommended for parish Council OBJECTON and would like to understand why the water feature been removed from the plans a) only put through at this late date and b) after the square has been constructed and it is presumed the relevant pipework included already.
Action: Clerk to pass comments to SCDC.
- h) The application [S/0045/19/COND6](#) Condition 6 - Artificial Lighting Scheme at Parcel H10, Northstowe Phase 1 was **noted**.
- i) The application [S/0045/19/COND11](#) Condition 11 - Street Lighting at parcel H10, Northstowe Phase 1 was **noted**.
- j) The application [S/0045/19/COND17](#) Condition 17 - Light Spill at Parcel H10, Northstowe Phase 1 was **noted**.
- Planning Matters for Information Only**
- k) [20/02763/FUL](#) – Relocation of refurbished BT K6 Phone Box to the Village Green (from Magdalene Close) as 'Longstanton Spice Museum' at Longstanton Village Green, off Nelson Crescent, Longstanton

20-21/57 COUNTY COUNCIL MATTERS

It was **noted** that the County Councillor's report had been circulated within the meeting papers. Due to Cllr Hudson's absence any questions would be emailed for clarification.

20-21/58 DISTRICT COUNCIL MATTERS

Item was brought before 20-21/55.

D Cllrs have objected to Northstowe Phase 3A following the objection from Oakington & Westwick. The plans to change the planning laws mean allowing developers to do more without consultation and with permission under permitted development. Possible eradication of S106. D Cllrs strongly suggest the PC should write to MP and present the views of the PC. Cllr Owen observed that the new legislation takes away the possibility for those closest to potential harmful development to comment which makes it worse.

It was confirmed that the offender of the fly tipping from outside cemetery has been issued a fixed penalty of £400. Not paid yet, but SCDC will look to prosecute if necessary.

20-21/59 COUNCIL ADMINISTRATION MATTERS

- a) It was **noted** that the Clerk had included one of her assignments 'Should Longstanton Parish Council Declare a Climate Emergency', within the meeting papers for this item. After some discussion, it

was **proposed** by Cllr McNair, seconded by Cllr delaMare-Lyon and **RESOLVED** to declare a Climate Emergency and to encourage the village to get more involved in activities in the village.

CARRIED
2 abstentions

Action: include Cllr McNair on the Sustainability Working Group

20-21/60 COMMUNITY MATTERS

- a) It was **noted** by the Clerk that current Government Guidelines on outdoor events were. All Saints Church are considering how they hold their church service for Remembrance Sunday this year, as current legislation only allows 30 in the church at any time.

It was **proposed** by Cllr Mrs Brash-Hall, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote that it be proposed to the Church that the Remembrance Sunday event be moved to the Recreation Ground to allow as many people as possible to take part.

Action: Clerk to liaise with Rev Gill.

It was **proposed** by Cllr Mrs Brash-Hall, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote that a different type of event, perhaps a float to be driven around the village, be looked at for Christmas due to the ongoing limitations with social distancing.

Action:

- b) Following approaches by LDHS to consider various bodies working together for the benefit of local heritage, it was **proposed** by Cllr delaMare-Lyon, seconded by Cllr McNair and **RESOLVED** by a unanimous vote to ask LDHS to send in a presentation (supplied a week in advance) about what help would be needed of Longstanton Parish Council and allow a 10min question and answer session at the September meeting.
- Action:** Clerk to liaise with Hilary.
- c) Following a brief discussion about the Christmas Tree, a resident attending the meeting offered to find the largest Christmas tree he could get, to plant on the Village Green. He will come back to the Clerk the next working day. It was **proposed** by Cllr delaMare-Lyon, seconded by Cllr Mrs Brash-Hall and **RESOLVED** by a unanimous vote that look for see what size plantable Christmas Tree the resident can get for the Village Green, plant the one ordered and held by Brookside on Northstowe Green if permission is given by L&Q and to get the two Christmas trees from Elveden. It was **noted** that Brookfield Groundcare have offered to purchase the Christmas Tree for Longstanton for 2020.
- Action:** Clerk to liaise with all parties.
- d) It was **noted** that the Sustainability Working Group were almost at a stage where the accreditation for 'Plastic Free' could be applied for but the Parish Council needed to provide a more detailed commitment on plastic free to enable the registration to take place. It was **proposed** by Cllr Street, seconded by Cllr McNair, and **RESOLVED** by a unanimous vote that:
- Longstanton Parish Council agrees to put a member on the strategic group
 - Longstanton Parish Council agrees to support all Plastic Free Communities initiatives in the area
 - Longstanton Parish Council pledges to act by example and remove single use plastic items from its premises

Action: Clerk to liaise with residents working towards this initiative.

- e) The Clerk noted that Cambridge Water are providing a Pebble Fund to help improve biodiversity for community projects to create, restore or improve habitats. It was agreed to find more information and the parameters for Kingfisher Pond and attenuation ponds. Potential to consider the pond on Ladywalk as there is dispute about the ownership.

Action: Clerk to find further information

20-21/61 HIGHWAY AND FOOTPATH MATTERS

- a) It was **noted** that the Clerk has been informed that Vine Technical Services are no longer working on the behalf of the developers and to get information the Clerk is approaching the developers themselves to find out the current situation with the adoption of Home Farm Phase 2 roads (which has to be completed before Phase 3 can be considered) and the Central Open Space. There was no further news this month.

Action: Clerk to continue to follow up with all parties.

- b) Cllr Owen had requested the safety of Station Road (B1050) at Northstowe be considered following a lot near misses with traffic either speeding or jumping the lights. Though the speed limit is 30mph from Longstanton to the Guided Busway a lot of the traffic does not behave like it is 30mph. It was noted that the B1050 at this point has the feel of a main road but in an urban development. It is also the direct route to walk to school. Data from Cambridgeshire County Council showed that 1 in 5 are going over busway junction at over 45mph into a 30mph zone as they come from Willingham towards Longstanton. It was also noted that Speedwatch are unable to work in area due to street furniture, junctions, traffic lights.

After some discussion it was **proposed** by Cllr Owen, seconded by Cllr delaMare-Lyon and **RESOLVED** by a unanimous vote to approach C Cllr Hudson to ask for a red surface and 30 in circle to reinforce the 30mph due to the lack of highway safety.

Action: Clerk to liaise with C Cllr Hudson

20-21/62 POLICE MATTERS

The Clerk noted that there was no news from the PCSO due to annual leave. It was **noted** that there have been some break ins to homes where they have taken keys and stolen cars.

20-21/63 COMMITTEE MATTERS

The draft minutes for the July Finance Committee were circulated to Council members prior to the meeting.

20-21/64 MOTION TO EXCLUDE

It was **proposed** by Cllr Owen, seconded by Cllr McPhater and **RESOLVED** by a unanimous vote that the public (including any members of the press) be excluded during consideration of the following item 65 as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

The meeting closed at 10:30pm.

20-21/65 EMPLOYMENT MATTERS

During the exclusion it was agreed that a risk assessment of the office would be carried out to ensure it is safe for the Clerk to return to the office due to ongoing COVID-19 concerns.

It was also agreed that Cllr Mrs Brash-Hall and Cllr Owen would carry out the performance review of the clerk.

20-21/66 MOTION TO RE-ADMIT THE PUBLIC AND PRESS

To resolve that the confidential business having been concluded, the press and public be readmitted to the meeting.

Meeting re-opened at 10.47pm

20-21/67 CORRESPONDENCE (for information only)

It was **noted** that various NALC, CAPALC and SCDC newsletters have been forwarded to Cllrs during July.

Next meeting to be held on Monday 14th September 2020.

Meeting closed at 10.48pm.

Signed:

Chairman

Date:

ⁱ LGA 1972, s.85

20-21/73 Dewatering of Gravel Seam

A chance to meet Andrew Ball and Amy Wilcox of HR Wallingford who are carrying out the investigation into the potential dewatering of the gravel seam on behalf of Longstanton Parish Council.

20-21/74 Heritage Matters

A receive a report from Longstanton and District Heritage Society about preserving the heritage for Longstanton and Northstowe and how Longstanton Parish Council can be involved (**appendix 1**)

20-21/75 Northstowe Matters

- a) To receive an update from the Community Project Officer for Northstowe.
- b) To receive an update from the police on community concerns about Anti-Social Behaviour and other matters surrounding Northstowe and Longstanton.
- c) Members are to consider the questions raised in the questionnaire created for the second round of the Community Governance Review and answer the questions asked in addition to the letter recently sent to South Cambridgeshire District Council (**appendix 2**).

20-21/76 Finance Matters

- a) To receive an update on the financial position of the council from the Clerk. The reports sent to the Finance Committee have been sent to Cllrs as a separate email.

20-21/77 Planning Matters (links to all planning applications can be found on the website:

http://www.longstanton-pc.gov.uk/Planning_Applications_22977.aspx)

- a) To receive an update on application [S/3215/19/DC](#) – AMENDED Discharge of Conditions 4 (Foul Water Drainage) and 5 (Surface Water Drainage) of planning permission S/2937/16/FL at The Retreat, Fews Lane, Longstanton and consider the council’s formal response
- b) [S/2894/17/NMA1](#) – Non material amendment of planning permission S/2894/17/FL to create additional living accommodation with habitable room in loft space and dormer windows to the rear, garages, layouts to ground and first floor remain as approved. Additional flight of stairs directly above current stairs at Hazelwell Farm, Bar Road, Longstanton
- c) [20/03506/HFUL](#) – conversion of a garage into a ‘Granny Annex’ at 47 Mitchcroft Road, Longstanton
Northstowe Planning Matters for comment
- d) [S/0388/12/COND16](#) – condition 16 Housing – Code for Sustainable Homes at Northstowe Phase 1, Parcels H4, H5 and H6
- e) [S/0388/12/COND21](#) – Condition 21 – Transport Adoption Strategy at Northstowe Phase 1, Parcel H4
- f) [S/2265/16/COND8](#) – Condition 8 – Fire Hydrants at Northstowe Phase 1
- g) [S/2265/16/COND9](#) – Condition 9 – Footpath and/or Cycleway Connections at Northstowe Phase 1
- h) [S/3018/15/COND5](#) – Condition 5 – Details of length, width, materials and relevant levels of any footpath and/or cycleway connections at Northstowe Phase 1
- i) [S/3018/15/COND3](#) – Condition 3 – Details of ancillary structures at Northstowe Phase 1
- j) [S/3018/15/COND4](#) – Condition 4 – Lighting at Northstowe Phase 1
- k) [S/3018/15/COND2](#) – Condition 2 – Soft landscaping at Northstowe Phase 1

- l) [20/03309/REM](#) – Approval of matters reserved for layout and landscaping in relation to the landscaping area adjacent to Stirling Road following outline planning permission S/0388/12/OL an environmental statement was submitted as part of outline planning permission at Northstowe Phase 1
Planning Matters for Information Only
- m) [20/3492/CL2PD](#) – certificate of lawfulness for a proposed loft conversion to include 3 no. roof lights, 2 no. at the front and 1 no. to the rear at 2 Stevensons Road, Longstanton
- n) [20/03598/OUT](#) – outline planning application with all matters reserved, except for the vehicular accesses onto Station Road, for the demolition of a single dwelling and associated buildings and development of up to 107 dwellings (including affordable housing) and employment/community/café/ development together with parking areas, landscaping and associated infrastructure at land west of Station Road, Longstanton
- o) [20/03615/CL2PD](#) – Certificate of lawfulness for the re-alignment of a close boarded fence to the south side of the property and erection of a single storey lean to building (office and utility) to replace an existing single storey utility and store at 2 Thatchers Wood, Longstanton

20-21/78 County Council Matters

To receive the report from the County Councillor (*appendix 3*).

20-21/79 District Council Matters

To receive the report from the two District Councillors (*appendix 4*)

20-21/80 Council Administration Matters

To consider any items to be included in the forthcoming contract for grass cutting and village maintenance to be in place for 2021-2023 following the responsibility of the Recreation Ground being transferred to the Village Hall and Recreation Ground Charity (*appendix 5*).

20-21/81 Community Matters

To receive an update on requirements for the Remembrance Sunday event and an event for Christmas Light switch on and any work to be undertaken.

20-21/82 Highway and Footpath Matters

To receive an update on the progress with the Central Open Space and Phase 2 roads of Home Farm.

20-21/83 Committee Matters

To note the draft minutes of the meeting of the Finance Committee held in August were circulated to cllrs prior to the meeting and are available on the website.

Clerk's Report - September 2020

ONGOING

Website - updated as and when necessary to share ongoing PC news and activities, community news, etc.

A14 help with car park – weather dependant – though work started 30th September – waiting for break in weather to reassess. John Akester has left A14 Integrated Team. Waiting to hear from Erik.

A14 Funding – all quotes, specs and information needed to obtain the items have been sent to Pam Hobson (17th July 2020). 3rd Sept – email apologising for the slow response. Still no idea off when it will be delivered.

Longstanton Spice Museum – information received from Baby Cow Productions. Given go ahead on 9th September. Phone box has been collected (21st Jan 20). Restoration almost complete, base to be installed by Brookfield ready for installation over the next couple of weeks. Planning Application submitted for relocation of Phone Box. Need to consider the contents and interpretation board. 3rd Sept – delivery of phone box to Village Green

Longstanton Big Weekend – Cinema booked for 27th June 2020 and deposit paid. Films to be chosen. Postponed to 19th September, lockdown permitting. Email sent to Enchanted to cancel until 2021. Speaking to Will 7th Sept

Meeting with Stephen Kelly meeting held with SCDC and landowner. Waiting for landowner to make some decisions on what he wants to do going forward. Chased Stephen Kelly to see if meeting with landowner has been set or held. Peter's planning solicitor is now David Bainbridge and is due to meet with Stephen Kelly. Chased Stephen Kelly on several occasions, no news.

Central Open Space – ongoing communication with Vine Technical. Deadline of 22nd December 2019 passed and the land is transferring to the Crown. Developers looking at possibility of acquiring from the Crown in long-term. Original landowner has said he has transferred to developers, solicitor says that not showing this in Land Registry. Request to landowner has been made to ask him to show that he has no further responsibility.

Gravel Pit – Pre-planning meeting held with SCDC. Public Consultations held 24th and 30th September. Landowners meeting held 3rd June 2020. Planning application now live and out for consultation.

Finance – ongoing ensuring work is carried out in time for Finance and/or Full Council meetings. Paperwork to be given to non-Finance Committee members for quarterly checks.

Village Hall – ongoing looking after bookings, invoicing, general admin and actions from meetings, etc. Though quiet at the moment due to COVID-19.

Highways – addressing ongoing concerns where possible

Flood Action Group – attendance at meeting on 5th June 2019. Finding out what maintenance plan says about ponds on B1050 and checking with SCDC what they are doing about maintenance of watercourse through village.

Pavilion Working Group – no action recently. All action with the charity at the moment.

Planning – ongoing monthly responses to SCDC with comments from LPC following review of plans at full council meetings

Playground Risk Assessments – weekly inspections of playground and Duddle Drive LEAPs. Remedial work will be required to surface in playground.

Annual Playground Inspection – getting quotes on medium risks.

Northstowe – ongoing.

Reading – ongoing reading and keeping up to date with any changes in legislation or items we should be aware of

Kingfisher Pond – SCDC officer attended the September meeting and due to come back with more information following discussions held. SCDC put tender out to the three companies. HR Wallingford have been appointed to carry out the review and attending meeting 14th September.

Sustainability Working Group – Initial ideas adopted and supported by LPC – ongoing discussions for other/future projects to be passed to LPC for support. Some further ideas raised by the Group including Green Dog Walking (to

reduce dog fouling), Repair Café. Held first meeting since lockdown. Cllr Harrison elected as Chairman of the group.

Mobile Speed Sign – With Oakington PC (6 Aug 20).

Transfer of Management of Streetlights – Complaint dealt with £100 discounted from 2019/20 invoices. Renewal prices (contract renews 1st October) sent to Cllrs for comment.

S106 Northstowe Phase 3 –document sent to Andrew Thompson for his actioning

Audit of burial ground – audit has begun to work out where the errors are between actual plots and map. Some remedial work to be undertaken where ‘trees’ are growing out of plots.

Audit of burial ground records – some information appears to be missing

OUTSTANDING

Quality Council – application for Quality or Gold Status (if we can get it) – **still awaiting profiles from 3 councillors (ABH, JS and BMcN).**

Risk Assessments – organise the risk assessments to be carried out by Councillors

Community Led Plan – report and findings to be presented to residents and plan made for village

Emergency Plan – started but not completed with few volunteers having come forward

COMPLETE

Community Governance Review – 1st stage of consultation has been completed. Civic Affairs meeting held on 2nd June agreed for an extension of the 2nd Consultation stage to 15th September. Response to second round sent in **(SCDC have requested the questions in questionnaire be answered).**

MEETINGS HELD

11th August – Meeting to look at making footpath near allotments safe.

21st August – Meeting with HR Wallingford re Kingfisher Pond Investigation

21st August – Meeting with Pavilion Tenants

25th August – Meeting with Chief Exec – SCDC, D Cllr Cheung Johnson & Cllr delaMare-Lyon

26th August – Meeting with Peter Stroude – with Cllr delaMare-Lyon

CORRESPONDENCE TO COUNCILLORS

CAPALC Monthly Bulletin – 5th August 2020

NALC – Rebuilding Communities – 5th August 2020

CAPALC Amendments to Temporary Regulations – 7th August 2020

CAPALC – NALC Chief Exec update – 10th August, 1st September 2020

Christmas Event – 11th August

White Paper Consultations – 12th August 2020

SCDC Weekly Bulletin – 12th August 2020, 19th August 2020, 26th August 2020, 2nd September 2020

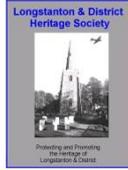
NALC Chief Exec Report – 14th August 2020, 21st August 2020, 1st September 2020, 7th September

S/3164/15/NMA – removal of water feature from Local Square – 17th August 2020

Documents for Longstanton Village Hall and Gravel Pit meetings – 24th August 2020

Draft minutes from Longstanton Village Hall and Gravel Pit – 25th August 2020

Cambridgeshire ACRE AGM Invite – 25th August 2020
Streetlight Cost Comparison – 26th August 2020
Recreation Ground Extension – 27th August 2020
Information from Public Health, Cambridgeshire – 3rd September 2020
Charity Commission Public Meeting – 3rd September 2020
Gravel Pit Planning Application Validation – 7th September 2020
CAPALC – Training Sessions til December 2020 – 7th September 2020
NALC – Rebuilding Communities – 7th September 2020
Gravel Pit Planning Application Confirmation – 7th September 2020
LPC Agenda – 8th September 2020



Longstanton & District Heritage Society Report for Longstanton Parish Council

7 September, 2020

By H Stroude (Secretary)

Introduction

In March 2005, I put an advert into the Longstanton Life. It called for contributions for an archive that I wished to set up to help protect old photographs, memorabilia and historic information that was in danger of being lost as it became clear that the village was at the centre of large development plans. From that point on work started on the Longstanton Archive and along with other members of the village community meetings were held to establish a community ownership format for the archives. This work continued until the Longstanton & District Heritage Society was launched at a public inaugural meeting held at the Village Institute in May 2007. With the support of both Longstanton and Oakington residents the constitution of the Society was adopted at that meeting and remains unchanged to this day. The society was tasked with recording the history of Longstanton and Oakington villages, RAF Oakington and Oakington Barracks. Faced with the imminent disappearance of their rural villages, due to the development of Northstowe, local residents decided to create a record of what went before. LDHS members include existing and former residents and people with historic family or military links to the villages. Many of our founding members and contributors to the archives were veterans from RAF Oakington and 7 Squadron who, sadly due to the passage of time, are no longer with us. However, donations to our archives were made in the hope that our village histories would be protected for future generations, exhibited locally and used for education purposes. This archive has been put together over the last 15 years with the support of many local residents including the photographer Tom Eaton. Time may have passed but the obligation on the society to safeguard the archives and find them a long term secure home remains.

Constitution Obligations

– Please note the constitution refers to the Society as a charity. The Society is not a charity so for the purposes of this report the word has been replaced. Rules changed after the Inaugural meeting so that LDHS did not meet the criteria to become a charity but a Charity Commission template was used so that the transition should it come would be straightforward. This is one of the reasons that the LDHS constitution needs to be amended as part of the review process. Another reason for not becoming a charity was so that the society could adapt to the needs of heritage provision within Longstanton & District should that be needed. Being a charity already would limit our future options – by remaining an independent society we are in a position to move forward in whatever way is best to protect the LDHS archives for the long term.

The Society's objects (the Objects) are:

(1) Primary Objects:

- (a) To act as an advisory body.
- (b) To protect & promote the heritage of Longstanton and District.

(c) To develop archival records in any appropriate format; recording the social, rural and military heritage of Longstanton & District.

(d) To use the Society's archival collections for Education and Exhibition purposes within Longstanton and District and to raise funds to meet the Objects of the Society.

(2) Secondary Objects:

(a) To support with grants any charity working within Longstanton and District that is protecting, promoting or restoring the heritage of Longstanton and District.

(b) To support directly with funds All Saints Church, Longstanton and St. Michael's Church, Longstanton. *(Please note that although St Andrew's church, Oakington was not formerly mentioned within the Constitution in the past financial distributions were shared equally between the three churches. In recent years distributions have not been made routinely so that the Society can accumulate funds to rehome and index the archives. The Society is always open to providing grants for heritage as per clause (c) below).*

(c) The Society may fund directly projects which aim to protect, promote or restore the heritage of Longstanton and District for the benefit, education or enjoyment of the residents and visitors to Longstanton and District.

(d) To support with grants projects outside the area of Longstanton and District providing the projects aim to protect, promote or restore the heritage of the area and that the Trustees believe that the project has a benefit to the residents or visitors of Longstanton and District.

Definitions used in Objects:

(a) Longstanton is defined as the village and parish land that remain outside the new town of Northstowe.

(b) The District is defined as consisting of: the village of Oakington and Westwick; the site of former RAF Oakington; and all land now or in the future that makes up the town of Northstowe.

(c) Heritage is defined as buildings; objects; landscape features; local art; archives; personal memories; memorabilia and artefacts and anything else that the Trustees may determine.

(d) Primary Objects are defined as those objects that receive priority by the Society and require to be adequately funded before the Secondary Objects can be considered.

(e) Secondary Objects are defined as those objects that the Society would wish to meet providing that sufficient funds are available and that their fulfilment does not jeopardise the Primary Objects of the Society.

LDHS Achievements

LDHS is dedicated to recording a shared history and making it available for public enjoyment and education. The Society has spent the last decade monitoring the impact of the Northstowe development on our heritage assets and has worked cooperatively with the developers, local government and others to help protect our shared heritage. The Society has responded to all the major planning applications associated with Northstowe and has provided a sound basis for responses to various planning applications involving Northstowe and the Longstanton Conservation Area. In addition to taking an active interest in planning matters the Society has also achieved the following. This is just a small example of our work and the list is not exhaustive.

- In 2011, LDHS organised a petition so that some of the former RAF Oakington buildings would be saved from demolition. This area of retained buildings came to be known as the Heritage Core.
- Again in 2011, nine out of ten of the rare “Oakington” pillboxes associated with RAF Oakington were granted Grade 2 listed status as a result of the work of the society. LDHS is currently the preferred key holder when one of the Oakington Pillboxes is open to the public.
- LDHS has been part of the Heritage Working Group set up as a requirement of the Section 106 agreement for Northstowe Phase 2. Tasked with working on a Heritage Strategy for Northstowe the group actually contributed to the Oakington Pillbox management strategy; the management strategy for the Manor Farm paddocks, and was instrumental in working to establish the concept of a heritage facility for Northstowe. It is fair to say that it is most unlikely that any heritage building would form part of the Northstowe plans if it had not been for the work of the heritage society.
- Over the years the Society has worked with others so that community heritage projects could take place this has included displays of LDHS archives; presenting talks to other local societies and organising test-pitting weekends in gardens across the village. Our last test-pitting weekend involved Hatton Park School.
- Part of the Society’s constitutional obligations involves protecting landscape features as these form part of our natural heritage assets. Substantial work has been carried out on raising awareness of groundwater problems across the Longstanton gravels, particularly the kingfisher pond out on Northstowe Phase 1. This work is on-going.
- Education has been an important part of the society’s work and the Society has worked with the history teacher of Northstowe Secondary College to ensure that local history is incorporated into the National Curriculum. Over the years the Society has also prepared presentations for Hatton Park School and this included the information and design of a heritage board for the school pond area. A presentation created by the Society can also be seen running in the foyer of Homes England Offices at Northstowe House on Rampton Road.
- Local education and enjoyment of the archives has also been pivotal to the society. This has been achieved by the regular LDHS Updates in Longstanton Life and more recently the Northstowe Update in Northstowe News. LDHS arranges for 6 talks held annually with a range of speakers. These talks are open to members and non-members to attend. Not only do these talks provide an informative and enjoyable evening it also provides local residents with the opportunity to come together socially. Our cross-community work facilitates cohesion and cooperation across the villages and the new town through an understanding our shared history.
- LDHS members enjoy an annual newsletter summarising the work of the Society and providing an insight into the LDHS archives. The Society also has a website and Facebook page which provides both members, and non-members, with free world-wide access to information and samples of an ever growing archive
- To date, the Society has a membership of 91 adult individuals (67 if based on individual families) and is aware of our responsibilities under GDPR legislation.. Managing the membership and GDPR regulations contributes substantially to the workload of the society.
- In recognition of the importance of the LDHS archives, Homes England made a commitment in the Northstowe Phase 2 Section 106 agreement for ‘the display and storage of the LDHS archives’. The Society did not ask for such an inclusion and it came as a complete surprise when we were advised of it some-time later.

- Recently the Society has been part of the Heritage Annex Content Group, which is working on the first two exhibitions for the Heritage Annex building. However, neither LDHS nor the Parish Council were invited to be part of the Steering Group which has been making decisions about the building itself. Unfortunately this building does not meet the Section 106 commitment made by Homes England and the continuing lack of workable storage and long term display is a problem and it is for this reason that a review of the Society is now required.
- For well over a decade the Society has established contacts and important working relationships with 7 Squadron Association and other heritage professionals to ensure that the protection of Longstanton and Oakington heritage assets was central to Northstowe plans. This network of contacts and the support of 7 Squadron Association is an important part of what the Society can offer going forward.

LDHS Archives

I have included some examples of our digital archives on the last pages.

The substantial list of achievements LDHS has had since our launch in 2007 gives a hint at the problem now faced by the Society and its archives. The workload involved in managing the society, carrying out educational work, monitoring planning applications and our archiving work has impacted on the archives themselves. Whilst it is now accepted by professionals and the public that the LDHS archives are a unique and invaluable record of Longstanton and RAF Oakington/ Oakington Barracks, the archives themselves have no safe, secure, long-term and local home. In addition, the Society has a massive collection of digital images, research information etc that are simply not available to the public and this puts their long term future at risk. The archive was created to be accessible by the local community and this is simply not possible at the moment. Creating a digital Community Archive is one option but the society faces constraints with this idea as detailed below.

LDHS Archives – Safeguarding for the Future

These constraints include the constitution and its requirement for the Society to use the archival images directly for fundraising purposes. As custodians of this archive there is a balance – we have publicly stated that we will work towards a local heritage facility but this requires the archives to be safeguarded for that purpose. Having digital images freely available on-line will undermine a local heritage facility and prevents them from being used for fund-raising unless great care is taken. Other constraints include workload, manpower and lack of professional archival expertise which are necessary to help resolve some of the difficulties that we face in progressing our heritage work. In addition, the Society is not able to take on the financial commitment of owning or running a building itself with all the work and associated management costs that would apply. A building or part of a building would need to be provided that is fully funded and managed by another organisation.

There are a number of options available and it would be worth investigating a number of them. These are outlined below.

Location Options:

The archives could find a home in any of the following buildings and there are pros and cons to be considered for each. The Officer's Mess, the Guard House, the Heritage Annex; Northstowe Library/ the Civic Hub; Community Wing of Northstowe Secondary College and/or Longstanton's New Pavilion. A central location is required to store and display the archives, ideally in accordance with the Section 106 commitment, with smaller relevant local displays scattered across Longstanton and Northstowe in the schools and community buildings for example.

Management and Ownership Options:

It is clear that the workload of the Society as a community heritage organisation; arranging talks, preparing leaflets, volunteering in the Heritage Annex or acting as key holder for the Oakington Pillbox involves a considerable amount of work. Going forward the society and this work requires a strong management team and a strong volunteer base. Whether the Society needs to have a fee paying membership is another question. Administration of the society (including, but not limited to, membership management, website and Facebook updates) is time-consuming and limits other work that can be done.

However, membership subscriptions are currently the only way of funding the society and unless that changes, the society is dependent on its members. In the past, members have provided the mandate for everything that we do which was certainly essential during the years of lobbying and dealing with planning applications. The need for that mandate is perhaps less now and the advantage of running the society free for the whole community could be massive but the financial consequences of this would need to be resolved. The society would need to be funded in some other way if the membership was to be dispensed with.

However, even with a change in the structure of the Society and its constitution the issue of ownership of the archives remains. The archives are, as previously stated, unique and of massive importance to both Longstanton and Northstowe. *(Oakington set up a historical society after LDHS was set up and in recent weeks the Oakington and Westwick Historical Society have made it clear that they do not wish to be part of the Heritage Annex project or any other joint venture – yet another reason why the LDHS constitution and remit may need to be changed). Of course the airfield archives are an important part of Oakington's history and our work will always reflect that).*

The archives are simply at risk now – at risk of being lost on a hard drive forever, or being homeless and having to be given to the Cambridgeshire Collection. They need to find a new home and professional support is needed to ensure that they are indexed and stored properly. As this is a joint archive of interest to both Longstanton and Northstowe residents it is hoped that both communities can work together to find a long-term solution. The bottom line is that the archives cannot remain at The Manor on Woodside forever and I am not in a position to continue to run the society and safeguard the archives without considerable support. It is time to do what is right for the archives – we owe that to all the people who have entrusted us with images and memorabilia over the years. Ideally, I would like to see a Longstanton and Northstowe Heritage Trust created that will own and safeguard the Oakington Pillboxes, the Manor Farm paddocks, the Heritage Annex (and any display and storage facility that Homes England may suggest). With Trustees from CCC Archaeology; SCDC Conservation Officer; LPC; Northstowe Town Council, Home England and LDHS, the heritage assets of Longstanton and Northstowe would have a strong and workable ownership structure. The LDHS archives could possibly be donated to the heritage trust if that proposal is supported by the Society and its members.

Of course there may be other options which we can all consider together. What is important now is that the LDHS archives are safeguarded for future generations and can be exhibited here in Longstanton and/or Northstowe. The role of LDHS as a community heritage group can continue if the local communities wish it and the Society would, of course, have to have free access to all LDHS Archives irrespective of ownership.

Conclusion

LDHS simply does not have the man-power, the finances or the archival expertise to safe-guard the archives we have put together for the long-term and to a professional standard. We now find we need the support of others in order to find a solution and secure the future of the archives for us all. There are many options that can be considered and we are still hoping that Homes England's Section 106 commitment will be honoured. However, we can no longer work on this alone and would like the Parish Council to work with us, Homes England and others so that the archives can be saved for future generations.

Decisions need to be made on how to take the digital archives forward so that images are more accessible to the public and can be used for education and fund-raising purposes. Urban Splash have indicated that they would be prepared to fund a Project Officer to help us move this project to the next stage and we would like the Parish Council's support in obtaining that help.

This month the LDHS Newsletter announced a review of the Society so that our work remains relevant and meets the heritage requirements for Longstanton and Northstowe for the next decade or so. If we jointly come up with a proposal for the future structure of LDHS and ownership of the archives we can present those options to our members.

The LDHS constitution needs to be revised so now is a good time to review all aspects of the work of the Heritage Society and determine what we would all like to see for heritage provision going forward. There are some safeguards in the constitution which are there to protect Longstanton from being outnumbered by Northstowe residents – some of these safeguards would need to remain (such as preventing Longstanton being taken out of the name) but others are now in danger of causing the Society problems going forward. Maybe it is even time to consider changing the name to the Longstanton & Northstowe Heritage Society. (That way round because, not only did Longstanton community found the archives, historically Longstanton is the older of the two communities). If we are going to make changes to what we do, it would be best to consider all options at once with LDHS members being involved in this process.

Quinton Carroll, CCC, has stated that the Heritage Working Group should be extended so that it includes Longstanton Parish Council. In addition to Quinton and myself that group consists of a SCDC Conservation Officer and Dean Harris of Homes England. This group is probably the vehicle that can push this through and sort other issues including management/ ownership of the Heritage Annex, the Manor Farm paddocks and the Oakington Pillboxes. I certainly think that Pete Hudson could form part of that group. The LDHS archives are such a precious resource I do hope we can work together on protecting them for future generations.

Thank You.

Examples from the LDHS Archives

Below are just a few examples from our extensive collection. These images are not properly accessible to the public and this is an important factor in the review process. Creating an on-line Community Archive that supports and enhances a local physical heritage display is what is probably needed going forward.

LDHS Archive image: Longstanton School



LDHS Archive Image Longstanton Railway Station



LDHS Archive Images of the Swann family and Manor Farm

Part of Manor Farm was sold off to build RAF Oakington and is now part of Northstowe Phase 2



LDHS Archive Images RAF Oakington

7 Squadron in Stalag Luft III (The *Great Escape* prison)



DRAFT

Community Governance Review of Longstanton and Oakington and Westwick

Submission from Longstanton Parish Council

Q1. Please indicate your one preferred option.

As per the letter dated 4th August 2020, Longstanton Parish Council believe the best option for both Longstanton and Northstowe residents is Option A. The letter from 4th August is attached as appendix 1 with the map with amended boundary as appendix 2.

Q2. Should a new civil parish for Northstowe be called 'Northstowe'?

Yes.

Q3. If you don't think it should be called 'Northstowe', please explain why and tell us what you think it should be called.

Not applicable.

Q4. Should a civil parish for Northstowe be a:

Parish Council

Town Council – Northstowe has been described as a 'new Town' for many years and it seems sensible to give it the title Town Council from the beginning

Community Council

Neighbourhood Council

No Opinion

Other

Q5. How many people should be elected to govern as part of this new local governance arrangement for a new civil parish for Northstowe?

The new council will be responsible for a relatively small community at the very beginning. If possible it would be recommended to have a phased increase in councillors to represent the population of Northstowe over the coming years. Perhaps starting with 7 Councillors and increasing by 2 each year.

Q6. When should the new civil parish take effect? The next scheduled District Council elections are in May 2022. However, an election could be held in 2021 alongside the County Council and Combined Authority mayoral elections.

2021

2022

No opinion

Q7. If elections were not to take place in 2021 an unelected caretaker council (shadow) could be established. If you opted for elections in 2022, would you support the establishment of an unelected caretaker council (shadow)?

Yes

No

No opinion

Q8. If you selected Option A or B, do you think it will be necessary to create wards within Northstowe (phases 1, 2, 3A and 3B) for these options?

Yes – but not initially. This is something that will need to be set up further down the line as the population increases.

No

No opinion

Not applicable, I did not select Option A or B

Q9. If you selected Option C, do you think Longstanton Civil Parish should be warded to reflect the 1,000 potential new homes to come forward as part of Phase 3B plus any others likely to come forward in other parcels (Digital Park and Endurance Estates) in addition to those already occupied in the Bloor development, west of the B1050?

Yes

No

No opinion

Not applicable, I did not selection Option C

Q10. Do you think there will be knock-on effects of any of the options that will need to be addressed? Tick all that apply.

- Transfer and management or custody of property – though there is no property from any of the existing Councils to transfer, there may be the transfer of property from SCDC to the new council i.e. Pavilion, Community Facilities (if this is going to the new Town Council)
- The setting of precepts for new parishes
- Provision with respect of functions, property, rights and liabilities
- Provision for the transfer of staff, compensation for loss of office, pensions or other staffing matters
- Other

Brookfield Drive and Ladywalk due to be resurfaced around the end of October/September.

Virus update

1. Key points

Confirmed Covid-19 cases – overall and in care homes

- **63 new lab-confirmed Covid-19 cases** were detected in Cambridgeshire and Peterborough in the latest reporting period, 17-23 August (as at 26 August). This is 9 less than the previous reporting week.
- The cumulative rate of Covid-19 cases per 100,000 population in **Peterborough (782.7) remain statistically significantly higher** than the national rate (504.8); the rates are statistically similar in Fenland (501.7) and Huntingdonshire (532.1) (data at 26 August).
- The **7 day rolling average of confirmed cases** for Cambridgeshire, Peterborough, and each of the Cambridgeshire districts, shows a declining trend in Covid-19 cases since the peaks in late April, and a lower, **more stable trend in recent weeks**. However, confirmed cases have increased in South Cambridgeshire (+1) and Peterborough (+5) in the most recent reporting week.

All cause and Covid-19 deaths – all settings and in care homes

- **4 Covid-19 related deaths** occurred in Cambridgeshire and Peterborough in ONS reporting week 33, up from 2 in week 32 (2 Huntingdonshire, 2 Peterborough).
- **All-cause deaths** numbers increased by 19, to a total of 124 deaths, for **Cambridgeshire and Peterborough** in week 33 (plus 19 deaths in Cambridgeshire).
- At a district level, **Cambridge (+8), East Cambridgeshire (+3), Huntingdonshire (+9)** and South Cambridgeshire (+10) had an **increase in all-cause deaths** between the last two reporting weeks.
- **Cambridgeshire has had 2 notifications of a Covid-19 related death in a care home since 10th August**. The last notification for Peterborough was 8th July (data at 25 August).
- The number of **all-cause deaths is above the 2014-18 average in Cambridgeshire and the districts except Fenland**. Numbers in **Peterborough are below the 5 year average** and are similar in Fenland.
- The number of **all-cause deaths in care homes are above the 2014-18 average in Cambridgeshire**. It is below the 5 year average in Peterborough and Fenland, and similar in South Cambridgeshire.

2. Covid-19 positive cases: overview tables

This report includes laboratory confirmed Covid-19 infections ('cases') aggregated from pillar 1 and pillar 2 testing.¹ These are updated daily at <https://coronavirus.data.gov.uk/> and this is the source for the data included here.

Note: It is important to note that availability of testing, and variations in the number of settings that may require collective testing, for example care homes, schools, or workplaces, may be in part responsible for some variation in the number of confirmed cases across areas of Cambridgeshire and Peterborough. Cambridgeshire County Council and Peterborough City Council, along with local partners, have a daily

¹ Pillar 1 is testing in laboratories - so mainly for hospital patients, healthcare workers and care home residents. Pillar 2 testing is processed in national laboratories and is mainly tests booked by individuals in the community - such as the tests available at the drive through site in Peterborough Showground, the postal tests made available through the national Test and Trace website, and whole care home testing of staff and residents.

surveillance meeting that monitors the Covid-19 infection data and takes appropriate action related to cases in the community or in specific settings such as care homes, schools and workplaces.

The cumulative numbers and rates of lab-confirmed cases of Covid-19 reported at 26 August 2020

Area	Total cases	Rate per 100,000	95% CI	
			Lower CI	Upper CI
Cambridge	374	299.7	270.8	331.6
East Cambridgeshire	208	231.5	202.2	265.1
Fenland	511	501.7	460.2	547.0
Huntingdonshire	947	532.1	499.4	567.0
South Cambridgeshire	388	243.9	220.8	269.4
Cambridgeshire	2,428	371.5	357.1	386.6
Peterborough	1,583	782.7	745.2	822.0
East of England	26,198	420.1	415.1	425.2
England	284,155	504.8	503.0	506.7

Notes: Rate per 100,000 resident population, crude rates calculated using mid-year 2019 population estimates

Last updated on Wednesday 26 August 2020 at 4:04pm. Figures are from pillar 1 and pillar 2 testing.

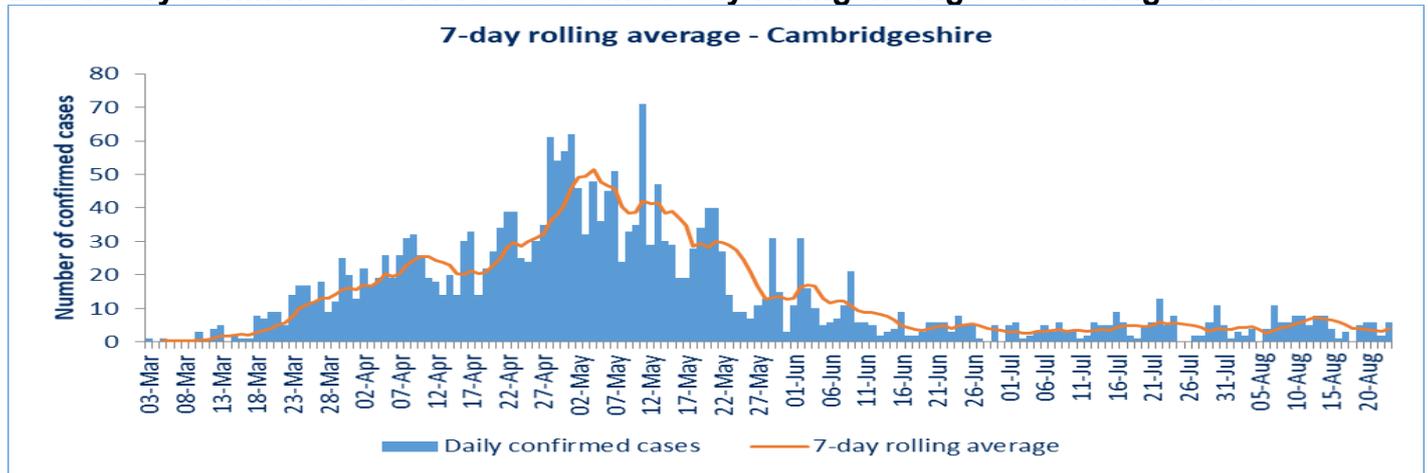
	Statistically significantly better than England
	Statistically similar to England
	Statistically significantly worse than England

Source: Public Health England (PHE), <https://coronavirus.data.gov.uk/>

Key points:

- The cumulative rates of confirmed cases of Covid-19 per 100,000 population are statistically significantly lower in Cambridgeshire (371.5) when compared to the England average (504.8).
- Of the Cambridgeshire districts, the cumulative rate of confirmed cases of Covid-19 per 100,000 population in Fenland (501.7) and Huntingdonshire (532.1) is statistically similar to the national average. The rates in Huntingdonshire and Fenland are largely related to cases in particular settings, such as care homes, hospitals, schools and workplaces, and these have been actively managed locally, working with partners and Public Health England.
- The cumulative rate of confirmed cases in Peterborough (782.7) is statistically significantly higher than the national rate. The higher rate in Peterborough has been, in part, driven by the testing completed under pillar 2. This is part of an ongoing management arrangement with Public Health England and partners. The situation is also considered in daily surveillance and outbreak management meetings and appropriate action is being taken in settings and impacted communities.

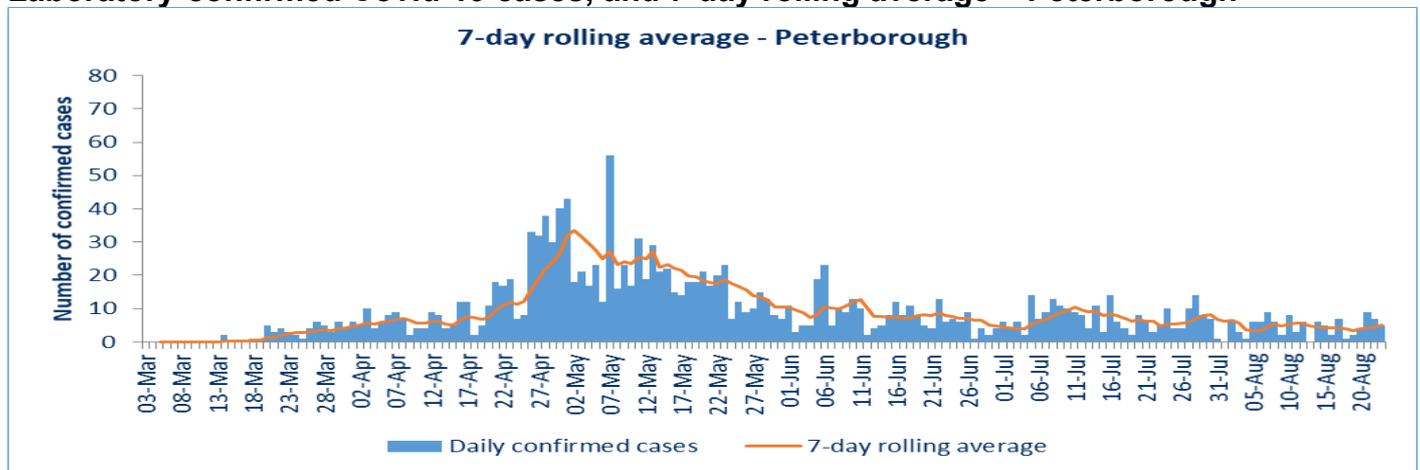
Laboratory-confirmed Covid-19 cases and 7-day rolling average - Cambridgeshire



Notes: Last updated on Wednesday 26 August 2020 at 4:04pm. Figures are from pillar 1 and pillar 2 testing.

Source: Public Health England (PHE), <https://coronavirus.data.gov.uk/>

Laboratory-confirmed Covid-19 cases, and 7-day rolling average – Peterborough



Notes: Last updated on Wednesday 26 August 2020 at 4:04pm. Figures are from pillar 1 and pillar 2 testing.

Source: Public Health England (PHE), <https://coronavirus.data.gov.uk/>

Key points:

- The 7 day rolling average of confirmed cases for each areas across Cambridgeshire and Peterborough show a declining trend since the respective peak in Covid-19 cases overall. However, there is an upturn in the recent days for Peterborough.

Weekly confirmed positive Covid-19 cases, Cambridgeshire and Peterborough, at 26 August 2020 (most recent 8 recording periods)

Area	Date, week starting								Total (most recent 8 weeks)	Total*
	29-Jun	06-Jul	13-Jul	20-Jul	27-Jul	03-Aug	10-Aug	17-Aug		
Cambridge	4	5	3	11	6	11	12	6	58	374
East Cambridgeshire	3	0	2	0	1	1	7	5	19	208
Fenland	6	6	7	9	7	5	4	4	48	511
Huntingdonshire	5	3	10	12	11	13	15	8	77	947
South Cambridgeshire	4	9	12	5	5	3	4	5	47	387
Cambridgeshire	22	23	34	37	30	33	42	28	249	2,427
Peterborough	38	67	44	40	46	33	30	35	333	1,579

Notes: Each weekly total refers to reports in the period Monday to the following Sunday (e.g. 03 Aug refers to period 3-9 Aug). Last updated on Wednesday 26 August 2020 at 4:04pm. Figures are from pillar 1 and pillar 2 testing.

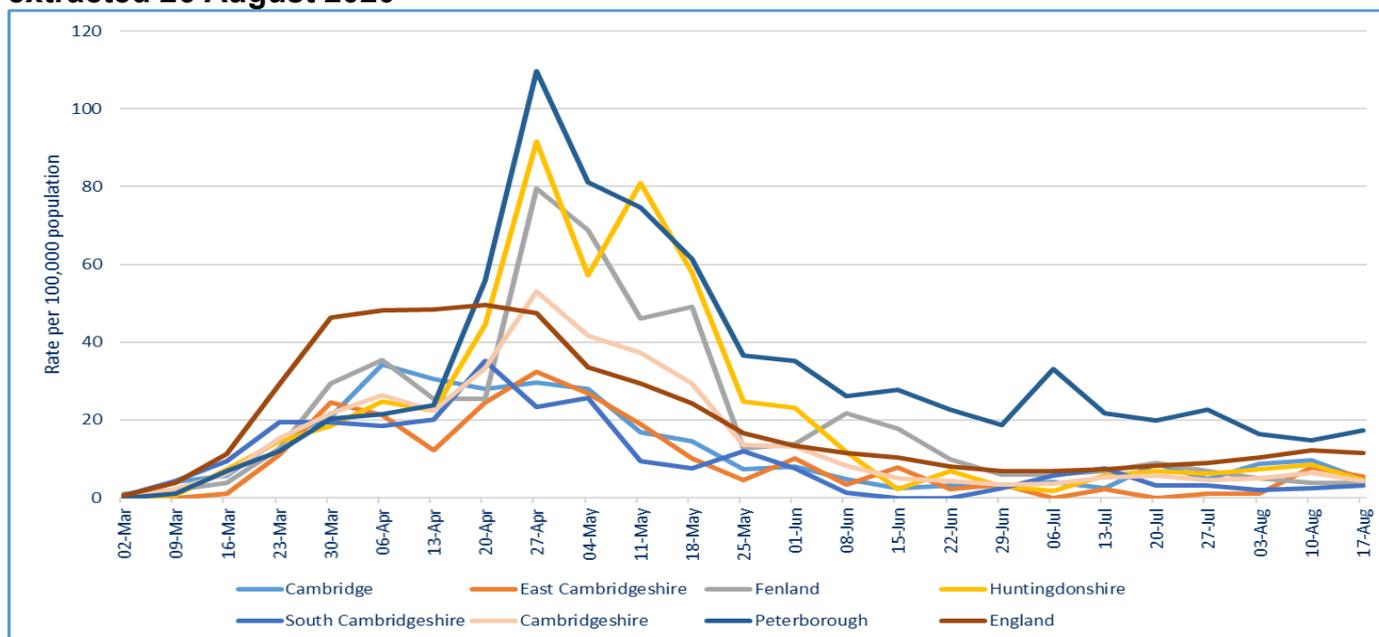
*The total numbers refer to the total of all confirmed positive Covid-19 cases from the week starting 2 Mar 2020 until the week starting 17 August 2020. For reference, the first recording point was the week starting 2 March. This table only shows the most recent 8 recording periods.

Source: Public Health England (PHE), <https://coronavirus.data.gov.uk/>

Key points:

- For Cambridgeshire and Peterborough combined there were 63 confirmed positive Covid-19 cases in the last reporting week (minus 9 compared to the previous week). This was 28 confirmed positive Covid-19 cases in Cambridgeshire and 35 in Peterborough (+5 for Peterborough compared to the previous week).
- There were an increase in number of cases in South Cambridgeshire (+1) in the last recording week.

Weekly rates of Covid-19 cases per 100,000 population, up to week 17 – 23 August, data extracted 26 August 2020



Notes: Rate per 100,000 resident population, crude rates calculated using mid-year 2019 population estimates

Last updated on Wednesday 26 August 2020 at 4:04pm. Figures are from pillar 1 and pillar 2 testing.

Key points:

- Since the peaks in April, data shows an overall declining trend for the weekly rates of confirmed Covid-19 cases per 100,000 population across each area. However, South Cambridgeshire and Peterborough have had a slight increase in the rate of Covid-19 positive cases in the most recent reporting week.

Provisional number of deaths occurring related to Covid-19 in Cambridgeshire and Peterborough residents, and proportions occurring in care homes, in week ending 14 August 2020 (week 33)

Local authority name	Place of death							% in care homes - Cambridgeshire & Peterborough local authorities	% in care homes - England & Wales
	Home	Hospital	Care home	Hospice	Other communal establishment	Elsewhere	All settings		
Cambridge	0	0	0	0	0	0	0	0%	34%
East Cambridgeshire	0	0	0	0	0	0	0	0%	34%
Fenland	0	0	0	0	0	0	0	0%	34%
Huntingdonshire	0	1	1	0	0	0	2	50%	34%
South Cambridgeshire	0	0	0	0	0	0	0	0%	34%
Cambridgeshire	0	1	1	0	0	0	2	50%	34%
Peterborough	0	1	1	0	0	0	2	50%	34%
Cambridgeshire & Peterborough	0	2	2	0	0	0	4	50%	34%

Notes: ONS recording Week 33 relates to deaths occurring week ending 14 August, registered up to 22 August 2020

Source: ONS, File name = lahbttablesweek33.xlsx, released 25 August 2020

Key points:

- ONS recording Week 33 (ending Friday 14 August 2020) there were 4 Covid-19 related deaths across Cambridgeshire and Peterborough. Of those 2 were in Huntingdonshire and 2 in Peterborough. Both Huntingdonshire and Peterborough had 1 death in a care home and 1 hospital death each.
- In Week 33, the percentage of Covid-19 related deaths which occurred in a care home setting was 34% nationally.

Cumulative number of Covid-19 deaths occurring up to 14 August 2020, by place of death

Local authority name	Place of death						
	Home	Hospital	Care home	Hospice	Other communal establishment	Elsewhere	All settings
Cambridge	3	35	43	1	0	0	82
East Cambridgeshire	3	31	16	1	0	0	51
Fenland	3	61	16	1	0	0	81
Huntingdonshire	9	89	35	0	0	1	134
South Cambridgeshire	2	38	21	0	0	0	61
Cambridgeshire	20	254	131	3	0	1	409
Peterborough	5	72	28	1	0	1	107
Cambridgeshire & Peterborough	25	326	159	4	0	2	516

Notes: ONS recording Week 33 relates to deaths occurring week ending 14 August, registered up to 22 August 2020

Schools open their doors after an academic year like no other!

Children and young people across the county have sharpened their pencils, polished their shoes and dug out their schoolbags, as many return to school. While schools in Cambridgeshire and Peterborough led the way in remaining open throughout lockdown for vulnerable children and those of keyworkers, the majority of our school-aged children have not set foot in a classroom since schools went into lockdown on 20th March. In many cases parents have stepped into the role of educators, helping their children with online learning, and fitting this in around their own lives. The upshot of most of our schools remaining open has been the knowledge and experience they have gained in adapting and adding new measures to ensure a safe environment. Our schools have been working in social bubbles for months, and are well versed in knowing how to keep people safe. Every school in Cambridgeshire and Peterborough was asked to work through a rigorous risk assessment, bespoke to their school. They have thought of everything and thought again.

There is a helpful guide to support parents and young people as they transition back into formal education. In it is clear information on some of the common things parents ask about every year, such as transport, attendance, free school meals, etc. There is also also a point of clarifying the Test & Trace process.

Cambridgeshire leads the way for future proof digital connectivity

Cambridgeshire County Council has been recognised by the Government as a leading authority for its 'barrier busting' work to attract investment in the fastest, most reliable fibre broadband networks to support businesses and communities across Cambridgeshire and Peterborough. The work of the Connecting Cambridgeshire digital connectivity programme to 'effectively encourage the deployment of next generation gigabit broadband networks in rural and urban areas' is cited in a letter to all local authorities from the Minister for Regional Growth and Local Government Simon Clarke and Digital Minister Matt Warman. The letter highlights the importance of digital connectivity for economic growth and social inclusion, which is vital during the Covid-19 pandemic

and for recovery, and encourages other local authorities to follow the excellent examples of work by Cambridgeshire and Kent County Council members and officers. The Connecting Cambridgeshire digital connectivity programme, led by Cambridgeshire County Council, is significantly improving broadband, mobile and public access WiFi coverage, whilst securing future proof full fibre and 5G networks to take advantage of emerging technology.

Superfast broadband coverage across Cambridgeshire and Peterborough is now over 98% and the programme is aiming to achieve over 30% full fibre coverage by 2022, through a mix of direct intervention and stimulating the market to provide commercial coverage. Connecting Cambridgeshire was among the first in the country to set up a dedicated Enabling Digital Delivery (EDD) service to remove barriers to the delivery of future-proof digital connectivity, with additional funding from the Cambridgeshire & Peterborough Combined Authority. The team facilitates private sector investment for full fibre networks and next generation mobile phone coverage across the area. The EDD service is working with network providers, telecoms operators, housing developers, and council teams to resolve a wide range of fixed and mobile infrastructure issues including wayleaves, street works permits, and infrastructure problems and planning. The service is being used as an exemplar for other local authorities, and has developed a Streetworks Guide to share learning and best practice about working collaboratively with contractors to maximise efficient use of resources and minimise conflicts, delay and costs.

Cambridgeshire registration service bounce back from lockdown



The county council's registration service team have been working hard to recover as quickly as possible following lockdown to help the thousands of customers directly affected.

When lockdown began on 23 March, Cambridgeshire County Council's registration team had to make some huge changes - death registrations were carried out over the phone for the first time in history and birth registrations and ceremonies (including marriages, civil partnerships and citizenship) had to be put on hold. This resulted in a backlog of appointments, and now birth registrations and ceremonies have resumed, the team have been working hard to catch up as quickly as possible. The process of carrying out death registrations via telephone appointments has worked exceptionally well for all those involved – especially bereaved families, who now do not have to travel to come into an office in Cambridgeshire to register a death. This is something the service is campaigning to keep for the longer term.

Regarding marriages and civil partnerships, the team have dealt with at least 30,000 customer queries as government guidance has been updated and changed. The 73 Approved Venues across the county have also been kept informed throughout. The team has been travelling the world via Skype for some ceremonies, with one live streaming going to a bride's parents in China.

County Hub reflects on its success!

Since March the County Covid-19 Coordination Hub has been staffed by volunteers and council workers who have been seconded from their normal day to day roles in order to help look after the vulnerable in our county.

At the start of the pandemic we identified 19,040 people who required our help. All were contacted by letter and phone and from this the hub has been in regular contact, mainly weekly, with 7,812 shielded people.

People asked for help in many ways; we had 7,763 direct phone calls for help and responded to 5,737 direct emails asking for help. Help came in all kinds of forms. For example, the hub delivered 3,312 food packages and we referred 806 people for befriending support via the Red Cross.

Initially the hub was geared up for practical hands on support such as food packages and delivery of medication, but it quickly became apparent that mental health and loneliness and isolation were additional concerns and the service quickly responded to this. The support officers were invaluable in reaching out on a regular basis to the shielded community. Throughout July support officers worked with the community to help them with transitioning out of shielding. So far 6,185 people who have been receiving regular calls have been supported to learn new skills and processes ensuring that they are able to access food and medication for themselves.

Whilst the hub has paused there is still lots of information for people who have been shielding on the website of Cambridgeshire County Council. As well as information about the support that is on offer now the national programme has paused, people can find support available where they live via the Cambridgeshire Online Directory, which provide residents and families with information on organisations, services and events across Cambridgeshire. For more information visit www.cambridgeshire.gov.uk/cambridgeshire-online-directory

Community projects awarded £5m

Community projects across Cambridgeshire have been awarded a total of £5m as a special fund set up by the County Council comes to a close. A total of 6 initiatives will receive funding in the latest round of applications - the allocations were agreed by the County Council's Communities and Partnership Committee, which met on Thursday (3/09/2020). The Community Capital Fund, which aims to create opportunities and improve lives and skills across the county, was launched by Cambridgeshire County Council at the start of April 2020 with the first recipients announced in May. The fund may contribute up to £500,000 capital funding for projects which can address issues which are a specific priority for the local community, address inequality of access to services or activities, and implement community involvement in delivery or design of the project. Since its launch 63 applications have been received, requesting a total of £9,753,587 with 35 projects have been granted funding totalling £5m from a £5m budget.

Some of the projects granted funding by the committee are:

- £198,000 to extend the Community Hall in Gorefield
- Up to £10,000 for new audio/visual equipment at Hilton Village Hall
- £20,000 for new playground equipment for Eversden Parish Council
- Up to £150,000 for Market Place enhancements in Wisbech
- £88,855 for Hauxton Village Hall
- £50,000 for the Brampton's Men's Shed
- £12,000 to refurbish the Youth Centre for Stapleford and Shelford Youth Initiative
- £15,000 for outdoor equipment for Christchurch Community Centre
- £81,000 for a stable block conversion at St Mary's Church, Bartlow
- £65,000 for the Melbourn Village Hub
- £275,000 for the extension of the pavilion in Girton
- Up to £75,000 for improvements to West End Park, March
- £25,597 for the Overcote Rd project in Over.

Peter Hudson
County Councillor
Longstanton, Northstowe, Oakington, Westwick, and Over

DISTRICT COUNCILLOR REPORT

SEPTEMBER 2020

CLLR SARAH CHEUNG JOHNSON & CLLR ALEX MALYON

A reminder that information about South Cambs response to coronavirus can be found on the regularly updated coronavirus pages on the SCDC website: <https://www.scams.gov.uk/coronavirus/>

NORTHSTOWE PHASE 3A AND 3B DISTRICT COUNCILLOR RESPONSE

Below is our response to the planning applications for Northstowe Phase 3A and 3B. In short, we have objected to Phase 3A, in line with the very comprehensive set of objections from Oakington Parish Council and have approved 3B with appropriate conditions.

We'd like to thank those residents who put their views forward on the planning website and for wading through what we know are a huge number of confusing planning documents.

It will go to planning committee later on in the year, we shall be attending this committee and residents are also able to attend this to speak at the committee. We will update as and when a date for committee is confirmed.

We would like to thank Homes England for the extensive consultation work they have done with the community on the overall concept and design of Phase 3A. We are pleased to see many of the suggestions from residents, including maintaining the airfield characteristics and the historic link along Mill Lane from Oakington to Longstanton, have all been included in the design. We are also pleased to see significantly more green space included than policy dictates.

However, comments and objections made by from Oakington residents and the Oakington Parish Council reflect the concerns of the village about this outline planning application. We would like to thank Oakington Parish Council and their working group, which included members of the Oakington Traffic Action Group, Environmental Action Group and Flood Mitigation group, for the incredible hard work and diligence in reviewing this outline planning application on behalf of residents and their comprehensive comments and objections.

As the elected representatives for this ward, we wish to object to the overall development based on the following specific issues.

1. Insufficient green separation between Oakington and the Northstowe

It has always been understood that the individual village character of Longstanton and Oakington should be preserved as part of the Northstowe development. One of the primary methods to do this is via enough green separation between the village frameworks and the build-up area of Northstowe.

The suggested separation in this planning application narrows down to 60 metres at some points and is not sufficient to provide this separation, especially as much of it will be in use by Northstowe residents in the form of allotments, greenways, cycle paths and a pocket park. A number of Oakington residents and the Parish Council have raised objections that the boundary of Northstowe will now directly back on to the gardens of existing properties, affecting their privacy. We support these objections.

2. Inappropriate housing to the South of the site, including excessive housing height

We support objections raised by the Parish Council and Oakington to residents to the proposed housing types along the Southern edge of the development and argue that these do not comply with aims for Northstowe to be contained almost wholly from views in Oakington, as stated in the original Northstowe Area Action Plan.

Concerns are raised about the proposal to locate a large parcel of housing to the South East of the site, in close proximity to existing properties in Church View and Mill Road. This includes a three-storey block of housing, that will rise above the existing line of the trees. We are particularly concerned about the proximity of this housing to the historic Anglo-Saxon heart of the village of Oakington. These proposals were presented at a public consultation event in January 2020 where strong objections were raised by Oakington residents.

We are also concerned about the addition of housing to the South West of the site, bordering Lowbury Crescent and Longstanton Road. The addition of this housing has further narrowed the green separation. We object to the location of this parcel of housing and suggest that building should stop at the perimeter road.

We are concerned about excessive building heights along this Oakington Edge. The Northstowe Area Action Plan proposed height restrictions of 2 storeys here so that buildings would be located behind the substantial natural buffers afforded by the existing tree belt. Unfortunately, this application proposes three storey housing bordering Church View and Mill Road. Housing proposed bordering Lowbury Crescent and Longstanton Road is three storey. Housing that faces Oakington village should be at a maximum 2 storey height.

3. Excessive increase in traffic through the villages of Oakington and Westwick

The data provided in the Traffic Assessment report in this planning application indicates significant increases in traffic in peak hours in Dry Drayton Road, Water Lane, Station Road and Cambridge Road, with all junctions in the vicinity of the development over capacity.

We are particularly concerned about the potential for increased traffic along Water Lane, where Oakington Village Primary school is located on this road. This would pose a potential increased risk to children travelling to school and lead to an increase in air pollution in the vicinity of the primary school.

4. The proposed design and location of the Southern Access Road East

We note and agree with concerns raised by residents and Oakington Parish Council on the Southern Access Road East and agree that this should ideally feed into the existing roundabout at the Dry Drayton interchange and the local access road but understand that this has been rejected by Highways

England as part of the A14 design work. We would urge Homes England to look for a solution to this issue.

We also note the concern raised by Oakington residents and the Parish Council regarding the proposal for a roundabout linking the SARE to Dry Road. This would potentially encourage vehicles to turn into the village, increasing traffic through the village. This issue could be partially mitigated by preventing traffic from turning left out of the SARE.

5. Inadequacies in the Construction and Environmental Management Plan (CEMP)

We have had significant issues with enforcement of planning conditions related to construction on the Northstowe site causing significant disruption to residents living on or near to the site. It is therefore essential that robust, enforceable conditions are contained in any CEMP approved as part of this application. As Oakington Parish Council note residents will be living with Northstowe construction in excess of ten years. We feel there are inadequacies in the existing CEMP and that it should be rejected in its current format. It should be resubmitted with accurate, measurable and enforceable conditions, to cover:

- Development work timings – strict limits on times of construction
- Specific requirements on noise and dust monitoring, mitigation and issue resolution
- Limits of construction vehicle movement with no construction vehicle access via Oakington village

Flood attenuation is also essential to Oakington village, much of which is located on a flood plain. The village has suffered several recent flood events. Concerns regarding flood attenuation were recognised with £400,000 allocated in the Phase 2 planning application for the building of attenuation ponds to control the flow through Oakington Brook. Concerns have been raised by the Parish Council that no reference is made in this application to commitments made by Homes England to the implementation of flood mitigation work.

Should permission be granted, firm conditions and commitments are sought from Homes England to sufficiently mitigate the flood risk to Oakington village to at least a 1 in 200-year event standard (plus a 40% climate change allowance). Existing works from the Dry Drayton Ponds agreement have yet to be put into action and we request that no occupations are permitted on 3a until this is actioned.

Should permission be granted we would also request a specific environmental management plan for the Military Lake and for this to be fully reviewed by SCDC ecologist.

District Councillors response to Northstowe Phase 3B Planning application 20/02142/OUT

We broadly support this application and welcome the work done on the Northstowe Co-ordination Statement between Homes England, Endurance Estates and Digital Park estates to ensure the co-ordinated development between all three developments for a cohesive and consistent development. Where possible we would request formal commitments to be sought so that this document is not merely an ideal state but something all three developers could commit to.

We would request that to maintain separate identities of Longstanton village and Northstowe that the edge houses visible from the northern end of Longstanton be no higher than 2-storeys – these are the houses along the B1050 and running diagonally along the length of Phase 3b to the west.

We note concerns on potential air pollution around the school site and request that air monitoring could be provided along here as well as research for adequate arboreal mitigation of air pollution.

Should permission be granted we wish to request specific enforceable conditions be laid down by the Council in the Construction Management Plan to include (but not limited to):

- Strict, enforceable limits on construction times
- Specific and proactive measures to monitor dust and noise and measures to mitigate and resolve issues
- Construction vehicle access only from the B1050 and A14 and not via Longstanton or Willingham villages or Northstowe itself.

COMMUNITY GOVERNANCE REVIEW FOR LONGSTANTON OAKINGTON AND NORTHSTOWE

A series of drop-in events have been taking place this past week and into next week, the full set of dates are below.

Oakington	Longstanton	Northstowe
<p>Monday 7 September 10.30am to 12.30pm Gazebo on Oakington Recreation Ground, Queens Way, CB24 3AW</p>	<p>Monday 7 September 2.30pm to 4.30pm Gazebo on Longstanton Recreation Ground, Over Road, CB24 3GP</p>	<p>Monday 7 September 6pm to 8pm Community Wing, outside area, next to Pathfinder School, CB24 1AA</p>
<p>Saturday 5 September 2pm to 4pm Gazebo on Oakington Recreation Ground, Queens Way, CB24 3AW</p>	<p>Saturday 12 September 10.30am to 12.30pm Gazebo on Village Green, Nelson Avenue, CB24 3BT</p>	<p>Saturday 12 September 2.30pm to 4.30pm Community Wing, outside area, next to Pathfinder School, CB24 1AA</p>

There has been some confusion raised over the green separation between Oakington and Northstowe we hope this clarifies:

All three Options show a proposed boundary between Oakington and Northstowe that takes a significant amount of the green separation with Northstowe within the Oakington and Westwick Civil Parish boundary, however, this would not necessarily confer any rights or responsibilities regarding management and maintenance, as this land is owned by Homes England and they are still in the

process of working out how community assets, the public realm and open spaces are to be managed for the long term, including the approach that would be applied for this land in question. This is what Homes England have said:

“As a new town, Northstowe will deliver a range of high-quality public assets and communal areas. A key part of the vision for Northstowe is to ensure that these assets are managed in perpetuity, continuing to reflect this high quality, and benefit the community. As such, it will be important to have appropriate management and maintenance arrangements in place, to support the identity of the town and enhance resident experience. To inform this process, and identify an effective approach, Homes England have commissioned a long-term stewardship toolkit. This toolkit includes an options appraisal of the main stewardship models, outlining their relative advantages and disadvantages, and the role and responsibilities of key partners involved. Once complete, the toolkit will support decision-making on how the preferred model should be structured, financed and governed to deliver the optimum stewardship arrangement for Northstowe.”

We anticipate that Homes England will be involving stakeholders in discussions about management and maintenance options as they work through this issue with the assistance of the toolkit developed (which itself is awaiting sign-off from within Homes England) and are happy to chase if these discussions do not take place in a timely manner.

A reminder it is still possible to view and comment on the three options being proposed as part of the second phase of the CGR consultation and the deadline is 15th September. Full details and maps can be found here <https://www.scambs.gov.uk/cgr-lown>

LONGSTANTON FLY-TIPPING

The fly tipping witnessed at Longstanton Cemetery – update, the fixed penalty notice has not been paid, so South Cambs are moving to prosecute.

SURGERY DEMAND

We have had concerns raised about the difficulty of doctors' appointments and Northstowe being the cause of this. This is the response from the Longstanton & Willingham surgery that an increase in wait times are not caused by Northstowe. As a reminder the money in the NHS follows the patient, if there are more patients in a surgery, they get more money, it's not less of a pie, so to speak. If you continue to experience issues let us know.

I agree that the wait times have gone up at both Willingham and Longstanton but Northstowe is not the reason.

We changed our appointment system as we were not able to meet the demand for "urgent on the day appointments" with the amount of routine appointment slots that we were leaving available.

In order to see all patients that request to be dealt with as urgent we had to decrease the amount of routine appointments available. We trialed this system at the beginning of last winter and found it to be much more manageable, so we have continued with this new system.

The Practice has grown in size but we have also increased the amount of doctors that are working at the Practice, so the size of the Practice (and taking new patients from Northstowe) has no effect on the change in the time you would wait for a routine appointment. As explained above it is the new appointment system and the overall reduction in routine appointments available. We discuss the appointments regularly and change it according to the demand for "urgent on the day appointments". Therefore should the demand decrease we would increase the amount of routine appointments, such as in the summer months (except for the fact that we are now not working normally as most work being done by doctors is via telephone - due to Covid-19).

The Practice will continue to update the system as necessary.

NORTHSTOWE ALLOTMENTS

We have been really pleased to see how much progress has been made on the allotments and well done to the Northstowe Horticultural Association for all their hard work getting up and running.

We are especially pleased that on our insistence, the agreement for the Horticultural society allowed Longstanton residents to have a plot in Northstowe provided they were active members of the association - and has allowed both Northstowe and Longstanton residents to come together and build the association, plan their plots and with more exciting plans to come forward for the community orchard and community garden. We love that the communities are literally growing together!

For more information please get in touch directly with the Northstowe Horticultural Association here: northstoweallotments@gmail.com

NORTHSTOWE PIONEER PARK

We have chased L&Q for updates on when Pioneer Park will be open to the community – they have risk assessment work to do and were unwilling to be pinned down to a date but indicated an end of September timeframe.

NORTHSTOWE ANTI-SOCIAL BEHAVIOUR

There have been reports of anti-social behaviour at Northstowe and potential damage to the play park, we have encouraged residents to ensure it is all reported to the Police to ensure this data is logged and flagged to the local PCSO's, who have increased their presence in Northstowe lately.

NORTHSTOWE POST-BOX

Due to a tremendous backlog of work from Lockdown it will take a couple of months for the post box to be installed, but it will probably be a 'pillar' style, located near the notice board on The Green.

NORTHSTOWE PHASE 2 HOUSEBUILDING UNDERWAY

Urban Splash have begun work on Phase 2a, with the building of Inholm the new 'urban village', including 81 Council homes, being created using the latest modern methods of construction. Houses are being released for sale on 13th September.

Read more at www.scamb.gov.uk/work-starts-on-northstowes-newest-neighbourhood/

DISTRICT WIDE UPDATES

BRIEF COVID UPDATE

Brief Covid-19 update for Cambridgeshire and Peterborough, 26 August 2020

Confirmed Covid-19 cases – overall and in care homes

63 new lab-confirmed Covid-19 cases were detected in Cambridgeshire and Peterborough in the latest reporting period, 17-23 August (as at 26 August). This is 9 less than the previous week.

The cumulative rate of Covid-19 cases per 100,000 population in Peterborough (782.7) remain statistically significantly higher than the national rate (504.8); the rates are statistically similar in Fenland (501.7) and Huntingdonshire (532.1) (data at 26 August).

The 7-day rolling average of confirmed cases for Cambridgeshire, Peterborough, and each of the Cambridgeshire districts, shows a declining trend in Covid-19 cases since the peaks in late April, and a lower, more stable trend in recent weeks. However, confirmed cases have increased in South Cambridgeshire (+1) and Peterborough (+5) in the most recent reporting week.

All cause and Covid-19 deaths – all settings and in care homes

4 Covid-19 related deaths occurred in Cambridgeshire and Peterborough in ONS reporting week 33, up from 2 in week 32 (2 Huntingdonshire, 2 Peterborough).

All-cause deaths numbers increased by 19, to a total of 124 deaths, for Cambridgeshire and Peterborough in week 33 (plus 19 deaths in Cambridgeshire).

At a district level, Cambridge (+8), East Cambridgeshire (+3), Huntingdonshire (+9) and South Cambridgeshire (+10) had an increase in all-cause deaths between the last two reporting weeks.

Cambridgeshire has had 2 notifications of a Covid-19 related death in a care home since 10th August. The last notification for Peterborough was 8th July (data at 25 August).

The number of all-cause deaths is above the 2014-18 average in Cambridgeshire and the districts except Fenland. Numbers in Peterborough are below the 5-year average and are similar in Fenland.

The number of all-cause deaths in care homes are above the 2014-18 average in Cambridgeshire. It is below the 5-year average in Peterborough and Fenland, and similar in South Cambridgeshire.

LOCAL GOVERNMENT DEVOLUTION

DISTRICT COUNCIL NETWORK (DCN) DEVOLUTION REPORT

There has been a lot in the press recently about devolution and local government reorganisation, and we thought you may be interested in the District Council Network (a cross party network of all District Councils nationwide) report which was published in advance of the forthcoming government White Paper on the matter. It makes 7 recommendations for the White Paper to:

Deliver genuine devolution that moves quickly to drive local growth

1. Retain and build on the local capacity to deliver
2. Empower real-world economies
3. Continue to anchor local government in local communities
4. Reject false arguments that bigger local government is better or cheaper local government
5. Support strategic leadership across wider functional economic areas
6. Introduce an upper limit for the size of new unitary councils, in line with the principle of electoral equality

The report can be found here: <https://districtcouncils.info/news-coverage/power-in-place-devolution-and-districts-driving-our-recovery/>

The government are surprisingly busy with things unrelated to Covid 19 at the moment and a move to massive local government reorganisation is one distraction we really do not need. A white paper in October appears to indicate the dissolution of district councils and the creation of massive unitary councils representing up to 800,000 residents (South Cambs has about 130,000). The impact on democratic processes will be considerable. Buckinghamshire has recently become one of these huge councils and there are 196 councillors in their council meetings now (45 at South Cambs for comparison) so how anyone raises local issues is anyone's guess.

TEST & TRACE – UNTRUE RUMOURS

Cambridgeshire County Council and Peterborough City Council have been made aware of a rumour circulating on social media that suggests children in school who begin to display COVID symptoms will be taken to a government testing centre, and parents will be denied access to their child. The rumour suggests any parent arriving at the school may face being removed by the police.

This information is entirely untrue. If a child in a Cambridgeshire or Peterborough school begins to display COVID symptoms, parents will be contacted, and they will be asked to take the child home and to arrange a test. This is to protect the welfare of the child and those within his/her social bubble. Ensuring the safety, welfare and protection of our children is the number one priority of each and every school in Cambridgeshire and Peterborough. Our schools have a clear and agreed Test & Trace process in place, backed by the Local Authority and Public Health England. This involves supporting any child who may require testing and offering clear next steps for the family involved.

SOLAR ENERGY

Interested in saving money on your energy bills by switching to solar?

This is an opportunity with #SolarTogether scheme to use bulk buying power to purchase solar panels for private house owners. South Cambs is working with Cambs County Council to bring this scheme to a roof near you. Register your interest before 6 October 2020 to be part of the scheme.

Read more about it and register here: <https://www.scams.gov.uk/climate-change/solar-together-cambridgeshire/>

MOVE OF WATER TREATMENT PLANT

Following a request by the Liberal Democrat councillors who represent the affected areas, Anglian Water have agreed to a further four weeks for the public to have their say on the initial proposals to move the Cambridge Waste Water Treatment Plant from its current site south of Milton. All those living in the villages to the north and east of Cambridge are encouraged to take a look at the proposals and register their views before the new deadline of 14th September. All info can be found on Anglian Water's dedicated website <http://cwwtpr.com/>

PLANNING

The Government has published a White Paper on Planning Reform that is causing some consternation amongst planning authorities. Although there are some serious issues with current legislation and things could be made slicker and better from the customer point of view generally Councils do a good job of protecting the places that need to be protected including the Green Belts, Conservation Areas, Heritage Assets and rural areas. The Government blames local authorities for restricting the speed of housing delivery but in fact it is caused by developers who will only build houses as fast as they can sell them. The new proposal is that areas will be designated for 'growth' and that very few application processes will need to be got through for building to commence. Councils such as South Cambs are gravely concerned that ensuring housing is built to high standards and is located close to jobs and facilities will be stopped, and the planning system reduced to a random race to the bottom. There is a wide ranging consultation underway and we expect that the final legislation will look quite different from what is currently proposed - at least we hope it will.

BUSINESS RECOVERY

South Cambs has distributed over £25million of government grants to businesses. The flow of money has now stopped but the Council now has appointed a team of 4 experts whose job it is to support local businesses in any way they wish - help with a planning application or a trading license or advice on business recovery and diversification and so on. The aim is to create a One Stop Shop at the council for all businesses regardless of size, and to give all business owners a single point of contact in terms of real person with whom they can communicate. If you are a local business please do sign up for the newsletter which contains updates on just about everything you could ever want to know as a business owner in South Cambs.

WASTE RECYCLING

South Cambs was asked by the Telegraph about what happens to recycling here. Less than 2% of South Cambs recycling is sent to energy from waste because it is too low quality for re-processors and/or there is no market for it. Currently this includes thin plastic film. However, depending on demand, it can be recycled and that is why you are asked to include it in your recycling bin. The overwhelming majority of items residents put in their recycling bins get re-processed and re-used.

Out of the 2,376 tonnes of recycling presented by residents in June this year about 35 tonnes of low grade and contaminated plastic film had to be sent to energy recovery (ie incineration).

ZERO CARBON COMMUNITY GRANTS

Round 2 of the Zero Carbon Communities Grant is now open. This year the grant is focusing on three main themes- cycling, community buildings and tree planting and other 'nature-based solutions'. Applications are invited from parish councils and community groups and closes on September 30th. The fund is worth £100k with individual grants between £1,000 - £15,000.

NEW POLICE INITIATIVE

Noise pollution is a concern for many people living in our villages so you may be interested to know that using funds from the Proceeds of Crime Act Cambridgeshire Constabulary has purchased two state-of-the-art sound monitoring equipment kits which will alert officers at the roadside if an exhaust is too loud. The legal limit for cars is 80 decibels and it is illegal to modify an exhaust to be louder than this. Motorists could be given a £50 Fixed Penalty Notice for either failure to maintain the system or use of a vehicle with an altered system or excessive noise.

NEW SYSTEM AT ADDENBROOKES

There is now a new pilot triage system at Addenbrooke's Hospital launched to help make sure patients get the right care in the right place. From 9am to 9pm, anybody who attends Emergency Department (ED) without a referral from a medical professional, who hasn't been brought in by an ambulance, or hasn't called NHS 111 in advance will be reviewed by a senior clinician.

They will assess the patient's symptoms and decide whether emergency is the most appropriate place for their issue. If the patient does not require care from the ED, they will be directed to call NHS 111 or to visit their GP or a local pharmacy.

This pilot also supports the new national NHS 111 First initiative that encourages people to contact NHS 111 before going to an Emergency Department in order to ensure they get the right help at the right time.

HOSPITAL APPOINTMENTS

Cambridge University Hospitals says: "During the pandemic, we had to make some difficult decisions such as postponing non-emergency operations, outpatient appointments and diagnostic investigations. We want to reassure all patients who are waiting that they have not been forgotten and that we will schedule their appointment or treatment as soon as possible. It is important that patients know that if their health changes or their symptoms become much worse while they are waiting, they need to let us know so that we can re-assess their condition. If you or a loved one are waiting for your first outpatient appointment and have not yet been seen by anyone at CUH, please contact your GP to let them know if your symptoms have become much worse. If you have already been seen by someone at CUH for the condition you have been referred in for, please contact the hospital team which is are leading your current care. You may also have new questions about risks and precautions or about coming to hospital at this time. It's fine to raise these questions and discuss any concerns. Similarly, if you are unwell, it is important that you still use the appropriate NHS services to get medical help if you need it. Further details on accessing NHS services during the pandemic can be found on the NHS website."

EAST WEST RAIL

East West Rail have re-started the consultation about the chosen Route E which runs to Cambourne and then through parishes in South Cambs to join one of the London lines. There are significant concerns about this route not least the impact on the Astronomy site at Barton and the proposed location of Cambourne to the south of the town, rather than on the A428. A local group has been set up – Cambridge Approaches – to pursue the best solution for South Cambs residents who will see a very dramatic change in their environment.

COUNCILLOR UPDATES

- 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
(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
- For those on social media we have a very active Facebook group covering the whole ward here:
<https://www.facebook.com/groups/2066298150052161/>

Please do not hesitate to contact us if you have any questions about these, or any other matters.

Alex Malyon and Sarah Cheung Johnson

District Councillors for Longstanton, Oakington and Northstowe

Contact details:

Sarah Cheung Johnson: cllr.cheungjohnson@scams.gov.uk

Alex Malyon: cllr.malyon@scams.gov.uk

Longstanton Parish Council

Village Maintenance Contract

2021-2023

Clerk to Parish Council, Libby White CertHE PSLCC
Longstanton Village Hall, 24 High Street, Longstanton, CB24 3BS
T: (01954) 782323 E: clerk@longstanton-pc.gov.uk



Longstanton Parish Council Village Maintenance Contract

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Longstanton Parish Council

Village Maintenance Contract

Invitation to Tender

1. Longstanton Parish Council ("the Council") hereby invites tenders for the carrying out of the Service of Village Maintenance in accordance with the Contract documents attached, which comprise:
 - Appendix A: Standard Conditions of Contract
 - Appendix B: Specification of Works
 - Appendix C: Schedule of Works
 - Appendix D: Site Plans
 - Appendix E: Forms of Tender
 - Appendix F: Questionnaire
2. Tenders should be submitted for all parts of the contract. The Prices submitted must indicate the rate for carrying out each area specified individually and should identify separately any discount which may be attributable if the Contractor is awarded the Contract.
3. Prospective Contractors should ensure that they are completely familiar with the nature and extent of the obligations to be accepted by them, if their tender is accepted.
4. Any queries regarding the interpretation of any part of the Contract documents should be addressed to the Parish Clerk by no later than one week before the closing date.
5. The tender shall be submitted on the Form of Tender attached at Appendix E.
6. Prospective Contractors should note that the Council is not bound to accept the lowest, or any tender. The Council's decision is final and no correspondence will be entered into on the reasons why a tender has been rejected.
7. The successful tender together with the Council's written acceptance shall form a binding agreement in the terms of the Contract documents.
8. If having examined the tender documents you wish to submit a tender you should:
 - (a) Fully complete and return the following documents:
 - Appendix E Form of Tender
 - Appendix F Questionnaire
 - (b) Return tenders and all related documentation to:
 - The Parish Clerk, by 5pm on Monday 2nd November 2020**
 - Tenders received late will not be considered.**
 - (c) Please note that the package containing the tender must be clearly marked ***"Tender for Village Maintenance"*** on the outside

Longstanton Parish Council Village Maintenance Contract

Standard Conditions of Contract

Contract Documents

The Contract Documents will comprise:

- Appendix A: Standard Conditions of Contract
- Appendix B: Specification of Works
- Appendix C: Schedule of Works
- Appendix D: Site Plans
- Appendix E: Forms of Tender
- Appendix F: Questionnaire

Officer

The Officer will be the Parish Clerk.

Extent of Work

Generally, the work will comprise of the cutting of grass and selective weed control where specified on land within the parish of Longstanton. To include strimming around play equipment, outside furniture, trees, bushes, fences, hedges and all other authorised site fixtures and fittings. To include grass removal from all play and recreation areas, public open spaces and footpaths.

Site Details

The sites are situated throughout Longstanton and are identified on the plans enclosed under Appendix D.

Before tendering the Contractor is advised, at his own discretion, to visit the sites to satisfy himself/herself as to the full extent of the Contract Specification. No claims arising from failure to do so will be accepted.

Workmanship and Equipment

The workmanship must be of the highest standard and shall conform to all relevant Standards, Specifications and Codes of Practice.

Additional Erection/Installation

The Council could add additional outside fixtures and fittings during the period of the Contract and no application from the Contractor to adjust the Contract price will be considered.

Duration of Contract

The duration of the Contract will be three years.

Tenders are to be priced on a 3-yearly basis. There will be no opportunity to alter the rates tendered during the term.

Payment to Contractor

The Contractor will submit a monthly account, in arrears, throughout the cutting season for all work carried out. All invoices will be paid directly into the Contractor's bank account and account details will be required upon commencement of contract.

Termination of Contract

Either party may, without reason, terminate the Contract, in writing, giving three months' notice.

Insurance

The Contractor is required to have a minimum of £5,000,000 public liability insurance. A current Certificate of Insurance to this effect must be produced to the Parish Clerk prior to commencement of the Contract and upon request at any time. The Contractor shall indemnify the Council against any claim or proceedings for any injury or damage to any property or persons or animals as a result of negligence, poor workmanship or failure to notify the Council of any action likely to cause injury or damage to a third party.

Health and Safety

The Contractor shall accept full responsibility for compliance with the Health and Safety at Work Act and all other Acts and Regulations in respect of the work comprised in this Contract.

Notes to Tenderers

- a) Attention is drawn to the Form of Tender and Standard Conditions of Contract. These documents must be read in conjunction with the Specification of Works, Plans and Schedule of Works. Contractors are advised to carefully read all documentation.
- b) The prices to be included in the Form of Tender are to be the full inclusive value of the work described, including all profit, costs and expenses, and all general risks, liabilities and obligations.
- c) A price shall be inserted against each item on the Form of Tender for each area tendered for.
- d) No alteration to the text of the Form of Tender is to be made by the Contractor tendering. Should any alteration, amendment, note or addition be made, the same will not be recognised and the reading of the printed Schedule will be adhered to.
- e) Patches of spring flowering bulbs are planted in several locations. Care must be taken to avoid them during the growing and flowering season. Grass cutting of these patches will only commence four weeks after flowers have died back.
- f) Weed killing chemicals must only be applied where specified and must be applied by certificated staff (if this is to be contracted out – the Council needs to know who it is contracted out to and see relevant certificates). Where areas have been sprayed, relevant notices should be displayed.
- g) A regular inspection will be carried out by the Council throughout the period of the Contract to ensure the work is completed in accordance with the Specification of Works.
- h) Invoices presented for payment must include a schedule of the works completed including the dates of the work.
- i) Contractors are asked to contact the Parish Clerk if any clarification is required.

Longstanton Parish Council Village Maintenance Contract

Specification of Works

1. GRASS CUTTING

- 1.1 (i) Prior to cutting any area, the Contractor will ensure that it is free of significantly large stones, paper, tins, bottles and other debris.
- 1.1 (ii) The Contractor will also inspect each site for areas of ground sinkage/ potholes and areas of potential hazard and will inform the Council immediately of any specific hazards.
- 1.2 The Contractor will at all times during the period of the Contract, ensure that all machines engaged in grass cutting operations are sharp and properly set, so as to produce a true and even cut. Any damage or areas of grass not cut to the approval of the Council from such lack of maintenance will be made good by the Contractor at his own expense and to the satisfaction of the Council.
- 1.3 The Contractor will at all times during the period of the Contract ensure that machines are properly guarded and maintained so as to present no danger to the operator, surrounding structures, vehicles or any person in the vicinity of operations. The Contractor will provide his staff with all safety equipment, (boots, reflective vests, etc.), and will ensure that staff use these at all times they are engaged in work for the Council.
- 1.4 During the period of the Contract no growth regulators of any form will be applied to any area of turf without the Council sanctioning such an operation in writing, in advance.
- 1.5 All grass will be cut cleanly and evenly and without damaging the existing surface.
- 1.6 The Contractor will complete one area of grass cutting before moving onto the next, and immediately after cutting a scheduled area, the Contractor will ensure that all grass clippings and other arisings are cleared from areas including but not exclusive to all paved areas, playground equipment safety surfaces, memorial stones, paths and public footpaths, etc.
- 1.7 Soft vegetative growth, such as clover will be deemed to be part of the Contract where it falls within large areas of grass.
- 1.8 Since it is not possible to predict accurately the precise number of mowings which may be required on any site in any one year, the Schedule of Works includes a given number of mowings, but the Contractor will be paid on a pro-rata basis for more or less than this number, dependent upon the prevailing weather conditions through the growing season.
- 1.9 Mowing will take place on the full area of grass at the site, up to the paving, fencing obstacles and any other boundaries.
- 1.10 Areas not cut to the satisfaction of the Council will be re-cut by the Contractor at the Contractor's own expense.
- 1.11 In very wet conditions all operations involving grass cutting shall cease until conditions allow operations to recommence without damaging the surface levels

and contours of the ground or grass cutting “divots” from the machine rollers or cutters.

- 1.12 Should the Contractor cause damage to the surface or levels of the ground, or create divots during grass cutting operations, the Contractor will at his own expense reinstate such damage forthwith to the satisfaction of the Council.
- 1.13 Mowing/strimming will be carried out as close as possible to fixed obstructions. Moveable obstructions can be removed to facilitate cutting, and replaced before the Contractor leaves the site.
- 1.14 Mowing around obstructions including seats, trees, fence lines, posts, memorial stones and kerbs in the Cemetery and the like, and in the proximity of margins, will be undertaken using methods, tools and machines as appropriate. The cutting of such areas will be undertaken within 24 hours of the main site being mowed and will be deemed to be included in the Contractor's rate for each location.
- 1.15 In areas that contain bulbs or corms, the Contractor will ensure that the emergent bulbs are not cut. These areas will not be cut again until four weeks after flowering.
- 1.16 All persons operating grass cutting machinery must be satisfactorily trained, and the Council reserves the right to ask the Contractor to provide adequate proof that his operators are well trained, conversant with Health and Safety legislation and competent in their operating methods.

Longstanton Parish Council Village Maintenance Contract

Schedule of Works

Part 1 – Public Open Spaces

1. General Grass Cutting Specification

- 16 cuts of the Public Open Spaces indicated on the maps 'Public Open Spaces 2021-23 - Map 1' and 'Public Open Spaces 2021-23 - Map 2' and listed within this Contract 1 – Public Open Spaces. The first cut being in mid-March and the final cut in late October (though may be later if weather determines).
- The remaining cuts to be at the Contractor's discretion, taking into account the growth of the grass, although there should be a maximum of two weeks between cuts (ideally 10 days).
- To include clearance of vegetation around the wooden posts / play equipment and other obstructions.
- All paths around the grass areas to be free of grass cuttings and grass to be removed from site.
- Where there are areas of spring bulb planting care must be taken to avoid them during the growing and flowering season. Grass cutting of these patches will only commence four weeks after flowers have died back.

1.a Recreation Ground Playground

- Grass cutting specification as per Item 1.
- Areas to be covered as indicated on the map 'Public Open Spaces – Map 1'.
- Report any problems, such as vandalism, maintenance matters, etc. that are noticed during the course of work being undertaken, to the Parish Clerk within 24 hours.
- Trim and maintain hedges, plants, bushes, low branches, etc. twice a year but keeping watch for anything which may need attention at other times ensuring that prevailing legislation is adhered to. This includes the hedge on Spiggots Close.

1.b Cemeteries

- Grass cutting specification as above.
- Trim grass edges around graves, headstones and paths to maintain a height of 1.5".
- Remove weeds from paths and keep paths clear, clean and tidy.
- Remove old flowers and wreaths.
- Trim and maintain hedges, plants, bushes, low branches, etc. twice a year but keeping watch for anything which may need attention at other times.
- Collect all cuttings and clippings and clear from site. **Grass cuttings must not be left on the ground.**
- Clear and dispose of leaves as required.
- In dry weather, during summer months, water plants as necessary, using water from the standpipe and conform to any water restrictions in force.

- Report any problems, such as vandalism, maintenance matters, etc. that are noticed during the course of work being undertaken, to the Parish Clerk within 24 hours.

Hattons Road Cemetery

- Areas to be covered as indicated on the map 'Public Open Spaces – Map 1'.

St Michael's Churchyard

- Areas to be covered as indicated on the map 'Public Open Spaces – Map 2'.
- To ensure that the Baptism Well at St Michael's Churchyard is free from weeds and moss.

1.c Hedges

- All hedges located in any area covered above are to be cut/maintained twice a year ensuring that prevailing legislation is adhered to.

1.d Ditch/Watercourse

- Ditch/watercourse behind the tennis courts (Over Road) leading to the neighbouring field to be cleaned out once per year to ensure clear flow of water as necessary.

Longstanton Parish Council Village Maintenance Contract

Schedule of Works

Part 2 – Parish Verges

- Monthly cuts of the areas indicated on the maps 'Longstanton Parish Verges' between March and October.
- To include strimming around the wooden posts, road signs, benches, etc. and other obstructions except for the trees.
- Where there are areas of spring bulb planting care must be taken to avoid them during the growing and flowering season. Grass cutting of these patches will only commence four weeks after flowers have died back.

Longstanton Parish Council Village Maintenance Contract

Schedule of Works

Part 3 – Home Farm

3. General Grass Cutting Specification

- 16 cuts of the Public Open Spaces indicated on the map 'Home Farm Grass Cutting 2021-23' and listed on the schedule 'Grass Cutting and Maintenance 2021-2023'. The first cut being in mid-March and the final cut in late October (though may be later if weather determines).
- The remaining cuts to be at the Contractor's discretion, taking into account the growth of the grass, although there should be a maximum of two weeks between cuts (ideally 10 days).
- To include clearance of vegetation around the wooden posts / play equipment and other obstructions.
- All paths around the grass areas to be free of grass cuttings and grass to be removed from site.
- Where there are areas of spring bulb planting care must be taken to avoid them during the growing and flowering season. Grass cutting of these patches will only commence four weeks after flowers have died back.

3.a Home Farm (adopted)

- Grass cutting specification as per item 3.
- Trim and maintain hedges, plants, bushes, low branches, etc. twice a year but keeping an eye for anything which may need attention at other times, ensuring that prevailing legislation is adhered to.
- Maintenance of all borders within the areas marked on the map 'Home Farm Grass Cutting 2018-20', twice a year.

3.b Home Farm Phases Ditch Access (yet to be transferred to LPC)

- Grass cutting specification as per item 3.
- The ditch access to be cut once a month between mid-March and October.

3.c Home Farm shrubberies/borders

- Twice annually, the borders contained within the Parish Council owned public open space will be maintained to include weeding, trimming of plants, bushes and low branches.

Longstanton Parish Council Village Maintenance Contract

Form of Tender

Part 1– Public Open Spaces

	2021	2022	2023
Price per cut (as per areas marked on map)	£	£	£
Total Price for 16 cuts	£	£	£
Recreation Ground Playground	£	£	£
Cemeteries	£	£	£
Hedges	£	£	£
Ditch/Watercourse	£	£	£
Total Cost of Contract	£	£	£

Please note that although we ask you to show your workings for each area to be covered, the only price to be made public will be the 'Total Cost of Contract'. We ask for the breakdown for budgeting and allocation of money purposes only.

I/We agree to complete the work in accordance with the Invitation to Tender, Standard Contract Terms, Specification of Works, Schedule of Works and location plans.

I/We understand that Longstanton Parish Council is not bound to accept the lowest or any Tender and that the Council will not be responsible for any expense incurred in preparing this Tender.

I/We certify that the amount of the Tender has not been calculated by agreement or arrangement with any other person, firm or company and that the amount of the Tender has not been communicated to any person and will not be communicated to any person until after the closing date for the submission of Tenders.

Signed: Name:

Position: Date:

Company:

Address:
.....

Telephone Contact number:

Longstanton Parish Council Village Maintenance Contract

Form of Tender

Part 2 – Parish Verges

	2021	2022	2023
Price per cut (as per areas marked on maps)	£	£	£
Total Cost of Contract	£	£	£

I/We agree to complete the work in accordance with the Invitation to Tender, Standard Contract Terms, Specification of Works, Schedule of Works and location plans.

I/We understand that Longstanton Parish Council is not bound to accept the lowest or any Tender and that the Council will not be responsible for any expense incurred in preparing this Tender.

I/We certify that the amount of the Tender has not been calculated by agreement or arrangement with any other person, firm or company and that the amount of the Tender has not been communicated to any person and will not be communicated to any person until after the closing date for the submission of Tenders.

Signed: Name:

Position: Date:

Company:

Address:

.....

Telephone Contact number:

Longstanton Parish Council Village Maintenance Contract

Form of Tender

Part 3 – Home Farm Public Open Spaces

	2021	2022	2023
Price per cut (as per areas marked on map)	£	£	£
Total Price for 16 cuts	£	£	£
Home Farm - adopted	£	£	£
Home Farm - ditch access (not yet adopted)	£	£	£
Home Farm – shrubberies/ borders	£	£	£
Total Cost of Contract	£	£	£

Please note that although we ask you to show your workings for each area to be covered, the only price to be made public will be the 'Total Cost of Contract'. We ask for the breakdown for budgeting and allocation of money purposes only.

I/We agree to complete the work in accordance with the Invitation to Tender, Standard Contract Terms, Specification of Works, Schedule of Works and location plans.

I/We understand that Longstanton Parish Council is not bound to accept the lowest or any Tender and that the Council will not be responsible for any expense incurred in preparing this Tender.

I/We certify that the amount of the Tender has not been calculated by agreement or arrangement with any other person, firm or company and that the amount of the Tender has not been communicated to any person and will not be communicated to any person until after the closing date for the submission of Tenders.

Signed: Name:

Position: Date:

Company:

Address:
.....

Telephone Contact number:

Longstanton Parish Council Village Maintenance Contract

Questionnaire

Details relating to Prospective Tenderer

1. Company Name:
2. Address:
.....
3. Telephone number (landline & mobile)
.....
4. Email address:
5. Contact Name:
6. Position in Company:
7. Nature of Business:
8. Is it a Subsidiary of another Company?
If yes, please give details:
9. Date of Business formation:
10. Please state number of grounds maintenance employees:
11. Please state which branch the Contract will be serviced from (if applicable):
12. Please give any other details, which you feel may be relevant, for example, similar contracts in the area or for similar authorities, etc.:.....
.....
.....
.....

Signed:
Position:
Date: