

COUNCILLORS' BULLETIN

ISSUE DATE 19TH MAY 2004

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Cambridgeshire
District Council

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MONDAY 24th May 2004	2 pm	Northstowe Member Steering Group	Council Chamber
TUESDAY 25th May 2004			
WEDNESDAY 26th May 2004			
THURSDAY 27th May 2004			
FRIDAY 28th May 2004			

INFORMATION ITEM – MEMBERS' EXPENSE CLAIMS

The Finance and Resources Director has extended the deadline for expense claims from the previous financial year until 31 May 2004. Could all Members who intend to claim travel and subsistence allowances for the financial year 1 April 2003-31 March 2004 please submit their expense claims to Democratic Services **before 31 May 2004**. The expense claim form is available on-line in the Members' section of the Intranet or from Democratic Services.

INFORMATION ITEM – ID BADGES FOR CAMBOURNE OFFICE

Democratic Services are holding new ID and access badges for all Members. Please come and see us next time you are in to collect your badge, bringing your old access pass from Hills Road with you. Contact Lucie Edginton on 01954 713026 or by email lucie.edginton@scams.gov.uk

INFORMATION ITEM – MEMBERS' CHEESE AND WINE EVENING

The Members' Cheese and Wine evening will be held on June the 22nd at Cambourne. Please will Members let Ruth Leyshon know if they are planning to attend and if they will be bringing a partner by the 11th of June 2004. Contact Ruth Leyshon on 01954 713011 or by email ruth.leyshon@scams.gov.uk

INFORMATION ITEM – MEMBERS' DIARIES

The Members' diaries are currently at the printers and will be available after the 11th of June 2004 from Democratic Services.

INFORMATION ITEM – POLICE COMMUNITY SUPPORT OFFICERS

In 2003 the Cabinet approved funding of £83,622 for 2004/05 and £70,236 for 2005/06 to employ 3 full-time PCSOs. At the South Cambridgeshire Community Safety Partnership meeting on the 26 April 2004 the three priority villages for the PCSOs to be based in were identified as Bar Hill, Sawston and Gamlingay. The Portfolio Holder for Community Development requested that this decision was published in the Members Bulletin for information.

Bar Hill was identified on the basis of recorded crime, anti-social behaviour and a high level of fear of crime. Alcohol related youth anti-social behaviour has also been widely reported in the media. The area around the Tesco superstore, shopping parade, and other village facilities has become a focal point for socialising for young people from surrounding villages. The constabulary has had success in tackling this type of anti-social behaviour with PCSOs and has developed tactics that will have a positive impact on this problem.

Sawston was identified as having a significant level of recorded crime, anti-social behaviour and fear of crime. As with Bar Hill, it is a focal point for young people and alcohol related youth anti-social behaviour and violent crime are prevalent problems. PCSOs have been used successfully in other areas of Cambridgeshire to tackle these problems, providing a consistent and highly visible deterrent, using enforcement action or collecting evidence and targeting reassurance patrols at those residents and businesses adversely affected by anti-social behaviour.

Gamlingay is at the south-western point of South Cambridgeshire bordering Bedfordshire and Hertfordshire. In policing terms it is covered by Central Division and is policed from St Neots. Consultation amongst colleagues at South Cambridgeshire District Council and the Police recognised that the fear of crime is heightened in communities that are on the borders of police and administrative districts. In statistical terms Gamlingay has a significant level of crime and anti-social behaviour, the additional level of fear of crime justifies the deployment of a PCSO there. A highly visible presence, consistently patrolling the village, targeted not just at crime and anti-social behaviour, but at reassurance will have a positive impact.

INFORMATION ITEM – MEMBERS’ TRAINING AND INDUCTION PROGRAMME

The Member Training Advisory Group agreed a training and induction programme for new and returning members at its’ meeting on the 11th of May. The training and induction schedule shown below is currently being finalised with a few topics still to be confirmed. This information will be sent to all prospective councillors for their information and advance notice of the dates. All training will be conducted in Cambourne and lunch will be provided. If you require more information, contact Lucie Edginton on 01954 713026 or by email lucie.edginton@scamb.gov.uk

Day	Date	What	Time
Tuesday	15 th June	Corporate Induction (Part 1) - Internal	9 – 2pm
Friday	18 th June	The Role of Elected Members - EERA	9 – 2pm
Monday	21 st June	Corporate Induction (Part 2) - Internal	9 – 2pm
Thursday	1 st July	A Briefing in Planning – Trevor Roberts Associates	9 – 5pm
Monday	5 th July	Licensing Committee Training - Internal	To be confirmed
Tuesday	6 th July	Media Awareness Workshop – John Venables Media	9 – 2pm
Monday	12 th July	Scrutiny and Overview - EERA	To be confirmed
Thursday	29 th July	Internet and Email – Software Practice	9 – 5pm
Friday	30 th July	Word/Excel dependant on demand – Software Practice	9 – 5pm
Friday	6 th August	Ward Work and Surgeries – Councillor Skills	To be confirmed
Monday	9 th August	Role of the Parish Council – CALC	To be confirmed
Friday	13 th August	Time Management – EERA	9 – 2pm
Monday	23 rd August	Speed Reading – EERA	9 – 2pm

CALL-IN ARRANGEMENTS

The Chairman of the Scrutiny Committee or any five other Councillors may call in any executive decision recorded in this bulletin for review. The Democratic Services Manager must be notified of any call in by **Wednesday 2nd June 2004 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 3rd June 2004**.

Any member considering calling in a decision made by Cabinet is requested to contact the Democratic Services Section to determine whether any relevant amendments have been incorporated.

The call in procedure is set out in full in Part 4 of the Council's Constitution, 'Scrutiny Committee Procedure Rules', paragraph 12.

DECISIONS MADE BY THE COMMUNITY DEVELOPMENT PORTFOLIO HOLDER

1.	<p>DRAFT TREE INSPECTION POLICY AND PRACTICE GUIDELINE (Milton Country Park)</p> <p>The Portfolio Holder agreed:</p> <ul style="list-style-type: none"> a) the draft tree inspection policy and practice guidelines are completed and that its implementation should commence as soon as possible after completion. b) that the staff undertaking tree inspections attend relevant training as required and are provided with adequate insurance for this work by the council. 	
2.	<p>FISHING AT MILTON COUNTRY PARK</p> <p>The Portfolio Holder agreed:</p> <ul style="list-style-type: none"> a) a new lease agreement be signed with the Histon and District Angling Society for a period of three seasons b) re-stocking of Todd's pit takes place with small fish of various sizes as funding becomes available 	
3.	<p>INTERPRETING THE PARK</p> <p>The Portfolio Holder agreed:</p> <ul style="list-style-type: none"> a) work on way markers and new water safety signs commence as soon as possible b) a park brand be designed and finalised and that interpretive improvements within the report are prioritised and implemented. 	
Decision		Reason
Agree to award an additional grant of £5,519 to Comberton Parish Council towards a skate park. This increases the total award to £10,964		The project has expanded due to enhanced consultation with young people

DECISIONS MADE BY ENVIRONMENTAL HEALTH PORTFOLIO HOLDER

Decision	Reason
Agree to purchase three new Renault 816 RZ Tractors. Cost per unit is £35,393. Total cost for three tractors is £106,179 minus £10,000 as trade in for two old machines giving a net cost of £96,179	Offers the best value for money and includes exceptional trade-in offer of £5,000 per unit for two old machines. Potential to carry heavier mowers in the future is also a very important consideration.

DECISIONS MADE BY INFORMATION AND CUSTOMER SERVICES PORTFOLIO HOLDER

Decision	Reason
Agree the proposed induction programme for councillors at a cost to the Democratic Services budget of £8,325	Trained councillors can provide the best service to their constituents and fully engage in the decision making process
Agree the proposed ongoing training schedule for councillors at an estimated initial cost of £1,650	Trained councillors can provide the best service to their constituents and fully engage in the decision making process
Agree, subject to the agreement of the Resources and Staffing PFH, to the roll-over of unspent budget from 2003/04	Other calls on the budget will cause an overspend in 2004/05
Agree that requests from councillors to attend outside conferences/seminars be submitted to the Information and Customer Services Portfolio Holder for decision	For clarity in the approval process

DECISION MADE BY PLANNING AND ECONOMIC DEVELOPMENT PORTFOLIO HOLDER

Decision	Reason
To support the application by Cambridgeshire County Council with Cambridge City Council for Special Parking Area and Permitted Parking Area	<p>The County Council proposes to apply to the Secretary of State for the powers to undertake on-street parking enforcement, as made possible through the powers available in the Road Traffic Act of 1991. The specific area for which the powers are requested is Cambridge City Council, but extends to include the park and Ride sites that therefore includes land in South Cambridgeshire.</p> <p>The City Council has set up procedures for implementation which includes the establishment of integrated parking services for:</p> <ul style="list-style-type: none"> • the employment of parking attendants, • the processing of penalty notices, • the management of representations and appeals, • the issuing of parking permits, • the management of the necessary systems, interfaces and databases. <p>The proposal would decriminalise parking offences within the designated area and transfer responsibility for enforcement from the police to the local authorities making the application. It has the potential for parking enforcement to be more effectively carried out by a dedicated team. This should result in a more effective use of the parking resource and less interruption of traffic by illegal on-street parking.</p>

DECISIONS MADE BY ARTS DEVELOPMENT OFFICER

Decision	Reason
Award £1,500 to Philip Briggs Brass Festivals for the South Cambridgeshire Brass Day – 21 st May	The Brass Day aims to increase aspirations of young brass players by giving them the opportunity to study and play alongside a professional brass ensemble.

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
MILTON COUNTRY PARK ADVISORY GROUP
DRAFT MINUTES**

At a meeting of the Advisory Group
held on 19th April 2004

PRESENT:

Councillors; PL Stroude (Chairman), Mrs MP Course (Vice Chairman), DP Roberts (Community Development Portfolio Holder), TJ Flanagan, R Hall and RT Summerfield

In attendance: Mr S Bennett (Friends of MCP)

1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Mrs JA Muncey.

2. DECLARATIONS OF INTEREST

2.1 None

3. MINUTES OF THE LAST MEETING

3.1 The Advisory Group authorised the Chairman to sign, as a correct record, the Minutes of the meeting held on 19th January 2004

4. MATTERS ARISING

4.1 Minute 4.1

The Head of Community Services would check and report back to the next advisory group meeting that a letter had been sent to Roger Day at Milton Parish Council.

4.2 Minute 4.2

The one off payment to the Community Centre had been made with regard to the cost of clearing additional refuse.

4.3 Minute 5 (Use of the Park by Dogs and their Walkers)

Councillor PL Stroude asked for it to be noted in the minutes that although the cost of pursuing a prosecution costs was high, the intention of the Advisory Group was to take action where necessary. It was additionally felt that if a case was taken to court and resulting action taken against an offender that this in itself would be a strong deterrent to other dog walkers.

4.4 Councillor TJ Flanagan asked if the Advisory Group could reconsider the decision to allow dogs off leads in some areas of the Park. It was his personal opinion that Dogs should be kept on leads at all times for the protection of the wildlife, children and general public.

4.5 The Park Ranger believes that this would lead to more clashes between dog owners and rangers, dog walkers form a significant percentage of the Park's user group and the majority of dog owners who use the park, do so respectfully.

4.6 Councillor RT Summerfield commented that the current policy whilst known by regular users of the Park, could be confusing to the casual user.

- 4.7 The Park Ranger informed the Advisory Group that a complete ban may not be possible as he believed the Department of Environment (?) had originally stated that dogs could not be kept on leads in areas of rough grassland. It would be difficult for Milton Country Park to implement a complete ban on dogs off the lead due to the rough grassland that was found North of the public drain.
- 4.8 Councillor Mrs DP Roberts queried what liability the Council has if it continued to allow “off lead” areas and a dog that is “off lead” attacks a bystander?
- 4.9 Councillor Stroude queried the effectiveness of the existing camera system for catching offenders. The Park Ranger informed the Advisory Group that the system, although upgraded a few years ago, did not take high-resolution pictures and only covered key areas of the Park. A full CCTV system had been considered in the past however the idea was dismissed due to the prohibitive cost of running electrical cabling throughout the whole park.
- 4.10 The Head of Community Services would clarify the following and report back to the next meeting of the Advisory Group:
- The Department of the Environments’ stance on whether Milton Country Park could apply a restriction over the whole Park to keep dogs on leads at all times.
 - What the liability of the Council would be if an unleashed dog attacked a bystander in the Park grounds?
 - What advertising and consultation with the public would be required if the Advisory Group was to designate the whole park for dogs on leads only?
 - Any recent changes to the relevant national byelaws

ACTION: SM

5. DRAFT TREE INSPECTION POLICY AND PRACTICE GUIDELINES

- 5.1 The Head of Community Services introduced the report and provided a summary to the Group. The Park Ranger and his team had worked extremely hard to survey the woodland areas and draft the policy and practice guidelines and were to be commended for all their hard work to date. The liability on the Council in the event of a tree blowing down and injuring a Park user was vast. It was vital to show that the Council although providing extensive woodland was fully managing trees and taking appropriate action to reduce risk.
- 5.2 The grading of trees’ as High, Medium or Low done to date will be demonstrated to Members during the walk around. Wooded areas and single trees near amenities such as the car park, the visitor centre, play area and pathways with significant usage will all have a high-risk rating. The grading of trees by this method is used by other organisations and widely accepted as a suitable format for managing trees.
- 5.3 The first few years of implementing the tree policy would be the most time consuming as each tree needed to be surveyed and maintenance carried out where necessary. Extensive pollarding and coppicing would help maintain the woodland area within acceptable risks and keep the workload minimal. The felled wood was to be left in situ, as it was a valuable wildlife habitat. Where trees had been felled into the ponds, they were being left in the water to form much needed additional shelter for fish.

- 5.4 There had been an incident of high winds recently where the draft policy had been used to determine if the Park should be closed. The Head of Community Services had been in touch with the Rangers on this day to ensure they were confident with implementing closure if needed. It was noted that Anglesey Abbey had closed part of its' gardens to the public during this spell of high wind. Councillor Stroude suggested that after a wind incident, it would be valuable to re-evaluate trees to ascertain if the risk rating had changed. He additionally commented that it might be useful to consider re-assessment after any severe weather incident that may have impacted on the trees such as prolonged dry spells, heavy rain or snow. The Park Ranger agreed these were useful comments and should be incorporated into the policy document.
ACTION: MB
- 5.5 The Duty Ranger was empowered to close the park within their existing duties, this would need including within the policy document. The Duty Ranger could close the Park even if the wind speed was not at the specified level but s/he felt that the safety of the public was at risk. The Rangers do not actively want to close the Park, as it was a lengthy process, however, steps to minimise risks to the public have to be demonstrated.
- 5.6 Members of the Advisory Group took a walk around the Park to see the tree assessment work done to date and to more easily relate the policy to what was on the ground.
- 5.7 Councillor Stroude commented that his perception following the walk was that the largest problem to be addressed was with willow trees. Pollarding of this species would certainly help reduce the risks especially those that have several trunks. He expressed concern that the felled wood was a fire risk and asked if more fire breaks needed to be put in.
- 5.8 The Head of Community Services informed the Advisory Group that consultation with David Grimster regarding insurance was currently taking place. The situation was that insurance existed to cover the rangers whilst doing Council duties. Cover for personal liability against private prosecutions brought against the Rangers was thought to be included within the Council's Employer Liability insurance; SM was waiting for written confirmation of this and would confirm the situation to the next meeting of the Advisory Group. Consultation with the Councils' Legal department regarding the draft tree policy and practice guidelines would be taking place once Members comments had been incorporated into the documentation.
ACTION: SM
- 5.9 Councillor Mrs MP Course asked if the notices to be placed on each gate could be redesigned so that the words "CLOSED" were bigger and that the wording informed people that if they were to enter the Park it would be at their own risk.
- 5.10 Councillor Stroude asked the Park Ranger if the aluminium tags to be attached to each tree would cause any harm or look unsightly? The Park Ranger confirmed that the tags would not damage the tree and were essential to identify each tree and relate it back to each inspection form.

The Advisory Group **RECOMMENDED** that:

- a) the draft tree inspection policy and practice guidelines are completed and that its implementation should commence as soon as possible after completion.
- b) that the staff undertaking tree inspections attend relevant training as required and provided with adequate insurance for this work by the council.

6. FISHING – UPDATE SINCE THE LAST MEETING

6.1 The Head of Community Services updated the Advisory Group following the meeting with the Histon and District Angling Society (HDAS). They broadly agreed with the recommendations of the Advisory Group but felt unable to make any financial contribution to maintenance or restocking work. The HDAS accepts that a cessation of fishing on Dickerson's maybe appropriate but asked if the Advisory Group could end fishing at the close of the 2006/2007 fishing season. This would allow three years of improvements to take place, with the prospect of a visible difference in the fishing at Todd's pit.

6.2 The HDAS had also taken on board the points made about providing bailiff management of fisherman. They had agreed to restrict night fishing to 3 nights in 7 and that the minimum age for night fishing would be 16 years old. The Society would endeavour to bailiff more but could not commit to fully managing the situation.

6.3 The Head of Community Services informed the Advisory Group that the Society had reported at their AGM that more tickets had been sold last year than the year before. They felt the majority of members fished on Todd's but in order to stop fishing on Dickerson's, they felt the three-year phasing in period would be more acceptable.

6.4 The Park Ranger reported that there was increasing incident of youngsters using the Park at night on the premise of night fishing but actually drinking alcohol. The Police Community Support Officer had informed the Ranger that it was hard to arrest people for being drunk and disorderly whilst they are within the Park. The Park is a public park but effectively in terms of the law is private land with the public granted access. The PCSO's do not have the power to arrest people although they have been warning youngsters that their behaviour could result in being banned from the Park by the Ranger. One repeat offender had been banned recently.

6.5 Simon Bennett from Friends of MCP informed the Advisory Group that the Friends of MCP would be able to contribute towards the cost of providing shelters for fish on the basis that this was a conservation issue, in terms of helping fund restocking the Friends would be unable to assist.

6.6 There was approximately £1,000 available within the Park's budget for funding the restocking programme each year for the next three years. The Environment Agency would be visiting the Park Ranger shortly to discuss the report and provide a list of fish suppliers who had guarantees that the stock was healthy. The fish introduced to Todd's pit would be in a range of sizes.

6.7 The Advisory Group **RECOMMENDED** that:

- a) a new lease agreement be signed with the Histon and District Angling Society for a period of three seasons
- b) restocking of Todd's pit takes place with small fish of various sizes as funding becomes available

7. INTERPRETING THE PARK

7.1 The Head of Community Services introduced the report to consider the level of information available to persons visiting or wishing to visit the Park and how it could be interpreted. An interpretive review was carried out in 2003 by an independent consultant to identify what could be done to enhance visits to the Park. It was noted that not enough information was provided regarding the former industry on the site, archaeological findings, range of wildlife in the park etc... Way markers indicating routes around the park and items of interest was seen to be one way of informing the public. In addition the recent ROSPA report had recommended additional safety signs were required.

7.2 Councillor Roberts asked that any new signage be produced in accordance with the new corporate identity included. The Head of Community Services reassured Members that any re-branding or signage would be produced in conjunction with the Communication and Information Unit. The Park was entitled to it's own sectional branding as long as the Corporate style was adhered to i.e. regarding font sizes and position.

7.3 Simon Bennett indicated that the Friends of MCP would be keen to help fund and develop signs for the sensory area, the bird feeding area etc... They would be happy to support grant applications. He also informed the Advisory Group that the Friends were reproducing the Park's wildlife leaflet including text from the Rangers. This would be sold via the Visitor Centre.

The Advisory Group **RECOMMENDED** that:

- a) work on way markers and new water safety signs commence as soon as possible a Park brand be designed and finalised and that interpretive improvements within the report are prioritised and implemented.

8. DATE OF NEXT MEETING

The next meeting will be held on Monday, 20th September 2004 at 10am, finishing with a walk in the Park.

The meeting closed at 12.25pm

CONSERVATION ADVISORY GROUP

Draft Minutes

At a meeting of the Committee
held on 21st April 2004 at 2.00pm

PRESENT: Councillor SJ Agnew - Chairman
 Councillor NN Cathcart – Vice-Chairman

Councillor Mrs MP Course Councillor RGR Smith
Councillor Dr JA Heap Councillor RJ Turner
Councillor Dr JPR Orme Councillor AW Wyatt

Councillor Mrs DSK Spink (Portfolio Holder for Conservation) attended the meeting by invitation.

Councillors Mrs JM Healey (Chairman, Development and Conservation Control Committee) and JH Stewart (Vice-Chairman, Development and Conservation Control Committee) sent apologies for absence.

1. DECLARATIONS OF INTEREST

Councillor SJ Agnew declared a personal interest in those various parts of the agenda referring to Fleam Dyke, Devil's Dyke and the Roman Road.

2. MINUTES

The Conservation Advisory Group authorised the Chairman to sign, as a correct record, the Minutes of the meeting held on 10th March 2004.

In relation to Minute no. 4 (St Denis Church, East Hatley), the Conservation Manager reported on the more positive outlook developing locally, and on the opportunities presented by the new round of grant allocations being made by English Heritage. In parallel with a new application by the Council, officers would be seeking local support for using the building as a "Community Information Hub."

3. MONUMENT MANAGEMENT PROJECT 2004-05

The Conservation Advisory Group considered a report on progress being made with the Monument Management Project ("MMP"), and received a PowerPoint presentation from Stephen Macaulay (Project Manager) and Adrian Scruby (Countryside Archaeological Officer) both with the Archaeological Section of Cambridgeshire County Council.

Members established that public access to individual monuments depended, ultimately, on the willingness of landowners to participate in the MMP. They made the following comments:

- Given the sensitive nature of some sites, the sensible approach should be that of management rather than excavation
- Publicity through publications such as the *South Cambs Magazine* was probably more cost effective than producing specific leaflets or brochures

The Conservation Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation

- (1) support the allocation of £3,000 from the Archaeology Grants budget, as a contribution to the Monument Management Programme in 2004-05 identified in paragraph 8 of the Conservation Manager's report;
- (2) authorises an allocation of up to £1,500 from the Conservation Budget to support the further interpretation of the MMP sites via the *South Cambs Magazine* and guided walk leaflets as identified in paragraph 9(f) of the report; and
- (3) Invite the County Archaeologists to present a six-monthly progress report to the Conservation Advisory Group and Portfolio Holder on the on-going Monument Management Programme during 2004-05 (to include developing archaeological initiatives) for consideration and prioritisation for the future development of the project.

4. **PROPOSED PILOT SCHEME: COMMUNITY ARCHAEOLOGICAL PROJECTS – 2004-05**

The Conservation Advisory Group considered a report on a pilot scheme intended to encourage community-based archaeological projects within the District, and received a PowerPoint presentation from Stephen Macaulay (Project Manager with the Archaeological Section of Cambridgeshire County Council). Mr Macaulay explained that, whereas last year the County Council had promoted a training excavation at Fulbourn, its emphasis this year was on smaller-scale schemes within local communities.

The Conservation Manager expressed a hope that the initiative would enable local interest groups to engage the services of professional archaeologists.

Members established that any site might have archaeological interest, even if it were only 30-40 years old. They agreed that, in order to preserve important sites, unnecessary excavation should be avoided.

The Conservation Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation

- (1) support a pilot scheme to develop Community Archaeology Projects in 2004-05, and allocate a sum of £5,000 from the Heritage Initiatives Fund to support the development of individual projects during the financial year, subject to approval of individual project design (to include evidence of partnership funding); and
- (2) invite the County Archaeologists to present a six-monthly progress report to the Portfolio Holder for Conservation and Conservation Advisory Group on the development of Community Archaeology Projects to enable consideration of effectiveness and future direction.

5. LINEAR SITES ARCHAEOLOGY PROJECT: IMPROVING ACCESS AND INTERPRETATION AT FLEAM DYKE – 2004-05

The Conservation Advisory Group considered a report on proposed new initiatives for improving access to, and the interpretation of, Fleam Dyke, and received a PowerPoint presentation from Stephen Macaulay (Project Manager with the Archaeological Section of Cambridgeshire County Council).

Members raised concerns at over-interpretation of the site, and the scourge of vandalism. Mr Macaulay explained that the County Council supported the use of interpretation boards because of the tendency of visitors to enter at various points along the linear site.

The Chairman expressed a hope that an appropriate framework would be put in place to ensure the continuation of the project. The Group deemed it important that new Councillors be encouraged to visit the site so they could see the conservation measures that had been achieved there.

The Conservation Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation

- (1) continue to support the Linear Sites Project in 2004-05, and allocates a sum of up to £11,960 from the existing budget for Linear Sites in the Heritage Initiatives Fund, specifically to support the interpretation and access improvements on the Fleam Dyke to secure the preservation and enhancement of this key archaeological site in South Cambridgeshire, as described in the Conservation Manager's report;
- (2) continue to support the development of wider conservation and enhancement works on the Fleam Dyke by authorising complementary projects with partnership agencies; and
- (3) request the County Archaeologists to present a progress report, before the end of 2004-05, to the Conservation Advisory Group and Conservation Portfolio Holder on the development of the Linear Sites Project to facilitate consideration of future support.

6. CONSERVATION AWARDS 2004-05 – NATURAL HERITAGE

The Conservation Advisory Group considered a report seeking Members' guidance on the establishment of a Conservation Award scheme for 2004-05, based on the Natural Heritage. In particular, Members focused on paragraphs 2 and 7 in the report, reflecting the Council's four corporate objectives and possible criteria for making the awards.

The Group took the view that it might be counter-productive were the Council to identify examples of suitable schemes as such a list might be interpreted as being exclusive. Instead, individuals and groups should be invited to come up with their own original initiatives.

This awards scheme could also prove useful in promoting the use of landscaping and biodiversity features in and around future developments, such as at Northstowe and the Cambridge Northern Fringe.

The provisional plan was to arrange site visits in September 2004 and then to make the awards later in the Autumn.

The Conservation Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation

- (1) support the launch of the Natural Heritage Conservation Award scheme in 2004-05, specifying criteria for consideration and classification of entries; and
- (2) support appropriate funding from the Conservation Portfolio budget for the production of commemorative plaques and for the staging of the award ceremony.

7. UNLOCKING THE POTENTIAL OF THE RURAL URBAN FRINGE

The Conservation Advisory Group considered a report on the consultation document entitled *Unlocking the Potential of the Rural Urban Fringe*, issued jointly by the Countryside Agency and Groundwork. It received a PowerPoint presentation from the Council's Landscape Design Officer on the document's relevance to South Cambridgeshire.

Members welcomed the opportunities presented by the initiative to include measures in the emerging Local Development Framework that would enable the Council to require developers to incorporate biodiversity breaks and elements of edge-of-settlement landscaping into future developments.

The Portfolio Holder for Conservation said that the consultation document should also be presented to the Local Strategic Partnership.

The Conservation Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation

- (1) support the preparation by the Countryside Agency and Groundwork of a Rural Urban Fringe vision and 'toolkit';
- (2) support the drafting of a 'stand alone' Rural Fringe Area Action Plan for South Cambridgeshire, to be developed as an integral part of the Local Development Framework;
- (3) authorise a response to the consultation exercise supporting the draft proposals as set out in paragraph 11 of the Conservation Manager's report; and
- (4) authorise development of enhanced Rural Urban Fringe proposals in partnership with the Countryside Agency and Groundwork, and other appropriate agencies, for the benefit of the District, reporting back to the Conservation Advisory Group as projects are developed.

8. TREES AND HEDGEROW PARTNERSHIP SCHEME – 2004-05 AND 2005-06

The Conservation Manager informed Members that Cambridgeshire County Council had withdrawn its support for the Trees and Hedgerow partnership.

He explained that the District Council's budget for 2004-05 had already been spent as the practice was to meet the costs of participation in arrears.

The Conservation Advisory Group supported the Trees and Hedgerow Partnership in principle, but **RESOLVED** that detailed consideration of this item be deferred until the next meeting, by which time officers would have had an opportunity to prepare a report exploring available options for continuation of the scheme.

9. CONSULTATION ON THE PROPOSED HIGH HEDGES PROCEDURE (PART 8 ANTI-SOCIAL BEHAVIOUR ACT 2003).

The Trees and Landscape Officer gave a verbal summary of the main aspects of Part 8 of the Anti-Social Behaviour Act 2003.

Members expressed concern about the practicalities and financial implications of this new responsibility placed on local planning authorities.

10. BUILDINGS AT RISK REPORT - 2004-05

The Conservation Manager distributed a report on Historic Buildings at Risk, and highlighted Section 7 relating to the total of buildings at risk during the period from 1998 to 2003.

The Vice-Chairman said that every effort should be made to retain diversity and preserve the original use of buildings, where practicable, through using available resources in a sensible manner.

The meeting closed at 4.45pm

Agenda item: 1

**CAMBRIDGESHIRE COUNTY/CAMBRIDGE CITY/SOUTH CAMBRIDGESHIRE
ENVIRONMENT AND TRANSPORT JOINT STRATEGIC FORUM: NOTES**

Date: Wednesday, 28th April 2004

Time: 14.30 – 16.20

Place: Council Chamber, South Cambridgeshire Hall, Cambridge

Present: County Council
Councillors T J Bear, S F Johnstone C Shaw and A Kent
Officers: K Baldwin G Hughes M Lugg and R Sanderson (Secretary)
Cambridge City Council
Councillors J Durrant, and N Harrison (Chairman)
Officers: P Studdert and B. Human
South Cambridgeshire District Council
Councillors D Bard (Vice Chair) J Batchelor J Healey and D Spink Officers: K
Miles
CALC
Councillor M J Mason

Also Present: Councillor Summerfield South Cambridgeshire District Council

* Attendance for part of the meeting only

Members of the public were also in attendance.

Apologies: Councillors J Bailie.

29. DECLARATIONS OF INTEREST

Councillor Johnstone declared a personal interest in The Cambridge Southern Fringe Update report as a Non Executive Director of Addenbrooke's Hospital.

30. MINUTES OF THE MEETING HELD ON 28th January 2004

The Minutes were agreed as a correct record.

31. PLANNING FOR CROSS BOUNDARY DEVELOPMENT

As a result of the tightly drawn boundary between Cambridge City and South Cambridgeshire District, some urban extensions would cross the boundary or at least have implications on land use and the environment on both sides of it. In order to achieve the best quality development, this report identified the importance of developing a joint planning approach between the City and South Cambridgeshire District councils. Joint working was implicit in the creation of the Infrastructure Partnership and it was appropriate that Design Frameworks should be in place for all individual sites to be released from the Green Belt'.

In the case of development on the east of the City the importance of coordination was particularly strong, not only because of the extent of the development, but also because of the need for a consistent approach to timing the release of land from the Green Belt and the continued designation as Green Belt of a green corridor.

Both local planning authorities would need to co-ordinate planning and delivery with the County Council as highway authority and as a major service provider. Other key stakeholders also need to be included in the planning process.

The report identified the five areas where some form of joint approach to planning was required as follows:

1. The Cambridge Northern Fringe East
2. Cambridge Airport, land north of Cherry Hinton and land north of Newmarket Road
3. The Cambridge Southern Fringe
4. Between Madingley Road and Huntingdon Road
5. Between Huntingdon Road and Histon Road

The report set out the main issues that needed to be considered when deciding the best approach to Joint Planning. The way ahead was complicated by the different nature of the areas involved, the uncertainties introduced by transitional planning arrangements, the lack of a single local authority decision making body and the various timescales operating. It was contended that the best way of reconciling these demands and avoiding delay would be to adopt a flexible approach, combining Supplementary Planning Documents and Area Action Plans.

The options for effective cross boundary planning included:

- (a) Both authorities preparing and adopting Local Development Documents under the new planning system. Joint planning could then be achieved through:
 - (i) a Supplementary Planning Document (SPD), which would provide non-statutory policy guidance to supplement Development Plan Documents or the saved Local Plan and was not subject to independent examination; and/or
 - (ii) an Area Action Plan (AAP) to provide a statutory planning framework for an area of change and will be subject to independent examination.

It was recognised that Cambridge City, South Cambridgeshire District and the County Council had enjoyed increasingly good working relations on planning matters in recent years. Every effort needed to be made to ensure that this continued between both members and officers in the future, whatever legal form the joint planning documents took and it was recognised that working with the Infrastructure Partnership would reinforce this. Virtual and real joint planning teams would be required; and these would need member steering arrangements. Where a formal joint Area Action Plan was required, consideration would need to be given to forming a joint member decision-making body drawn from the two district councils.

Comments/replies to questions by Forum Members

- Mike Mason expressed a note of caution with respect to joint working citing the problems surrounding the siting of the Heritage Centre development. In response it was explained that the proposal to now not site the Heritage

Centre on the Arbury Camps was on the basis of affordability as no bidders had been being prepared to come forward within the cost requirements of the PFI on this particular site. South Cambridgeshire officers indicated that the original plans produced for the area had not included provision for a heritage site and as a result, the only possible provision had been to make provision on an open area of land. This required further joined up working between the Councils.

- In addition to the above, there was a discussion regarding the uncertainties regarding the requirement for a new primary school. Officers reported that no final decision had yet been made regarding the school but that the issues were around the County Council's school planning policy not being synchronised with land use planning policy. It was important that lessons were learnt from the issues involved and this was also an area that required joint working between the County Council and the districts.
- Views were expressed that the Primary School issue should be clarified via a press release. It was indicated that both the Primary School and the Heritage Centre, would be the subject of press releases, once final decisions had been made by the County Council.
- The Forum supported the proposal for a member group for East Cambridge.
- One Councillor wished to clarify that joint working would not affect the respective district development control functions which would remain with each district council. Cambridge City officers requested that Members seriously consider exploring the possibility of a joint development control team for East Cambridge. It was acknowledged by the chairman that such an arrangement might well be needed, but no decision would be required in the near future.
- There was support for the proposal for a local Member Reference Group for East Cambridge as a real issue was the need to keep local members informed. The chairman acknowledged that it was very important to involve local members, but, due to the strategic scale of the development in this location, decisions would have to be made by the appropriate lead policy Members through the usual processes of each council, having taken into account the views expressed by local members.
- The need for the Infrastructure Partnership Board to be involved at an early stage was highlighted. It was requested that they should be invited to attend the next meeting so that the Forum could be briefed on their plans and they could benefit from local member views.

It was agreed to support

- (a) the preparation of a joint Area Action Plan for East Cambridge, in order to achieve the early release of land north of Newmarket Road while ensuring that this was planned in the wider context of development on the Airfield; that would lead ultimately to a joint public examination of the Area Action Plan;
- (b) the preparation and adoption/endorsement of coordinated, but formally independent, policy frameworks in the other areas, in order to allow progress to different timescales and reflect the likelihood of different planning issues in each area;
- (c) the formation of member Steering Groups for each area at the appropriate time;
- (d) the creation of formal decision making processes for East Cambridge; and
- (e) to invite representatives from the Infrastructure Partnership to attend to discuss issues.

32. CAMBRIDGE SOUTHERN FRINGE (CSF) UPDATE REPORT

This report set out progress and current issues. Good progress was being made with the planning proposals for the Southern Fringe. There was scope for reaching further agreements with developers and landowners, but some differences remained to be tested through the formal planning processes. Gaining agreement for the line for the Southern Access Road was identified as the most pressing current issue.

The Cambridge Local Plan

It was noted that all the representations on Southern Fringe issues made during the First Deposit of the Cambridge Local Plan had now been considered and responses agreed. The Area Action Plan included in the First Draft Plan had been replaced by general policies on major areas of change and a specific policy on the Southern Fringe incorporating the results of work by the CSF Project Group and the JSF Reference Group and was reported to the City Council's Environment Scrutiny Committee on 27th April 2004 before adoption as the Council's formal position. The policy and supporting text was set out in Appendix 1 to the officers' report.

South Cambridgeshire Local Development Framework

South Cambridgeshire District Council had started work on its Local Development Framework. Outcomes from this that affected the Southern Fringe would be the subject of reports to future meetings.

The Supplementary Planning Document

The Southern Fringe Project Group had continued to work on the Southern Fringe Supplementary Planning Document. The most up to date text was attached as Appendix 2 to the officers' report.

It was noted that differences of opinion between the local authorities and landowners and developers remained and were unlikely to be resolved outside the formal planning processes. However, there were considerable areas of agreement and some areas of debate covered matters of detail, which might be resolved. The biggest outstanding issue was to agree the line of the Southern Access Road.

The Southern Access Road

It was reported that the Joint Southern Fringe (JSF) Reference Group meeting on the 3rd March 2004 had reached a consensus on part of the preferred line of the access road between Hauxton Road and Shelford Road. The alignment between Shelford Road and Addenbrooke's had, however, proved more contentious, with various advantages and disadvantages being identified for the northerly and southerly routes. It was reported that if the road and early stages of the development were to be delivered by 2007-08 a preferred option now needed to be agreed urgently. A map was tabled at the meeting showing the route of the agreed portion.

The debate about the route of the road had polarised into arguments about:

- the undesirability of an unattractive perimeter road (see Cherry Hinton and King's Hedge's Road) (counter argument – it is perfectly possible to design an attractive road); and
- the undesirability of taking all the traffic through the proposed residential development (counter argument – the road could take on the character of an active and attractive high street).

Officers recommended that a consensus could be reached through a desk-top exercise based largely on existing information using existing staff. The steps suggested were:

1. Agreeing objectives for the development of the Southern Fringe against which the alternatives can be tested. (The Local Plan and Supplementary Planning Document being the basis for this)
2. Agreeing clear objectives for the road:
 - a local distributor or a sub-regional access to Addenbrooke's or a combination of the two?
 - does it provide the 'gateway' to Addenbrooke's and was this appropriate?
 - the relationship with the Guided Bus route
3. Agree transport/highway factors to be taken into account as detailed in the officers' report
4. Agree planning/environmental factors to be taken into account including:
 - impact on the wider setting of the City
 - impact on the edge qualities of the built-up area
 - impact on features of acknowledged interests, e.g. Hobson's Brook, Nine Wells
 - impact on the environment of the Clay Farm/Showground residential development, e.g. noise, severance
 - the qualities and characteristics of a successful edge road
 - the qualities and characteristics of a successful urban road
 - the ability of the road to contribute to a legible identity for the area

Officers were considering how best to do this work with the aim of completion and Member endorsement by the end of May. South Cambridgeshire highlighted their concerns in respect of the treatment of the countryside joining the proposed routes and that with regard to the Monsanto site, the work had not yet developed enough to consider what changes, if any should be made to the footprint.

Forum Comments/answers received

- There were concerns raised regarding the planning and environmental impact of two crossings of the railway (by the Guided Bus and proposed southern access road) and whether more attention should be given to realigning the road so that only one crossing was necessary. It was apparent from the ongoing discussion that there was confusion on whether two crossings had now been agreed. Officers confirmed that the issue of the number of crossings had not yet been resolved.
- Concerns were raised that the Southern Link Road could become a Southern Relief Road. There were suggestions that the road should be sited further south to avoid the local community. In response officers reported that the road would still cut through part of the residential community even if it were sited further south. There also environmental impact considerations to such a proposal, which would require very sensitive landscaping to blend into the country side. A full visualisation plan of the proposed road would not be realistic for present timescales.
- A Member reminded officers of the need to ensure appropriate local consultation on the proposed route.

- It was acknowledged that the likely housing numbers that could be accommodated in the Southern Fringe exceeded that originally planned due to the inclusion of the Monsanto site. Officers accepted that this site was a one off windfall.
- There was some concern expressed regarding the use of the Green Finger open space meeting part of the formal open space allocation required by the proposed housing development.
- An officer from Cambridgeshire County Council confirmed that the issues regarding sites for waste management facilities and their treatment in Local Plan/LDF had not yet been resolved.
- In response to a question on the deadline for making a decision on the access road and the implications for the Growth Area Delivery Grant (GADG) infrastructure funding, it was reported that a decision needed to be made in the next few weeks as the GADG funding was for three years and it was now at the half way stage. The decision would need to be considered at the Reference Group on 21st May.
- It was noted that there appeared to be little controversy regarding the link road from Hauxton Road to Shelford Road and that this should then be progressed with the GADG funding. Officers reminded the meeting the GADG monies was to fund the whole of the Southern Access Road.
- There was a view expressed that a rail station at Addenbrooke's should still remain in the Cambridge Local Plan. The Chairman stressed that this was no longer an option as the final decision to exclude a station at Addenbrookes from the Local Plan had now been made by the Cambridge City portfolio holder, because of the lack of support from the County Council and the railway industry; the overwhelming technical problems; the need to avoid development blight; and also because of the perceived devastation this would cause to the Green Belt, bearing in mind the other proposals for the access road and guided bus route.

AGREED

- A) Officers work to the deadline of a clear preference being expressed at the 21st May Reference Group meeting regarding the route of the Southern Access Road.
- B) As there was little controversy to the Hauxton Road to Shelford Road link where practicable this should be progressed first.

33. NORTHERN FRINGE – DRAFT FOR EAST OF MILTON ROAD

An oral update was provided regarding the important issues.

The Framework Study commissioned from consultants Llewelyn Davies had been put on hold until further work to establish the improvements needed to Milton Road for access to the site had been completed, in order to enable the first phase of development with Chesterton Sidings to go ahead. Modelling was expected to be completed towards the middle of June with consultants WS. Atkins looking at the possibility of a westbound slip road joining the Milton Road and the A14.

There was to be a meeting between the Infrastructure Partnership and Network Rail on 10th May to look in more detail at the proposed station and it was expected that by mid June work would have progressed to enable consultation to begin. A report would be submitted to the relevant July City Committee.

There was concern regarding the slippage of the proposed station site at Chesterton Sidings to 2009/10 and the Forum wished to receive assurances that there would no further slippage. Part of the uncertainty had originally been Network Rail delaying progress due to the lack of certainty of the position of the final site. As a final site had now been agreed the Forum asked for assurances that Network Rail were progressing the scheme. Members requested that the County Council should work with Network Rail to move the scheme forward and to bring the station was forward in Phase 1 of the development. It was requested that there should be a report back to the Forum's next meeting.

Funds had been allocated from the growth Area Delivery Grant to enable a study of relocation issues for the Anglian Water Cambridge Sewage Treatment Works upon which a second phase of development was dependent. Work was now proceeding on finalising the brief for this study and engaging consultants. It was reported that Sir David Trippier the Chairman of the Infrastructure Partnership would be meeting with the Chairman of Anglian Water to help progress issues with a target of progress by the end of the year. It was noted that this initial study was only looking at the cost of relocation rather than identifying a specific alternative site. South Cambridgeshire were asking Anglian Water to consider pumping sewage to a site beyond Waterbeach. A great deal more information was required on technical feasibility of re-siting the works.

It was hoped that the various strands of work on the Northern Fringe East would be sufficiently far advanced to allow public consultation in June-July 2004.

AGREED

1) To note that a full report on the Northern Fringe would be provided to the next meeting and that further to the issues raised this would provide an update regarding the Chesterton Sidings station proposals.

34. NORTHSTOWE PLANNING UPDATE

Following an update at the last Forum meeting, Members had requested to see the project plan and for local members to be kept informed of progress.

Subject to enactment of the Planning & Compulsory Purchase Bill by July 2004, the timetable for producing and adopting the new style Local Development Framework and its component Area Action Area Plans was set out as out in the officers report.

It was reported that since the last Joint Strategic Forum Meeting the District Council had held three meetings of the Northstowe Member Steering Group whose purpose was to oversee the planning and implementation of the development at Northstowe. The report detailed the briefs for the three meetings.

The 23rd March Steering Group had received a report evaluating 10 options for the site of Northstowe, based on the options report produced from a Stakeholder Workshop held in November 2003. It was noted that the Steering Group had accepted the following recommendation:

“Subject to the comments yet to be received from the Statutory Bodies that have been invited to make initial comment on the issues to be addresses in the forthcoming Area Action Plan, that:

- i. A preferred site for a new town of a minimum of 8,000 dwellings (which would allow for the possibility of slightly increased densities in the future if appropriate) and associated services and facilities (including land needed to provide 'green separation; to protect village character) be supported on the land bounded by Longstanton and Oakington villages and the St Ives railway line and the roads that connect them.
- ii. The option of extending the site to 10,000 dwellings be explored with the public by extending the site identified at (1) by crossing the B1050 to the north of Longstanton and west of Station Road to provide an additional neighbourhood provided that the B1050 is re-aligned to bypass the proposed new neighbourhood.
- iii. That an option that spans the St Ives railway line is not a preferred option but that it be put before the public as not preferred in order that the public can have the opportunity to comment on the evaluation that has been undertaken

The next meeting of the Member Steering Group was to receive the first in a series of reports on potential options for the development of the preferred site in preparation for the Preferred Options Public Participation to be held in September and October 2004. It was noted that the timetable for producing the Area Action Plan for Northstowe remained very demanding and relied upon the proposed new system of plan-making to deliver a plan capable of being adopted early in 2006. With the selection of a preferred site, it was now possible to build on the survey and analysis to develop the plans and policies for the development of the land bounded by the disused St Ives railway line and the villages of Longstanton and Oakington.

Members' attention was drawn to the public consultation currently being undertaken by Gallagher Estates in preparation for them submitting a planning application later in the year in advance of the District Council's public participation for preparing the Area Action Plan for Northstowe. Members of the Steering Group had been sufficiently concerned by this to result in a press release being issued seeking to clarify the situation. The Forum supported the view that every effort should now be made to ensure that the public did not become unduly confused by the actions of developers and the Council in developing the proposals for Northstowe.

One Member raised the issue of consulting with the residents of Cambourne as there were lessons to be learnt from their experiences. In response, it was reported that the officer team from Cambourne were involved in the project and Councillor Spink would also be representing the views of Cambourne residents. The errors made and the knowledge and expertise gained from both the Cambourne and Bar Hill developments would be utilised in the current taken into account.

The Forum noted the report.

35. AGENDA PLAN

The Forum noted the agenda plan with the additions that the Infrastructure Partnership should be invited to the next meeting and that the Northern Fringe Update report should also include the most up to date position on progress with Chesterton Sidings Station.

36. DATES AND VENUE OF FUTURE MEETINGS

Monday 10 am 19 th July	The Guildhall
Wednesday 2.30 pm 20 th October	The Guildhall
Wednesday 2.30 pm 15 th December	South Cambs Cambourne
Wednesday 2.30 pm 30 th March 2005	Shire Hall

SOUTH CAMBRIDGESHIRE ENVIRONMENT AND TRANSPORT AREA JOINT COMMITTEE (SPECIAL MEETING): MINUTES

Date 30th April 2004

Time 1430h – 1515h

Place South Cambridgeshire Hall, Hills Road, Cambridge

Present: County Councillors
T J Bear, J E Coston, P D Gooden, S F Johnstone
and J E Reynolds

District Councillors
D Bard (Chairman) and D S K Spink

CALC Councillors
M J Mason

Also present
County Councillor M Farrar

Apologies: District Councillor R Summerfield and CALC Councillor
G Everson

133. DECLARATIONS OF INTERESTS

None made.

134. PETITIONS

The Joint Committee received:

(a) Request for Safety Measures at Station Road, Longstanton and Willingham

A 76-signature petition, presented by Mrs Hicks on behalf of the petitioner Mrs E Kides, requesting safety measures at Station Road (B1050), Longstanton and Willingham. Councillor Johnstone, the Local Member for Willingham, indicated her support for the petition. She was aware that Longstanton Parish Council had recognised the need for road safety improvements in Station Road and queried why measures had not been considered as part of the A14 Village Traffic Calming Project scheme. It was noted that the Parish Council as part of its proposed scheme had not identified these measures.

In accordance with the County Council's petitions procedure, a full response to the points raised would be sent to the petitioner following further consideration and consultation. The Area Joint Committee would also receive an update at its next meeting.

135. A14 VILLAGE TRAFFIC CALMING PROJECT – PROGRESS REORT

The Joint Committee received a report giving progress made on developing and implementing traffic calming schemes in villages selected for the A14 Village Traffic Calming project. It also included the costs to date of the four schemes substantially completed in South Cambridgeshire.

Dry Drayton

The Parish Council and Local Members had received a copy of a safety audit, which had not identified any major safety concerns with the proposed scheme. Two objections had been received to the provision of the proposed raised junction at the Park Street/Park Street (School access road) junction. Cambridgeshire Constabulary had also objected to the draft orders for the reduction of speed limits in Dry Drayton and at Scotland Farm. Members were informed that the County Council was working to a new policy for the introduction of speed limits adopted in 2000 whilst the Constabulary was continuing to follow the Department of Transport's Circular Roads 1/93, which was likely to be superseded by new Draft Speed Limit Guidelines. It was noted that these measures would not prevent the Constabulary from using the route through Dry Drayton and Scotland Farm as an official diversionary route for the A14.

Speaking as a Local Member, Councillor Reynolds expressed his support for measures to reduce speed in the village. He reported that the A428 Inquiry had been informed of a likely 50% increase in traffic in Dry Drayton over the next ten years. He was particularly concerned about the damage to the highway from heavy vehicles, which had occurred recently in the village. He reported that both the Parish Council and the majority of residents believed the scheme should proceed unchanged.

Members queried whether officers had liaised with the Highways Agency regarding the dualling on the A428 at Caxton Gibbet. It was noted that the Council had discussed its scheme with the Agency, which would be completed before the commencement of the Agency works.

Elsworth

Three objections had been received to the provision of the proposed raised features published in October. A public notice for the additional replacement 'speed cushions' on Boxworth Road had been published in March and one objection had been received to the position of the cushions.

The Parish Council supported the provision of the speed cushions to the east of The Drift and those approximately 52 metres to the north-east of the junction with Dunnock Lane. However, it did not support, in conjunction with the local District Member, those proposed for 119 metres to the north-east of Dunnock Lane. Members were advised that these cushions were essential for the overall effectiveness of the scheme and no objections had been received from local residents. Therefore it was proposed that the Committee should approve the construction of all the raised features in Elsworth but with the proviso that the speed cushions 119 metres north-east of Dunnock Lane be omitted from the scheme initially if the Parish Council and Local Member maintained their objection. However, they could be installed without the need to report back to the Committee if speed proved to be a problem on this length of Boxworth Road.

Local Member Councillor Johnstone highlighted the importance of taking on board the views of the local community. She shared concerns about the proposal to install speed cushions 119 metres to the north-east of Dunnock Lane. Therefore she welcomed the proposal to only install these cushions initially if agreement was obtained from the Parish Council and Local Members. If this agreement could not be obtained the cushions could still be installed at a later date should speed continue to be a problem on this length of Boxworth Road. In this event, both the Parish Council and the local Members would be presented with the traffic speeds before and after installation of the initial scheme, in order that they might make an informed decision.

Members expressed concern about motorists parking on speed cushions. They asked officers to bear this in mind and to consider the possibility of using yellow lines. It was noted that this was unlikely to be a problem on Brockley Road, which was reasonably wide near its junction with Smith Street.

Girton

The Parish Council had agreed a draft scheme and an exhibition had been held recently. Local Member Councillor Reynolds acknowledged the work already undertaken with the Parish Council on the scheme. This included a 20 mph school-time advisory speed restriction outside the school and proposals for parking on the carriageway.

Histon and Impington

A second meeting had been held with representatives of both Parish Councils to discuss the draft proposals. Local Member Councillor Gooden welcomed the very detailed plans presented to the Parish Council and the agreement of a timetable to feedback.

Longstanton

The detailed design of the approved scheme was currently being prepared. A meeting would take place with the owners and developers of the Home Farm site regarding the dedication to the public of a strip of land along the B1040 High Street frontage of the site, which was essential to the scheme.

Madingley

Work had been largely completed on 26 March 2004 with only speed cushions to the south of the Village Hall still to be installed. Local Member Councillor Reynolds welcomed the completion of a 20 mph school-time advisory speed restriction adjacent to the school, which had also been welcomed by the local community.

Oakington

A draft scheme for the village would be discussed with the Parish Council on 10 May 2004. Members expressed concern about proposals from Gallaghers for two entrances/exits linking Northstowe to Oakington. The Structure Plan Inquiry had proposed no motorised vehicle link between the village and the new settlement with traffic instead using the main roads. Members were also concerned this could exacerbate 'rat running' on Park Lane, Histon. It was noted that Councillor Reynolds, as Lead Member for Strategic Planning, had written to the developers on behalf of the County Council. These views were also supported strongly by the District Council.

Over

Five objections had been received following a public notice for the proposed raised junctions and speed cushions on Station Road and Willingham Road. Local Member Councillor Johnstone expressed surprise at the five objections. She was concerned about speeding on Station Road, which was a downhill road into the village. The footway on the road was not very wide, which could be very intimidating for pedestrians. She explained that traffic diverted along Mill Road would still have to negotiate traffic calming.

Rampton

It was noted that works were programmed for June 2004.

Swavesey

A public exhibition had been held in March and the views expressed at the exhibition and in returned questionnaires discussed with the Parish Council. A further meeting would take place to agree the detail of the scheme.

Local Member Councillor Johnstone hoped the scheme could now move forward.

It was resolved unanimously to:

- i) note the progress made;
- ii) approve the construction of the traffic calming scheme in Elsworth;
- iii) approve the construction of the traffic calming scheme in Over;
- iv) determine the objections without holding a public inquiry;
- v) approve the construction of the raised junction in Dry Drayton;
- vi) approve the construction of the raised junctions and speed cushions in Elsworth and Over. The speed cushions 119 metres east of Duncock Lane, Elsworth, only to be provided as part of the initial scheme with the approval of the Parish Council and local District Member. If this was not forthcoming, these cushions should only be provided, if speed continued to be a problem on this length of Boxworth Road and their provision was approved by the Parish Council, local County and District Members and the two County and District Lead Members on the Area Joint Committee;
- vii) approve the implementation of the 30mph and 40mph speed limits in Dry Drayton and Scotland Farm respectively; and
- viii) inform the objectors accordingly.

136. SAFER ROUTES TO SCHOOL – GREAT AND LITTLE SHELFORD C OF E PRIMARY SCHOOL

The Joint Committee considered feedback and comments received in response to consultation on a proposed Safer Routes to School scheme that had been developed for Great and Little Shelford Primary School. The scheme comprised a zebra crossing on Church Street in Great Shelford and a pair of speed cushions on Church Street in Little Shelford.

The scheme had received a great deal of local support; however, a number of issues had been raised primarily in relation to the zebra crossing. There was concern that it would exacerbate parking problems for local residents. It was acknowledged that parking was limited and situated on a bend, which was not ideal for motorist visibility. Members were advised that the site of the crossing had been carefully selected to ensure adequate visibility. It was also noted that a bus stop would have to be moved to accommodate the crossing.

Speaking as a Local Member, Councillor Farrar, who was part of the working group set up to develop the project, welcomed the scheme. He acknowledged that parking was limited and recommended the provision of alternative parking spaces at the end of Woollards Lane. He was aware that Little Shelford Parish Council had asked if the speed cushions could be moved. However, he acknowledged that speed cushions were the only viable solution. He

advised Members that the Parish Council wanted to construct a bridge across the river and use Kingsmill Lane for access. He asked for this to be borne in mind as a long term measure and for officers to verify whether Kingsmill Lane was a public highway.

It was resolved unanimously to determine the objections received against the proposed Safer Routes to School scheme and approve the proposed scheme for implementation.

Chairman

COUNTY COUNCIL AGENDA FOR 25TH MAY 2004

The annual meeting of the County Council will be held at Shire Hall, Castle Hill, Cambridge on Tuesday 25th May 2004 at 10.30a.m.

	Apologies for Absence
1.	Election of Chairman of Council
2.	Election of Vice - Chairman of Council
3.	Minutes - 30th March 2004
4.	Chairman's Announcements
5	Report of the County Returning Officer
	To report the resignation of Councillor S Kime. The by-election for the resulting vacancy in the Fulbourn Electoral Division will be held on 10th June 2004.
6.	Declarations of Interests
7.	Election of Leader of Council
	To elect the Leader of Council for the Municipal Year 2004/05
8.	Opposition Group Leaders
	To note the appointment of Group Leaders by the Liberal Democrat and Labour Groups.
9.	Approval of Cabinet arrangements
	To approve the: · number of Cabinet members · process for appointment of Cabinet members (a) by Council or (b) by Leader of Council · appointment of Cabinet members (if relevant) · designation of portfolios
10.	Council Constitution
11.	Appointments to Committees and Outside Organisations
12.	Approval of Calendar of County Council Meetings
	To approve the following calendar of meetings: · 27th July 2004 · 19th October 2004 · 15th December 2004 · 15th February 2005 · 22nd February 2005 (Reserve date) · 29th March 2005 · 17th May 2005
13.	Reports of the Cabinet
	(a) Report of the Cabinet meeting on 27th April 2004
	<i>The report contains the following item for determination by Council: Community Strategies</i>
	(b) Report of the Cabinet meeting on 18th May 2004
	<i>The report is expected to contain the following item for determination by Council: Best Value Performance Plan 2004/05 An updated draft of the Plan for approval by the Council will be circulated on Wednesday 19th May. An earlier draft is available in the reports to the Cabinet meeting on 18th May 2004 - see end of agenda for details.</i>

14.	Annual Reports of the Council's Scrutiny Committees 2003/04
	(a) Education, Libraries and Heritage Scrutiny Committee (b) Environment and Transport Scrutiny Committee (c) Health and Social Care Scrutiny Committee (d) Policy Scrutiny and Audit Committee
15.	Written Questions under Council Procedure Rule 9.
	<i>Replies to written questions will be placed around the Council Chamber prior to the meeting.</i>
16.	Oral Questions under Council Procedure Rule 9
	<i>Oral Question Time will be conducted in accordance with the guidelines set out in Annex A to the Council Procedure Rules (Pages 89a and 89b of the Constitution)</i>
17.	Motions under Council Procedure Rule 10.
	<i>No motions were received</i>