Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

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MELBOURN PARISH COUNCIL

(District of South Cambridgeshire)

A meeting of this Council was held on Wednesday 30 September 2026 at 7.30pm at the Melbourn Community Hub, 30 High Street, Melbourn, Cambridgeshire SG8 6DZ

Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council website or on request to the Clerk.

Present: Cllrs Alexander, Barnes, Clark (Chair), Coulman, Cowley, Davey, Hart, Kilmurray, McMahon
Absent: Cllr Kanagarathnam
In attendance: Abi Williams (Clerk), Shelley Coulman (RFO), County Cllr Bostanci, Jose Hales & Jeannie Seers (Melbourn Community Hub Management Group)

PARISH COUNCIL MEETING: MINUTES

Meeting started 19:30

PC079/2627 To receive and approve apologies for absence

It was RESOLVED to accept apologies of absence from Cllrs Campbell, Kyprianou, Laight and Wilson.
Proposed by Cllr Davey, seconded by Cllr Alexander. All in favour.

PC080/2627 To receive any Declarations of Interest and Dispensations

Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.

a) To receive declarations of interest from councillors on items on the agenda
b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
c) To grant any requests for dispensation as appropriate

Declarations of interest were received from Cllr Kilmurray for items PC084/2627a-c) and PC086/2627h). Dispensation was granted to remain for discussion but not vote.

PC081/2627 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item). Written responses to questions raised will be made by the Parish Office within 14 days of the date of this meeting.

No members of the public present.

PC082/2627 To report back and approve the minutes of the Parish Council meeting held on 29 July 2026.

It was RESOLVED to approve the minutes of the Parish Council meeting held on 29 July 2026 as an accurate record.
Proposed by Cllr Kilmurray, seconded by Cllr Coulman. All in favour.

PC083/2627 Chair's Announcements

It is with great sadness that Melbourn Parish Council records the passing of former Parish Councillor John Travis.
On behalf of the Council, we extend our sincere condolences to John's family and friends at this sad time.
We are deeply grateful for the enormous contribution John made to the community through his years of service as a Parish Councillor and as a Director of the Community Hub Management Group. His commitment, dedication and support for village life have left a lasting legacy. He will be remembered with appreciation, respect and great fondness by all who had the privilege of working with him.
On a personal note I will his support and guidance which has been invaluable over the years.
The Council is considering an appropriate way to commemorate John's contribution to the village. Councillors and residents who would like to suggest ideas for a memorial are invited to share them with the Parish Office.

Signed…….. Date…….

PC084/2627 Community Hub

a) To receive an update from Melbourn Community Hub Management Group.

Jeannie Seers and Jose Hales presented a report from Melbourn Community Hub Management Group. It was noted that Turn on to Christmas would be held on 28 November 2026, a reminder of the open offer for Cllrs to visit the hub and find out more about what they are doing was given. It was noted that the next management meeting would be held on 10 November. *A full copy of the report can be found in the supporting documents for this meeting.*

b) To consider a request to apply for planning consent to install air conditioning units in the atrium.

It was requested that the Parish Council approve in principle a planning application for works to install air conditioning in the atrium. If planning approval is granted full quotes, including predicted ongoing service and maintenance costs, will be considered by Full Council.
Proposed by Cllr Davey, seconded by Cllr Barnes.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Cowley, Davey, Hart, McMahon
Against:
Abstain: Cllr Kilmurray

c) To receive updates and consider actions.

It was noted that a date is being arranged for previously approved electrical works.

PC085/2627 To receive reports from the District and County Cllrs for Melbourn

A verbal and written report was received from County Cllr Bostanci and District Cllr Hart. Highlight was made of changes to bus routes, updates on proposed quiet Lane and the Superloop project. District Cllr Hales shared concerns over the change in National Planning Policy Framework that no longer allows District or County Councillors to request planning applications be submitted to the Planning Committee. Planning consultation for the Parish should continue to focus on material considerations.

Jose Hales & Jeannie Seers left the meeting 20:07

PC086/2627 Finance Matters

a) To receive and consider the finance reports for July and August 2026.

Finance report received. RFO provided an update on reporting changes.

b) To consider retrospective approval of CHRGS Ltd invoice for £2,711.30 for work to provide evidence-based report on review of Council assets as approved under PC195/2526a).
It was RESOLVED to retrospectively approve the CHRGS Ltd invoice for £2,711.30 +VAT.
Proposed by Cllr Hart, seconded by Cllr Barnes. All in favour.

c) To consider retrospective approval of invoice from Harts books for £136.68 to be taken from library s106.
It was RESOLVED to retrospectively approve the invoice from Harts books for £136.68.
Proposed by Cllr Barnes, seconded by Cllr Davey. All in favour.

d) To consider approving retrospective approvals for August 2026.

It was RESOLVED to retrospectively approve the approvals list for August 2026.
Proposed by Cllr Kilmurray, seconded by Cllr Barnes. All in favour.

e) To consider approving renewal of parish insurance policy at a cost of £11,751.50 (2025 £13,562.65).
It was RESOLVED to approve the renewal of the parish insurance policy at a cost of £11,751.50.
Proposed by Cllr Hart, seconded by Cllr McMahon.

f) To consider approval of interim bill from HCR Legal for works in relation to Scouts lease at a cost of £778.00+VAT.
It was RESOLVED to approve the interim bill from HCR Legal for £778.00+VAT.
Proposed by Cllr Kilmurray, seconded by Cllr Davey.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Davey, Hart, Kilmurray, McMahon
Against:
Abstain: Cllr Cowley

g) To consider approval of invoice from Harts books for £127.91 to be taken from library s106.

It was RESOLVED to approve the invoice from Harts books for £127.91.
Proposed by Cllr Kilmurray, seconded by Cllr Barnes. All in favour.

Signed…….. Date…….

h) To consider approval of invoice from Melbourn Community Hub for part year lease of Dickens Room at a cost of £3,906.25 as agreed under PC220/2526c).
It was RESOLVED to approve the invoice for lease of the Dickens Room at a part year cost of £3,906.25.
Proposed by Cllr Davey, seconded by Cllr Barnes.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Cowley, Davey, Hart, McMahon
Against:
Abstain: Cllr Kilmurray

i) To consider approving approvals list for September 2026.

It was RESOLVED to approve the approvals list for September 2026.
Proposed by Cllr Kilmurray, seconded by Cllr Barnes. All in favour.

j) To request any projects for consideration under the precept 2027/28 to be sent to the office for review.
Items for review by Finance & Good Governance to be sent to the Parish office.

k) To receive any updates and consider actions.

None received.

PC087/2627 Bank reconciliations

a) To note bank reconciliation for July and August 2026.

It was noted that the bank reconciliations for July and August 2026 were completed.

PC088/2627 Antisocial Behaviour in the Village

a) To receive the latest damage, violence and antisocial behaviour report.

Damage, vandalism and antisocial behaviour (ASB) report noted. Thanks were passed to the South Cambridgeshire District Council Housing Enforcement team that carried out a patrol to address some of the recent concerns.
ACTION: a request to investigate dog fouling signage for the college field and new rec was noted this will be reviewed by the Maintenance Committee.

PC089/2627 Correspondence

a) To receive request to Rights of Way Improvement Plan survey from Cambridgeshire County Council and consider response.
It was RESOLVED to allow the Clerk to submit the response as suggested including the desire to investigate turning the one track right of ways into circular routes.
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.

b) To receive the Draft Interim Greater Transport Strategy report from Cambridgeshire & Peterborough Combined Authority.
Report received.

c) To receive update on School Streets scheme and consider actions.

It was noted that Cllrs Clark and Campbell had met with the School Streets scheme and addressed concerns with the overlap of the scheme and the LHI application that is currently waiting for design and consultation. Consultation will continue for the School Street with the Active Travel team and the LHI team working together on any responses. It was noted that objection to both schemes have been raised by residents.

d) To consider a resident request to support the introduction of a 7.5 tonne weight restriction and whether to refer the matter to Cambridgeshire County Council for investigation.
Request was discussed. Council decided not to support the request as it was felt 7.5tonne restrictions were too low to accommodate businesses within the village. County Cllr Bostanci to continue chasing the installation of the required 17.5 tonne restriction signage.
ACTION: Note to County Cllr Bostanci to address A2B buses using Beechwood as a cut through to parking on London Way.

e) To note concerns raised and current actions regarding unsafe pavements at Station Road, Orchard Gate and Back Lane.
Concerns noted. Residents encouraged to continue reporting via the Highways Reporting Tool and via the Parish Office.

f) To consider request to install poppies on the village sign (25 Oct – 15 Nov) as previously.

Signed…….. Date…….

It was RESOLVED to approve the request to install poppies on the village sign – comment passed about how impressive the display is every year.
Proposed by Cllr Kilmurray, seconded by Cllr McMahon. All in favour.

g) To consider allowing Fete Committee to charge for parking at Melbourn Fete 2027.

No resolution made. ACTION: Fete Committee to be invited to present their thoughts to Council for consideration at a future meeting.

h) To consider any action regarding Gold Arthur trading from the High Street car park.

It was RESOLVED to send a cease-and-desist letter to request Gold Arthur no longer trades from the car park.
Proposed by Cllr Cowley, seconded by Cllr Alexander. All in favour.

i) To note multiple requests and consider actions for double yellow lining around junctions.

It was RESOLVED to assess the village for areas that could require yellow lining through road inspection and approach Highways for advice over an LHI application or works that are required by law.
Proposed by Cllr Hart, seconded by Cllr Barnes. All in favour.

j) To receive any updates and consider actions.

ACTION: investigate appropriate action for removing advertising boards from A10.

PC090/2627 Governance

a) To receive the external auditors report and completed Annual Governance and Accountability Report 2025/26.
The external auditors report and AGAR were received by Council. It was noted that actions have been put in place to ensure the budget is approved within a prior agenda item to the precept.

b) To note 'Notice of conclusion of audit' was published on 25 September 2026 for a period of no shorter than 14 days on the noticeboards and online.
The 'Notice of conclusion of audit' was noted.

c) To note formal appointment of Parish Council representative for Triggs Charity as Helen Oliver.

The appointment of Helen Oliver as a Parish Council representative for Triggs Charity was noted.

d) To receive any updates and consider actions.

None received.

PC091/2627 Planning Matters

a) To receive intends notice for Temporary Traffic Regulation Order (TTRO) on Cambridge Road.

Intends notice was noted.

b) To receive intends notice for Temporary Traffic Regulation Order (TTRO) covering Chapmans Close, Portway, The Lawns, Lawn Close, The Moor, Water Lane.
Intends notice was noted.

c) To receive correspondence about Fowlmere and Melbourn Active Travel Survey and consider any actions.
Correspondence was noted.

d) To note confirmation of acceptance of commuted sum for Hopkins Homes maintenance and consider any actions arising from inspection held on 29 September 2026 and to note instruction of engagement with HCR Legal.
Inspection of area carried out with a report for remedial works provided to Hopkins Homes for review and action.

e) To note correspondence with planning compliance with regard to parking issues on The Moor.

It was noted that no planning conditions are being breached. It was decided to send a letter of request to the business to ask them to be considerate to other road users in the area.

f) To receive update and consider actions on lease for Scout storage unit on Old Rec.

Update of lease progression and works to date provided. HCR Legal to progress with lease drafting and apply for Fields in Trust approval once draft is agreed.

g) To receive updates and consider actions.

Signed…….. Date…….

It was noted that the planning application and Local Development Order consultations for the Superloop project would begin soon.

PC092/2627 Community Coordinator Reports

a) To receive reports covering August/September.

Report received with thanks.

b) To note any Timebank expenses.

Timebanking expenses of £43.85 were noted.

c) To receive any updates and consider actions.

None received.

PC093/2627 To receive an update from the Maintenance Committee

a) To consider a proposal to request local neighbouring Parish, District and County support for a screening of National Emergency Briefing film https://www.nebriefing.org/the-film .
It was RESOLVED to proceed with a project to host a joint National Emergency Briefing event with Whaddon and Fowlmere Parish Councils – other local Council should be approached to join.
Proposed by Cllr Kilmurray, seconded by Cllr Davey.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Davey, Hart, Kilmurray, McMahon
Against: Clllr Cowley
Abstain:

b) To consider costs for clearing two plots at St Georges Allotments.

It was RESOLVED to approve costs of £1,080 to clear two plots at St Georges Allotments. ACTION: Suggestion to be made to Allotment Association through Maintenance Committee to collect a subsidy from all plot holders to help with such costs going forward.
Proposed by Cllr Hart, seconded by Cllr Davey.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Davey, Hart, Kilmurray, McMahon
Against: Cllr Cowley
Abstain:

c) To receive any updates and consider actions.

None received.

PC094/2627 To receive an update from the MAYD Joint Committee

a) To receive update and DRAFTS minutes from August MAYD Committee meeting.

Minutes noted.

b) To note Fowlmere Parish Council notice of intent to join MAYD.

Fowlmere Parish Council membership intent noted.

c) To receive any updates and consider actions.

It was noted that the terms of reference for the committee would be reviewed to ensure other member involvement was covered.

PC095/2627 To receive an update from the Futures Working Party

Continued work on providing play equipment / planting on green spaces.

County Cllr Bostanci left the meeting 21:39

PC096/2627 To receive an update from the HR Panel

a) **Motion to exclude Public and Press: Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda items – PC096/2627 b-c)**
It was RESOLVED to carry the motion to exclude Public and Press as stated above.
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.

b) To consider accepting National Joint Council for Local Government Services pay agreement increases for 2026/27 as stated in 10.1 of the contracts of employment.

Signed…….. Date…….

It was RESOLVED to accept the National Joint Council for Local Government Services pay agreement increases for 2026/27.
Proposed by Cllr Clark, seconded by Cllr Kilmurray. All in favour.

c) To consider moving Wardens SCP due to SCP removal from National Joint Council for Local Government Services pay scales.

It was RESOLVED to move Wardens SCP due to SCP removal from National Joint Council for Local Government Services pay scales.
Proposed by Cllr Davey, seconded by Cllr McMahon. All in favour.

d) **Motion to reopen meeting to public and press.**

It was RESOLVED to reopen the meeting to the Public and Press.
Proposed by Cllr Kilmurray, seconded by Cllr Alexander. All in favour.

e) To note Clerk and Deputy Clerk annual reviews completed and consider any actions.

It was noted that reviews had been completed.
It was noted that a suitable answer phone message would be used to field calls and encourage messages.
It was RESOLVED that the Clerks paid hours should be increased from 35 to 37.5 a week to reflect increased workload.
Proposed by Cllr Clark, seconded by Cllr Kilmurray. All in favour.

f) To consider approving the appointment of part-time Community Coordinator.

Interviews were carried out on 22 September 2026 by Cllr Hart, Barnes and Kyprianou along with Community Coordinator Stephanie Trayhurn and the Clerk.
It was RESOLVED to offer a role as part-time Community Coordinator covering 10 hours per week and covering 5 hours Community Coordinator for Youth. An offer letter will be sent to the successful candidate.
Proposed by Cllr Kilmurray, seconded by Cllr Davey. All in favour.

g) To consider approving the appointment of part-time Community Coordinator for Youth.

Interviews were carried out on 22 September 2026 by Cllr Hart, Barnes and Kyprianou along with Community Coordinator Stephanie Trayhurn and the Clerk.
It was RESOLVED to offer a role as part-time Community Coordinator for Youth covering 20 hours per week. An offer letter will be sent to the successful candidate.
Proposed by Cllr Coulman, seconded by Cllr Kilmurray. All in favour.

h) To receive any updates and consider actions.

None received.

PC097/2627 Policies

a) To consider approving update to Document 4.23 Melbourn Parish Council Estate Safety Inspections as recommended by the Maintenance Committee (MA105/2526a).

It was RESOLVED to approve update to Document 4.23 Melbourn Parish Council Estate Safety Inspections.
Proposed by Cllr Davey, seconded by Cllr Kilmurray. All in favour.

PC098/2627 To note the dates of the upcoming meetings as:

a) Planning Committee Meeting, **Wednesday 14 October 2026** at 7.30pm.

b) Maintenance Committee Meeting, **Wednesday 21 October 2026** at 7.30pm.

c) Full Council Meeting, **Wednesday 28 October 2026** at 7.30pm.

Dates of upcoming meetings were noted as above.

Meeting closed 21:57

Signed…….. Date…….

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MELBOURN PARISH COUNCIL

(District of South Cambridgeshire)

A meeting of this Council was held on Wednesday 29 July 2026 at 7.30pm at the Melbourn Community Hub, 30 High Street, Melbourn, Cambridgeshire SG8 6DZ

Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council website or on request to the Clerk.

Present: Cllrs Alexander, Barnes, Clark (Chair), Coulman, Cowley, Davey, Kilmurray, Kyprianou, Laight, McMahon (co-opted at 20:18), Wilson

Absent:

In attendance: Abi Williams (Clerk), Lucy Capper (Assistant), Daniel Hill, Aidan van de Weyer, Emma Drake (Melbourn Superloop), Johnathon Hall and Matt Craggs (online – Melbourn Superloop), County Cllr Bostanci, two members of the public

PARISH COUNCIL MEETING: MINUTES

Meeting started 19:31

PC056/2627 To receive and approve apologies for absence

It was RESOLVED to accept apologies of absence from Cllrs Hart and Kanagarathnam. Proposed by Cllr Barnes, seconded by Cllr Wilson. All in favour.

PC057/2627 To receive an update from Melbourn Energy Superloop (max 15 minutes)
https://melbourn.energysuperloop.co.uk/
Presentation given by Melbourn Superloop in person and online. Cllrs were given the opportunity to ask questions. Confirmation of next public consultation event as 15 August 2026 between 10am to 4pm at the United Reformed Church.

19:59 Daniel Hill, Aidan van de Weyer, Emma Drake left the meeting

PC058/2627 To receive and consider application for co-option.

Chair altered the order of the meeting to address members of the public.

PC059/2627 To receive any Declarations of Interest and Dispensations
Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.
a) To receive declarations of interest from councillors on items on the agenda
b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
c) To grant any requests for dispensation as appropriate
Declarations of interest were received from Cllr Kilmurray for items PC063/2627c) and PC069/2627a-c). Dispensation was granted to remain for discussion but not vote.

PC060/2627 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item). Written responses to questions raised will be made by the Parish Office within 14 days of the date of this meeting.
Two members of the public in attendance.
Raised concern around the Fowlmere & Melbourn active travel survey as reported under PC068/2627b. Concerns over what a 'quiet lane' means, who initiated the request, the quality of the survey and the validity of the questions. ACTION: Office to feedback to Active Travel Officer and publish survey results when public to raise awareness.

20:13 Two members of the public left the meeting

PC058/2627 To receive and consider application for co-option.

Application for co-option was considered from Tom McMahon. Cllrs were given the opportunity to seek further information from Mr McMahon on his reasons for standing for co-option. Mr McMahon left the room and the Cllrs indicated by ballot sheet unanimous support to co-opt Mr McMahon.

Signed…… Date……

20:15 Mr McMahon left the meeting to allow Council to vote on co-option.

20:18 New Cllr McMahon joined the meeting.

PC061/2627 To report back and approve the minutes of the Parish Council meeting held on 24 June 2026.

It was RESOLVED to approve the minutes of the Parish Council meeting held on 24 June 2026, noting correction of date, as an accurate record.
Proposed by Cllr Kilmurray, seconded by Cllr Alexander.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Cowley, Davey, Kilmurray, Kyprianou, Laight, Wilson
Against:
Abstain: Cllr McMahon

PC062/2627 To receive reports from the District and County Cllrs for Melbourn

A verbal and written report was received from County Cllr Bostanci. Highlight was made of changes to the bus routes, focus on the local plan and raising awareness of the Mobile Wardens schemes in the area. ACTION: Add Melbourn Greenway update to the next agenda.
A full copy of the report can be found in the supporting documents for this meeting.

PC063/2627 Finance Matters

a) To receive and consider the finance reports for June 2026.

Financial report for June received.

b) To consider approval of invoices for £99.08 and £19.18 from Harts Books to be taken from library s106.
It was RESOLVED to approve the payment of invoices for £99.08 and £19.18 from Harts Books.
Proposed by Cllr Cowley, seconded by Cllr Wilson.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Cowley, Davey, Kyprianou, Laight, McMahon, Wilson
Against:
Abstain: Cllr Kilmurray

c) To consider request for possible drawdown of capital funds of £5,054.95 held against Royston & District Community Transport scheme.
It was RESOLVED to approve request for drawdown of capital funds of £5,054.95 held against Royston & District Community Transport scheme.
Proposed by Cllr Kilmurray, seconded by Cllr Davey. All in favour.

d) To note election costs of £225.00 for uncontested Parish Council election held 7 May 2026 recovered from election reserve.
It was RESOLVED to approve election costs of £225.00 for uncontested Parish Council election.
Proposed by Cllr Barnes, seconded by Cllr Laight. All in favour.

e) To consider purchase of replacement defibrillator battery at a cost of £225+VAT.

It was RESOLVED to approve purchase of replacement defibrillator battery at a cost of £225+VAT.
Proposed by Cllr Alexander, seconded by Cllr Wilson. All in favour.

f) To consider approving attendance of Clerk and Deputy Clerk to CAPALC Annual Conference at a cost of £150.
It was RESOLVED to approve attendance of Clerk and Deputy Clerk to CAPALC Annual Conference at a cost of £150.
Proposed by Cllr Wilson, seconded by Cllr Davey. All in favour.

g) To consider approving approvals list for July 2026.

It was RESOLVED to approve the approvals list for July 2026.
Proposed by Cllr Kilmurray, seconded by Cllr Barnes. All in favour.

h) To discuss criteria for Community Benefit Grants – Cllr Kyprianou.

Item deferred.

i) To receive an update on reserves and S106 monies.

Update on reserves and S106 monies discussed.

j) To receive any updates and consider actions.

None received.

PC064/2627 Bank reconciliations

Signed…… Date……..

a) To note bank reconciliation for June 2026.

It was noted that the bank reconciliations were completed.

PC065/2627 Antisocial Behaviour in the Village

a) To receive the latest Damage, violence and antisocial behaviour report.

Damage, vandalism and antisocial behaviour (ASB) report noted. ACTION: To create posters for public areas of how to report ASB.

b) To consider hosting a summer photography competition with prizes to gather photographs for the new website.
Cllrs requested a further age category and extra prize at the additional cost of £50.
It was RESOLVED to approve hosting a summer photography competition with prizes to the value of £150.
Proposed by Cllr Davey, seconded by Cllr Kilmurray. All in favour.

c) To receive any updates and consider actions.

None received.

PC066/2627 Correspondence

a) To receive correspondence from Cambridgeshire County Council about School Street scheme request from Melbourn Primary School – as previously discussed under PC020/2627a).
Correspondence was noted. Cllrs confirmed their support for the proposed LHI and highlighted concerns about possible public money being spent on either scheme if one scheme were to negate the other. Concerns were raised by Cllrs about the surrounding roads becoming a 'rat run' at closure times and causing issue for those that currently use this as a walking route. A meeting with Cambridgeshire County Council to discuss both the LHI and School Street scheme will take place on 17 August. A report will be provided to Full Council for consideration.

b) To receive any updates and consider actions.

None received.

PC067/2627 Governance

a) To note the elected Chair of Finance & Good Governance Committee for 2026/27 as Cllr Kanagarathnam and the election of the Vice Chair deferred to next meeting.
It was noted.

b) To note altered office opening times over the summer period.

It was noted.

c) To receive and consider approval of Heads of Terms from Reserve Forces' and Cadets' Association (RFCA) in relation to proposed upgrade of facilities at the Old Rec as recommended by Maintenance Committee (MA062/2627a).
Discussion over ambiguity of rent review term. ACTION: request to define as every three years. Under rent to add 'if requested'. It was RESOLVED to approve Heads of Terms from Reserve Forces' and Cadets' Association (RFCA) in relation to proposed upgrade of facilities at the Old Rec, with changes as discussed.
Proposed by Cllr Davey, seconded by Cllr Kilmurray. All in favour.

d) To consider increase of allotment plot fees to account for rising costs of upkeep as discussed under F&GG (FG010/2627).
It was RESOLVED to approve increase of allotment plot fees by £1 for each site to account for rising costs of upkeep.
Proposed by Cllr Cowley, seconded by Cllr Coulman. All in favour.

e) To consider recommendation from F&GG Committee to increase match fees by £5 (increased to £50) to account for rising costs of upkeep (FG011/2627).
It was RESOLVED to approve increase of match fees by £5 (increased to £50) to account for rising costs of upkeep. ACTION: To change terminology over flat rate of hire to be less ambiguous.
Proposed by Cllr Barnes, seconded by Cllr Coulman. All in favour.

f) To note resignation of Parish Council nominated Trustee of Triggs Charity. Requirement to nominate replacement Trustee.
It was noted that Triggs Chairty does not have a proposed replacement. Council agreed to advertise the vacancy on behalf of Triggs Charity.

g) To confirm Councillor training booked for **Saturday 21st November 2026**. Details to follow.

Signed…… Date……

Booking confirmed.

h) Update on Local Government Reorganisation from Cambridgeshire County Council.

Updated received.

i) To receive any updates and consider actions.

None received.

PC068/2627 Planning Matters

a) To note TTRO 26-20837 (anticipated works 1 August – 1 September 2026) New Road (between Victoria Way and Rosemary Place), road closure and diversion. Access will be maintained to properties affected by this order.
TTRO 26-20897noted.

b) To receive the Fowlmere & Melbourn active travel survey.
Any comments to be raised with Planning Committee for 12 August meeting.
Fowlmere & Melbourn active travel survey report received. Discussion from public participation reflected in Cllrs concerns. County Cllr Bostanci reiterated the importance of looking at what a 'quiet lane' is – information can be found here: https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/active-travel-in-cambridgeshire/projects-and-plans/quiet-lanes

c) To receive updates and consider actions.

None received.

PC069/2627 Community Hub

a) To note disposal of unsafe chairs arranged at a cost of £221.28 approved under delegated authority.
Item noted.

b) To note Melbourn Community Hub AGM took place on Wednesday 21 July 2026. Next meeting date to be confirmed.
AGM noted.

c) To receive updates and consider actions.

None received.

PC070/2627 Health, Safety, accessibility, and Wellbeing

a) To receive updates and consider actions.

None received.

PC071/2627 Melbourn Timebank & Community Coordinator Reports

a) To receive reports covering July.

Report received with thanks.

b) To note any Timebank expenses.

Community allotment expenses of £286.61 (to be taken from South Cambs District Council growing grant received) noted.

c) To receive any updates and consider actions.

None received.

PC072/2627 To receive an update from the Maintenance Committee

a) To receive correspondence from GCSP and Hopkins Homes and consider offer regarding the commuted sum under agreement for the transfer of LEAP, LAP and incidental parcels at Hopkins Homes as recommended by Planning and Maintenance Committees.
It was RESOLVED to accept £80,000 commuted sum for the maintenance of proposed transferred land including LEAP, LAP and incidental parcels at Hopkins Homes on condition that a current review of area is carried out and any remedial work completed before handover.
Proposed by Cllr Kilmurray, seconded by Cllr Barnes. All in favour.

b) To receive any updates and consider actions.

None received.

Signed…… Date……

PC073/2627 To receive an update from the MAYD Joint Committee

a) To receive any updates and consider actions.

None received. Committee meeting to be held 7 August 2026.

PC074/2627 To receive an update from the Futures Working Party

a) To update on meeting held 29 July 2026.

Cllr Clark confirmed meeting held on 29 July 2026. Projects to look at additional landscaping and multigoal provision on Parish land to be undertaken.

PC075/2627 To receive an update from the HR Panel

a) To note reduction of hours by Timebank and Community Coordinator and consider filling hours with additional staff member.
It was RESOLVED to proceed with the advertising of role to fill 10 hours for Timebank Community Coordinator.
Proposed by Cllr Alexander, seconded by Cllr Barnes.
In favour: Cllrs Alexander, Barnes, Clark, Coulman, Cowley, Davey, Kilmurray, Laight, McMahon, Wilson
Against:
Abstain: Cllr Kyprianou

b) To consider budget spend approval on equipment & software updates for existing and potential staff members.
It was RESOLVED to approve spend of up to £2,500 on equipment & software updates for existing and potential staff members.
Proposed by Cllr Davey, seconded by Cllr Barnes. All in favour.

c) To receive any updates and consider actions.

None received.

PC076/2627 Policies

a) To consider approval of updates to Doc 4.05 – Equal opportunities for public access policy as recommended by Maintenance Committee (MA062/2627a).
It was RESOLVED to approve updates to Doc 4.05 – Equal opportunities for public access policy.
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.

b) To consider approval of updates to NALC Model Financial Regulations as recommended by Finance & Good Governance Committee (FG014/2627a).
It was RESOLVED to approve updates to NALC Model Financial Regulations.
Proposed by Cllr Alexander, seconded by Cllr Laight. All in favour.

c) To consider approval and adoption of Scheme of Delegation as recommended by Finance & Good Governance Committee (FG014/2627b).
It was RESOLVED to approve and adopt the Scheme of Delegation.
Proposed by Cllr Barnes, seconded by Cllr Kilmurray. All in favour.

d) To receive any updates and consider actions.

None received.

PC077/2627 Chair's Announcements

Thank you to Cllrs for surviving a long meeting.

PC078/2627 To note the dates of the upcoming meetings as:

a) MAYD Joint Committee Meeting, **Friday 7 August 2026** at 2pm.

b) Planning Committee Meeting, **Wednesday 12 August 2026** & **Wednesday 9 September 2026** at 7.30pm.

c) Maintenance Committee Meeting, **Wednesday 19 August 2026** & **Wednesday 16 September 2026** at 7.30pm.

d) Note no August Full Council Meeting, next Full Council Meeting to be held on **Wednesday 30 September 2026** at 7.30pm.
Dates of upcoming meetings were noted as above.

Meeting closed 21:33

Signed…… Date……..

Melbourn Community Hub Management Group

Quarterly Report for Melbourn Parish Council Meeting 30th September 2026

The Hub board update starts on a sad note with the passing of John Travis. John's contribution was truly significant, having joined the Hub project team tasked with driving the building of Melbourn Hub, after the Parish Council's initiative to create The Hub was set in motion over 13 years ago. John then went on to be part of the Hub Management Group and served as our fantastic chair for several years.

John's passion for The Hub was evident, and his wisdom and dedication and most of all his friendship, will be very much missed by all of us at Melbourn Hub.

Room Hire

The Parish Council from 1st August 2026, now occupy two rooms on the upper floor of The Hub. This agreement was made with the Hub Management Group, as the Parish Council workforce is expanding and had outgrown the Parish Office room. Under a change to the license to occupy arrangements between the parties, Melbourn Parish Council now also has use of the Dickens room.

Other room hire business remains brisk in addition to our regular hirers such as the Cambridge Building Society and health services including podiatry, osteopathy and GP surgery blood tests.

Air conditioning in the meeting rooms was a huge bonus during the extreme weather and there was some demand for ad-hoc hire from home workers unable to tolerate the heat at home!

Cafe Operations

Cafe trade has been strong this year, with footfall generally high, thanks to Gemma Dowling our Hub manager and excellent team of catering staff and volunteers.

The extreme hot weather, as might be expected, affected trade at times due to the absence of air conditioning in the Atrium. Some large fans were obtained but could not provide sufficient relief on the hottest days and staff and volunteers were also adversely affected.

The Hub board are looking at the prospect of addressing this problem ahead of next summer and will be contacting Melbourn Parish Council with a proposal shortly.

We have been pleased to offer work positions to many of our young villagers, mindful that employment opportunities for young people are generally scarce. The mix of experienced staff, volunteers and young people works very well indeed and creates a real sense of community.

Library

The library continues to be supported by volunteers. Story time for the under 5s is held weekly during term time led by a library volunteer Mandy and some free children's films have been shown after trade on a Saturday afternoon, organised by library volunteers under The Hub's film license that it holds.

Events

Several events have been held, including daytime activities during trade time at Easter and we have also offered popular concerts featuring local artists. Our next event is on 24th October with singer Ellen Blane, and we have plans for Winnie the Pooh's
centenary, a Halloween trail, plus our annual Christmas Craft Fair and of course Turn on to Christmas which brings the village out in force.

Offering affordable entertainment locally fits entirely with the ethos of The Hub.

Marketing and Promotion

We have a consistent and well-oiled approach to promotion of The Hub and its services, contributing to the success of The Hub operation.

Financial

Melbourn Community Hub Management Group continues to oversee an array of services and amenities whilst continuing to remain financially self- sufficient in providing these.

Melbourn Community Hub Management Group

Joint District and County Councillor Report

Contents

LOCAL ISSUES 2
- Buses 2
- Vandalism 2
- Rights of Way improvement plan 3
- Quiet Lane proposal for Fowlmere Rd and Mill Rd 3
- Superloop 3

HIGHWAYS 3
- £5M highways investment for winter readiness 3
- New 20mph zones show drivers have slowed down 4

LOCAL GOVERNMENT 4
- Local Government Reorganisation 4
- Updated Greater Cambridge Local Plan published ahead of final public consultation 4
- Greater Cambridge Development Corporation 5
- New powers for the mayor 5

ENVIRONMENT 5
- Minerals and Waste local plan 5
- Agricultural water resilience grant scheme opens 6
- Asbestos 6

CARE 6
- Helping residents stay independent for longer with Mobile Wardens 6
- Unpaid carers invited to share their experience 6
- Shaping the future of adult social care 7

FINALLY... 7
- Grants 7
- Ever wanted to ride an autonomous bus? 7

Where to start? A huge amount has happened in local government.

LOCAL ISSUES

Buses

The Combined Authority has published the bus proposals. For Melbourn, they are broadly positive, thanks in no small part to the lobbying of our Cam Vale Bus User Group.

Overall, the proposal is to merge the historic 17 and 26 services into a new 26 route, which will be complemented by an entirely new 27 service. The intention is to improve the overall service and its reliability by avoiding Foxton level railway crossing.

- Morning buses reaching Drummer Street at 06.45 and 08.15
- Morning buses reaching Addenbrooke's at 08.00 and 10.00
- Close to hourly service to Cambridge/Royston for much of the day
- Last bus from Cambridge at 22.15
- Bus reaching Royston by 09.08 on Saturday
- Sunday service with 3 services between Royston and Cambridge
- Pick-up from Melbourn Village College at 15.11 to Royston and Bassingbourn has been removed.

In addition to the 15.11 pick-up from MVC, school principals and parents had requested additional similar buses to MVC in the morning, as well as to Bassingbourn Village College in time for school and after school.

We will continue to lobby the Combined Authority.

The changes are due to be implemented August 2027.

A summary is available on Adam's website:

https://adambostanci.mycouncillor.org.uk/2026/09/11/combined-authority-bus-proposals-cam-vale-bus-user-group/

Vandalism

We are aware of the deeply frustrating continuation of vandalism in our area, in particular targeting bicycles parked at Meldreth train station on the new bike stands on the Melbourn side. Local British Transport Police officers have increased their patrols. We are liaising with the BTP and other stakeholders to get CCTV installed as a matter of urgency. Until then, cyclists may choose to use the bicycle racks on the Meldreth side, which have the benefit of CCTV coverage. We are pressing for more police resources for Melbourn.

Please don't hesitate to contact us with any comments or questions.

Please report all criminal activity to the Police, including by calling 101 or using the online forms for non-emergency criminal activity, or to the British Transport Police, for example by texting 61016. Reporting is crucial so that the relevant services are aware, can act on patterns of incidents, and involve local council-run services.

Rights of Way improvement plan

The County Council is reviewing its Rights of Way Improvement Plan and is seeking comments from parish councils and other stakeholders. Please consider responding to this survey as a Parish Council. In and around Melbourn, hundreds of school children rely on public rights of way to safely travel to school and back every day. Not all villages are so lucky! Rights of way are also crucial for access to our countryside.

https://yourvoice.cambridgeshire.gov.uk/place-and-sustainability/95349146/

Quiet Lane proposal for Fowlmere Rd and Mill Rd

Even after recent repairs, the road between Melbourn and Fowlmere is clearly not suitable for the level and speed of traffic trying to use it. “Quiet Lanes” are designed to enable non-motorised users to enjoy using rural roads. They do this by improving safety and encouraging motor vehicles to slow down (in line with what many residents along Fowlmere and Mill Road would like to see). Importantly, quiet lane designation and any changes are about promoting safe and more respectful road use, not banning or preventing any vehicles from using the route.

In Cambridgeshire, the first step towards developing proposals for a Quiet Lane is a residents’ survey to see whether there is appetite for active travel along the route. The survey undertaken and discussed at the last meeting of Melbourn Parish Council has confirmed that there is some appetite for this, so the design work will now begin. The design will be guided by input from local councillors (not survey results), and residents will be formally consulted on the design by means of a public meeting and 21-day period to register any objections. For further details, see:

https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/active-travel-in-cambridgeshire/projects-and-plans/quiet-lanes

Superloop

The planning application for the “Melbourn Energy Superloop” is currently being validated, comprising a planning application for the data centre and a Local Development Order for the heat network. The Proposed Melbourn Local Development Order will be considered by Cabinet at South Cambridgeshire District Council on 29 September.

HIGHWAYS

£5M highways investment for winter readiness

Last winter, the rapid and early onset of wet and cold conditions triggered an eruption of potholes, a direct consequence of insufficient national spending on road maintenance over many years. In response to public feedback, Cambridgeshire County Council has

now allocated an additional £5 million to help prepare the county's roads for the coming winter. The investment will fund additional preventative mastic repairs, crack sealing, and patching. As reported previously, the renegotiated highways maintenance contract also includes financial penalties for poor repairs. In addition, the council will run a pothole innovation trial in October to test new equipment and materials to identify the most effective approaches for future highway maintenance. We hope that these measures extend the life of our roads and reduce the likelihood of potholes next winter.

Please continue to use the highway faults portal to report any issues.

https://highwaysreporting.cambridgeshire.gov.uk/en-gb

New 20mph zones show drivers have slowed down

This BBC News item may be of interest to councillors.

https://www.bbc.co.uk/news/articles/c9dw15d8xj3o

LOCAL GOVERNMENT

Local Government Reorganisation

After a delay announced before Parliament's summer recess, on 7 September, the newly appointed Secretary of State, Angela Raynor, paused plans for Local Government reorganisation 'in light of new legal advice'. As you can imagine, this has led to even more uncertainty for our area and councils. **We now know that local elections will no longer take place in May 2027** but we still don't know: what the timetable is for the review; the scope or details of the review; when, if ever LGR will resume; if government will give us money to cover the cost of the pause: what the cost of the delay will be to each council and if councils can submit new revised proposals during the pause. We will do all we can to keep our parish councils updated

Updated Greater Cambridge Local Plan published ahead of final public consultation

An updated version of the Proposed Submission Greater Cambridge Local Plan has been published, marking a major milestone in preparing the first joint Local Plan for Cambridge City and South Cambridgeshire.

The Greater Cambridge Local Plan has been developed to shape how Greater Cambridge grows over the next 20 years, identifying where new homes, jobs and supporting infrastructure should be located. It also sets planning policies on themes including climate change, biodiversity, wellbeing, sustainable transport and creating great places to live and work.

The latest version of the Plan reflects continued work on infrastructure constraints such as water supply, forecasts on job creation and housing need, confirming a requirement for over 50,000 new homes between 2024 and 2045. Around 37,000 of these are already planned through existing permissions and the current, adopted Local Plan allocations.

You can have your say from Monday 3 August until 5pm on Friday 25 September 2026. You can access, view and comment on the Proposed Submission Local Plan through our consultation platform.

https://consultations.greatercambridgeplanning.org/proposed-submission-greater-cambridge-local-plan

Greater Cambridge Development Corporation

At the end of July, the Government established the Greater Cambridge Development Corporation to deliver long-term sustainable growth in the area covering Cambridge City and South Cambridgeshire. The Corporation will be in existence for 25 years. A first meeting of its Board has been held, and negotiations are underway to establish ways of working together with the elected local councils.

Peter Freeman along with senior representatives of the Greater Cambridge Development Corporation attended a session of Overview and Scrutiny Committee at South Cambridge District Council on 17 September. Members of the South Cambs Climate and Environment Advisory Committee were present as well.

We asked the representatives about their plans, and how future development and growth would respect the emerging Greater Cambridge Local Plan and protect nature in South Cambridgeshire.

As the plans of the Development Corporation are evidently still taking shape and newly hired staff are doing their best to get up to speed, South Cambridgeshire councillors felt that it is regrettable that the granting of powers from Government will come before the plans for future development in our area have matured. Government interest in our area and the promise to address our major transport infrastructure and water challenges are welcome, but the lack of a plan is concerning.

New powers for the mayor

While local government is losing some of its control over development through the imposition of the Development Corporation, the Cambridgeshire & Peterborough Combined Authority has been granted ‘Enhanced’ status as part of Andy Burnham’s recent ‘Rewiring the State’. This means new powers for the Mayor. From 2028, Mayors will also receive a share of local income tax, and councils will retain more business rates. In London, the Mayor is held to account by a full, elected London Assembly. Outside London, it is less clear from the proposals that any attention is being given to an increase in the effectiveness of scrutiny to match this accumulation of power. Going forward, we will therefore be looking for opportunities to engage the Mayor to bring local improvements and hold the Combined Authority to account.

ENVIRONMENT

Minerals and Waste local plan

Consultation on this stage of the plan is still open and closes on 10 October.

www.cambridgeshire.gov.uk/mwlp-review

Agricultural water resilience grant scheme opens

Cambridgeshire County Council has launched a new water resilience grant scheme for farmers and growers. They can apply for grants of between £2,000 and £50,000 to improve water efficiency, strengthen resilience to drought, and support sustainable food production. Further information, including on application windows and deadlines, is available from Water Resources East's website.

https://wre.org.uk/agricultural-water-resilience-grant/

Asbestos

We understand some residents have concerns about asbestos that can be found along certain tracks and public rights of way near Whaddon.

This material is linked to the former Atlas Stone site, where waste products from asbestos cement sheet manufacturing were historically given away for use as hardcore on farm tracks and other surfaces in the local area.

South Cambridgeshire District Council and Cambridgeshire County Council have previously carried out a number of investigations to assess any potential risk to people using these routes and to nearby properties. Where necessary, improvement works have been undertaken by landowners or through development projects.

Based on the assessments that have been carried out, none of the locations currently identified are considered to pose a high risk to public health and no further action is required at this time. The Council continues to keep records of these locations so that they can be considered if any future changes to land use are proposed.

If you have any concerns or would like to report a specific issue, please contact the Environmental Health team at env.health@scambs.gov.uk or visit www.scambs.gov.uk/environmental-health for further information.

CARE

Helping residents stay independent for longer with Mobile Wardens

Hundreds of South Cambridgeshire residents are already benefiting from a simple service that reduces loneliness, boosts confidence and helps people stay independent at home for longer – and the District Council is urging more people to take advantage.

https://www.scambs.gov.uk/news/helping-residents-stay-independent-for-longer-with-mobile-wardens

Unpaid carers invited to share their experience

Unpaid carers across Cambridgeshire are being invited to share their experiences to help shape the future of support services in the county.

Cambridgeshire County Council is bringing together unpaid carers, people with lived experience, local organisations and others with an interest in supporting carers to design future Adult Carers Support Services.

The council is keen to hear from people who provide care for family members, friends or neighbours, as well as young adult carers and others with experience of caring. Their insights will help ensure future services reflect the needs of carers and the people they support.

A series of workshops will take place between September 2026 and March 2027, giving participants the opportunity to help develop future service priorities, shape how services are delivered and contribute to wider commissioning plans. There is no expectation that people attend every session, with all involvement welcomed based on individual availability and interests.

The workshops will build on feedback already shared by carers and provide another opportunity for people to influence how support is delivered in future.

Anyone interested in taking part, or who would like more information, can contact Commissioning.FPTeam@cambridgeshire.gov.uk

Shaping the future of adult social care

Have your say on the future of adult social care as part of a national public engagement launched by Baroness Louise Casey. The Big Conversation on Care aims to give people across England a direct opportunity to influence the future development of a National Care Service and help shape how care and support will be provided for years to come. The County Council is the statutory adult social care authority for Cambridgeshire.

http://www.caseycommission.co.uk/bigconversation

FINALLY...

Grants

South Cambridgeshire District Council has a number of grants for community groups and individuals.

Currently open for applications are the Community Chest, Community Pantry, Tenant Community Grants, Mobile Warden Development Fund, Disabled Adaptations and Home Improvement Grants, Long Term Health Condition Physical Activity Grants.

Ever wanted to ride an autonomous bus?

Government-funded research to the tune of £3.8 million will consider how self-driving buses could be used on guided busways in Cambridgeshire in the future. If you want to ride an autonomous bus now, e.g. from Trumpington Park & Ride to the Biomedical Campus, as part of the current Connector trial, timetables and other details can be found at:

https://www.greatercambridge.org.uk/smart-technology-innovation/connector

Adam Bostanci, Cambridgeshire County Councillor

Sally-Ann Hart, South Cambs District Councillor

Jose Hales, South Cambs District Councillor

Melbourn Parish Council

Responsible Financial Officer's Report – August 2026

Prepared by: Shelley Coulman, RFO
Date: September 2026

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1. Introduction

This report provides an overview of the Parish Council's financial position as at 31 August 2026, based on the Income & Expenditure by Budget report produced from the Council finance system. The figures cover the five months from 1 April to 31 August 2026. At this point, 41.7% of the financial year has elapsed.

2. Income Overview

Total income recorded year to date is £240,381 against an annual budget of £424,022, representing 56.7% of the annual budget.

The precept recognised to date is £153,240 against an annual budget of £367,776, representing 41.7% and therefore matching the proportion of the financial year elapsed.

Interest income is £4,954 against an annual budget of £11,000 (45.0%), which remains slightly ahead of the year-to-date profile and reflects the Council's active treasury management approach.

Cemetery-related income is also performing strongly: burial fees are £1,765 (50.4% of budget), memorial fees £900 (90.0%) and interment fees £1,605 (160.5%).

Hire of recreation grounds is £732 against a £750 annual budget (97.6%), while pavilion hire is £90 against £100 (90.0%). Property rental income is £11,711 against £28,107, representing 41.7% and therefore in line with the elapsed year.

Miscellaneous income of £60,057 has been recorded against a nil budget. This materially increases the headline income percentage and should be read alongside the associated reserve/grant-funded expenditure and earmarked reserve movements. Excluding this item, recorded income is £180,324, approximately 42.5% of the total annual income budget.

3. Expenditure Overview

Total expenditure recorded year to date is £208,010 against an annual budget of £399,552, representing 52.1% of the annual budget. The headline percentage is above the 41.7% point in the year but includes significant items which are not directly comparable with the original revenue budget and should be considered together with earmarked reserve movements.

Salaries and pensions are £57,236 against a budget of £155,479 (36.8%), remaining below the straight-line year-to-date profile. Pension scheme costs are £216 (39.3%).

Audit fees are £2,336 against a £2,350 budget (99.4%), reflecting the timing of the annual audit cycle rather than an underlying overspend. We are accruing £200 a month to ensure that audit fees are accounted for in the year they relate too.

Office furniture and equipment is £2,206 against a £1,000 budget, an adverse variance of £1,206, this relates to a laptop.

Sundry expenses are £990 against £550, an adverse variance of £440. This nominal needs to be reviewed to see if there are any budget line variations required.

Grant expenditure is £54,146 against a revenue budget of £9,450. Youth expenditure of £4,898 and S106 expenditure of £5,632 are also shown against nil revenue budgets. These items are significant drivers of the reported 52.1% expenditure level and should be considered with the associated funding and earmarked reserve transfers rather than viewed as revenue overspends.

Planned tree and hedge work is £2,455 against a £1,500 budget, an adverse variance of £955, there is potential to release some Earmarked reserves for this.

Grounds maintenance – unplanned is £2,580 against £3,000 (86.0%), and parish planning is £2,711 against £3,000 (90.4%); both are already at a high proportion of their annual budgets and should be monitored for the remainder of the year.

The Village Maintenance Contract stands at £17,188 against £35,785 (48.0%), electricity at £2,968 against £6,000 (49.5%), and wardens' materials at £553 against £1,050 (52.7%). These are modestly ahead of the elapsed-year percentage and should be kept under review.

Melbourn Dynamo's Power Pitch expenditure of £3,840 is recorded against a nil budget. As with other project-specific expenditure this forms part of the Earmarked reserves and does not need to be considered as an overspend.

4. Net Position and Reserves

The budget report shows net income over expenditure of £32,371 before reserve movements, compared with a full-year budgeted surplus of £24,470.

Transfers from earmarked reserves total £33,158 and transfers to earmarked reserves total £59,908. After these movements, the reported movement to the General Reserve is £5,621.

The latest Balance Sheet, produced on 24 September 2026, shows total current assets of £753,515 and current liabilities of £56,994, giving net assets of £696,521. Cash and deposit/investment balances total £725,235.

The balance sheet also includes £30,648 which is 1month of the precept received in advance.

5. Treasury and Investments

Interest received to 31 August is £4,954 against an annual budget of £11,000, representing 45.0% of budget after five months of the year. A substantial proportion of Council cash remains placed across deposit and investment accounts, supporting the Council's objective of generating a return while maintaining diversification and access to funds.

General Reserves stand at £209,489. Based on the current annual expenditure budget of £399,552, this equates to approximately 6.3 months of budgeted expenditure and remains consistent with the Council's policy objective of maintaining around six months' expenditure in General Reserve.

Earmarked Reserves total £487,032.

6. Summary and Recommendations

The Council remains in a positive year-to-date position at 31 August 2026. Income is £240,381 and expenditure is £208,010, producing a surplus of £32,371 before reserve movements. After transfers to and from earmarked reserves, the movement to the General Reserve is £5,621.

The headline income and expenditure percentages are affected by significant grant/project and reserve-related transactions. Core income, particularly the precept and property rental income, is aligned with the five-month point in the year, while interest income remains slightly ahead of profile. Several individual expenditure headings are already close to or above their annual budgets and should be monitored closely through the next budget review.

I recommend that the Council notes the August 2026 financial position, reviews the highlighted budget variances and project-funded expenditure, and notes the latest Balance Sheet position at 24 September 2026 showing net assets of £696,521, General Reserves of £209,489 and Earmarked Reserves of £487,032. The General Reserve remains at approximately 6.3 months of budgeted expenditure, consistent with the Council's reserves policy.

		Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
	Income						
1000	Interest Received	4,954	11,000	6,046			45.0%
1076	Precept	153,240	367,776	214,536			41.7%
1200	Allotment Rent received	20	3,500	3,480			0.6%
1210	Grass Cutting Contribution	4,032	3,939	(93)			102.4%
1300	Burial Fees	1,765	3,500	1,735			50.4%
1305	Memorials Fees	900	1,000	100			90.0%
1310	Internment Fees	1,605	1,000	(605)			160.5%
1400	Match Fees	1,275	3,350	2,075			38.1%
1500	Hire of Recreation Grounds	732	750	18			97.6%
1550	Hire of Pavilion	90	100	10			90.0%
1600	Property Rental Income	11,711	28,107	16,396			41.7%
1610	Misc Income	60,057	0	(60,057)			0.0%
	Total Income	**240,381**	**424,022**	**183,641**			56.7%
	Overhead Expenditure						
4000	Salaries & Pensions	57,236	155,479	98,243		98,243	36.8%
4010	Other Staff Costs	0	250	250		250	0.0%
4055	Pension Scheme Costs	216	550	334		334	39.3%
4060	Staff & Councillor Expenses	0	800	800		800	0.0%
4065	Training	613	2,500	1,887		1,887	24.5%
4070	Timebank Expenses	451	696	245		245	64.8%
4100	Audit Fees	2,336	2,350	14		14	99.4%
4105	Legal & Professional Fees	618	1,000	382		382	61.8%
4110	Insurance	4,755	14,520	9,765		9,765	32.7%
4115	Memberships & Subscription	876	1,922	1,046		1,046	45.6%
4120	Parish Clock	0	500	500		500	0.0%
4125	Broadband & Telephone	70	184	114		114	38.1%
4130	Computer & IT	735	3,042	2,307		2,307	24.2%
4140	Software Licences	2,223	4,833	2,610		2,610	46.0%
4150	Printing Postage & Stationery	530	1,295	765		765	40.9%
4155	Office Costs	11	459	448		448	2.4%
4170	Office Rent	6,250	15,615	9,365		9,365	40.0%
4175	Subcontractors	2,512	10,127	7,615		7,615	24.8%
4190	Office Furniture & Equipment	2,206	1,000	(1,206)		(1,206)	220.6%
4195	Sundry Expenses	990	550	(440)		(440)	179.9%
4200	Bank Charges	125	300	175		175	41.6%
4205	Grants	54,146	9,450	(44,696)		(44,696)	573.0%
4207	Youth Expenditure (Mayd)	4,898	0	(4,898)		(4,898)	0.0%
4208	S106 Expenditure	5,632	0	(5,632)		(5,632)	0.0%
4220	Election Costs	225	1,560	1,335		1,335	14.4%

Continued over page

		Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4225	Community Events	611	2,786	2,175		2,175	21.9%
4230	Van - Tax, MOT, Fuel, Repairs	129	1,000	871		871	12.9%
4235	Wardens Materials	553	1,050	497		497	52.7%
4240	Wardens Equipment	601	2,000	1,399		1,399	30.1%
4315	Maintenance & Reps - Planned	4,075	10,320	6,245		6,245	39.5%
4320	Maintenance & Reps- Unplanned	3,033	17,500	14,467		14,467	17.3%
4350	Christmas Tree/Plants	0	750	750		750	0.0%
4360	Tree & Hedge Work - Planned	2,455	1,500	(955)		(955)	163.7%
4365	Tree & Hedge Work - Unplanned	0	7,500	7,500		7,500	0.0%
4370	Project work	1,474	2,000	526		526	73.7%
4410	Nature Reserve management plan	0	500	500		500	0.0%
4420	Grounds Maintenance - Unplanne	2,580	3,000	420		420	86.0%
4430	Grounds Maintenance - Planned	0	2,457	2,457		2,457	0.0%
4500	Rates	6,390	17,439	11,049		11,049	36.6%
4505	Electricity	2,968	6,000	3,032		3,032	49.5%
4510	Water	770	2,075	1,305		1,305	37.1%
4605	Refuse & Dog Bin Collection	2,215	5,458	3,243		3,243	40.6%
4635	Village Maintenance Contract	17,188	35,785	18,597		18,597	48.0%
4640	Melbourn Dynamo's Power Pitch	3,840	0	(3,840)		(3,840)	0.0%
4700	PWLB Interest	2,018	30,577	28,559		28,559	6.6%
4705	PWLB Capital	6,426	15,663	9,237		9,237	41.0%
4750	Service Charge-Hundred Houses	0	960	960		960	0.0%
4850	Parish Planning	2,711	3,000	289		289	90.4%
4920	Street Lighting	317	1,250	933		933	25.4%
	Total Overhead	**208,010**	**399,552**	**191,542**	**0**	**191,542**	52.1%
	Total Income	**240,381**	**424,022**	**183,641**			**56.7%**
	Total Expenditure	**208,010**	**399,552**	**191,542**	**0**	**191,542**	**52.1%**
	Net Income over Expenditure	**32,371**	**24,470**	**(7,901)**			
	plus Transfer from EMR	33,158	0	(33,158)			
	less Transfer to EMR	59,908	0	(59,908)			
	Movement to/(from) Gen Reserve	**5,621**	**24,470**	**18,849**			

Council HR and Governance Support
Excellence in all we do

TAX INVOICE

Melbourne Parish Council
Melbourn Community Hub
30 High Street
Melbourn
Royston
Cambridgeshire
SG8 6DZ
GBR

Invoice Date
22 Jul 2026

Invoice Number
INV-0234

Reference
Asset Review

VAT Number
467 7937 26

CHRGS Ltd
Exchange Buildings 66
Church Street Hartlepool
TS24 7DN
Hartlepool
TS24 7DN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Professional Support - General, Undertake a review of Council assets and present a evidence based report	5.00	525.00	20%	2,625.00
Travel Expenses - return travel from home to Council offices	66.00	0.55	20%	36.30
Administration support to complete project as required.	1.00	50.00	20%	50.00
			Subtotal	2,711.30
			TOTAL VAT 20%	542.26
			TOTAL GBP	**3,253.56**

Due Date: 14 Aug 2026
CHRGS Ltd
Account number 79823271
Sort code 60-83-71

PAYMENT ADVICE

To: CHRGS Ltd
Exchange Buildings 66 Church Street Hartlepool TS24 7DN
Hartlepool
TS24 7DN
UNITED KINGDOM

Customer	Melbourne Parish Council
Invoice Number	INV-0234
Amount Due	**3,253.56**
Due Date	14 Aug 2026
Amount Enclosed	

Enter the amount you are paying above



HART'S BOOKS

Hart's Books
26 King Street, Saffron Walden, CB10 1ES
enquiries@hartsbooks.co.uk
tel: 01799 524552

30th July 2026

Melbourn Library

Community Hub, 30 High St, Melbourn, Royston SG8 6DZ

Invoice Reference: ML300726HB

The Impossible Fortune by Richard Osman x1 copy @ £9.99

Silent Bones by Val McDermid x1 copy @ £10.99

The Family Friend by Claire Douglas x1 @ £9.99

Boleyn Traitor by Philippa Gregory x1 @ £9.99

The Secret of Secrets by Dan Brown x1 @ £9.99

The Widow by John Grisham x1 @ £10.99

The Missing Dead by J.M.Dalgleish x1 @ £9.99

A Killer in Paradise by Tom Hindle x1 @ £9.99

A Particular Nasty Case by Adam Kay x1 @ £10.99

A Woman of Spirit by Margaret Dickinson x1 @ £8.99

Our Stories Our World by Jayce Joyce x1 @ £9.99

The Case of the Chaos Monster x1 @ £7.99

What Shall We Do, Winnie the Pooh x1 £8.99

The Great Heffalump Hump x1 £7.99

Winni-the-Pooh and the Party x1 @ £8.99

Somewhere a Boy and a Bear x1 @ £25.00

Total: £170.85
20% discount: £34.17
Total to pay: £136.68

Account name: Travel Buff LTD T/A Daunt Books
Bank: Natwest
Account Number: 26078937
Sort code: 50-30-25

August 2026 Approvals

Invoice Date	A/C code	Invoice no	A/c Name	Net Value	VAT	Balance
05/08/2026	4IW001	INV24352	4i Water- Legionella testing	695.30	139.06	834.36
				695.30	139.06	834.36
22/07/2026	ADO01	IEN2026041748207	Adobe- Software	16.64	3.33	19.97
				16.64	3.33	19.97
12/08/2026	AMA001	0010826 LL	Amazon- Rabbit man supplies	12.49	2.50	14.99
12/08/2026	AMA001	20826	Amazon- Rabbit man supplies	24.06	4.81	28.87
12/08/2026	AMA001	GB60006ERI7UNI LL	Amazon- Rabbit man supplies	19.91	3.98	23.89
14/08/2026	AMA001	GB600L9AN5NB9I	Amazon-Signage	14.58	2.92	17.50
14/08/2026	AMA001	GB672F0GEAEUI	Amazon-Signage	21.56	4.31	25.87
18/08/2026	AMA001	GB676OWSYAEUI	Amazon-Stationary	1.76	0.35	2.11
18/08/2026	AMA001	GB677F9AWAEUI	Amazon-Stationary	27.49	5.50	32.99
				121.85	24.37	146.22
28/07/2026	BARR001	1000026661	Barrier- Wardens supplies	20.98	4.20	25.18
				20.98	4.20	25.18
31/07/2026	CAM002	SI20269086	Cambridge Asbestos Removal-Allotments	750.00	150.00	900.00
				750.00	150.00	900.00
22/07/2026	CHR001	INV-0234	Council HR and Governance Support- Cllr training	2,711.30	542.26	3,253.56
				2,711.30	542.26	3,253.56
31/07/2026	DAV001	10826	David William Pettifer- Litter picker	88.97	-	88.97
				88.97	-	88.97
22/07/2026	ESP006	8135247	ESPO- Wardens supplies	69.85	13.97	83.82
				69.85	13.97	83.82
31/07/2026	HAC007	SI4473	Herts and Cambs- Village maintenance contract	2,864.66	572.93	3,437.59
				2,864.66	572.93	3,437.59
30/07/2026	HAR01	ML300726HB	Hart's Books- Library books	136.68	-	136.68
				136.68	-	136.68
23/07/2026	ICC001	21803	ICCM- Cemetries training	555.00	111.00	666.00
				555.00	111.00	666.00
12/08/2026	ION001	203057202874	IONOS- Web hosting	39.94	7.99	47.93
				39.94	7.99	47.93
25/07/2026	JTL009	520	Jason Trueman- Pavilion cleaner	140.00	-	140.00
				140.00	-	140.00

01/08/2026	LUC001	41099	Lucid Systems Ltd- IT	160.50	32.10	192.60
				160.50	32.10	192.60
11/08/2026	MAT001	10826	Matt De Oliveira- Keyholder Moor carpark	140.00	-	140.00
				140.00	-	140.00
17/08/2026	10826	MCH004	Melbourn Hub- S Trayhurn expenses	6.25	1.25	7.50
19/08/2026	222507	MCH004	Melbourn Hub- S Trayhurn expenses	5.08	1.02	6.10
19/08/2026	222508	MCH004	Melbourn Hub- S Trayhurn expenses	25.20	5.05	30.25
				36.53	7.32	43.85
05/08/2026	MWY011	337	Mark Wyer	133.45	-	133.45
				133.45	-	133.45
17/07/2026	PWL001	10726	United Kingdom Debt Management Office- loan	1,800.94	-	1,800.94
				1,800.94	-	1,800.94
19/08/2026	SAG001	GB-02385158	Payroll Software	23.00	4.60	27.60
				23.00	4.60	27.60
14/08/2026	STE001	SIN206824	Steroplast Healthcare Limited- defib battery+pads	289.95	57.99	347.94
				289.95	57.99	347.94
11/08/2026	TCB005	260032	The Connections Bus Project	2,702.00	-	2,702.00
				2,702.00	-	2,702.00
21/07/2026	URB001	615946 LL	Urban Plastics- Wardens materials	4.70	0.94	5.64
17/08/2026	URB001	616783	Urban Plastics- Wardens materials	18.98	-	18.98
				23.68	0.94	24.62
			Confidential items	11,399.12		11,399.12
				11,399.12	-	11,399.12
			Transfer	25,000.00		
			Total	49,920.34	1,672.06	26,592.40

PC086 2627e0) Insurance Review

Background

MPC are in the final year of an LTA with Clear Insurance Management and as such have received the relevant renewal quote (renewal 5 October 2026).

Premium Breakdown

Insurance Premium	£10,443.30
Insurance Premium Tax	£1,253.20
Policy Administration Fee	£55.00
Total	**£11,751.50** (2025/26 ££13,562.65)

Key changes summary

Item	2025/26	2026/27	Change
Buildings	£8,772,070	£9,042,715	+£270,645
Contents	£206,044	£214,286	+£8,242
Walls, Gates & Fences	£249,087	£259,050	+£9,963
Playground Equipment	£193,071	£200,793	+£7,722
War Memorials	£90,000	£143,769	+£53,769
CCTV Equipment	£25,736	£26,764	+£1,028
Ground Surfaces	£78,793	£81,944	+£3,151

- Following the Rebuild Cost Assessment (RCA) late in 2025, the buildings values were revised downwards, which has resulted in a corresponding reduction in premium.
- The insurer reassessed the rating applied to the Melbourn Community Hub. Following this review, a lower rating has been applied for the current policy year, which has also contributed to the reduction in premium.
- The Fixed Rate Agreement, which remains in place until 2027, continues to provide benefit from the terms agreed under that arrangement.
- Subsidence cover has been included with all assets (excluding the boardwalk at Stockbridge Meadows).
- On premises money cover reduced from £5,000 to £2,500 due to no longer holding petty cash.
- New clause – flat roof inspection at Little Hands (already complying with this so no additional requirement to MPC)
- New clause – playground inspections (already complying with this so no additional requirement for MPC)
- Occupancy statements on policy schedule showed inconsistent responses – confirmation received from broker that occupancy statements are correct. Copy of email confirmation below:

PC087/2627d) Insurance Review

Thank you for the call Emma.

To ensure I have correctly understood our discussion, I have summarised below the occupancy and use of each location as discussed. My understanding is that these are the details currently reflected for the purposes of the insurance cover, quotation and renewal invitation.

There appears to have been some misunderstanding regarding the Statement of Fact and the way the occupancy wording has been applied. Based on our discussion, my understanding is as follows:

Location 1 – Sports pavilion – property is used by Melbourn Parish Council (MPC) and hired to third parties for social and recreation uses.

Location 2 – Cemetery Building – property is a shed used by MPC and NOT hired to third parties.

Location 3 – Cemetery Lychgate – this is a gate and not a building that is hireable.

Location 4 – Old Fire Engine House – property is a shed used by MPC and NOT hired to third parties

Location 5 – Little Hands Nursery School – property is owned by MPC and leased for the purposes of running a nursery school to a third party.

Location 6 – Melbourn Community Hub – property is owned by MPC and leased for the purposes of running a community building to a third party management company.

Location 7 – Car Park Workshop – property is owned by MPC and used solely for its purposes.

Location 8 – Churchyard Wall – this is wall.

Location 9 – Boardwalk – this is a flooring structure in a nature reserve.

Please confirm that the above information is accurate and that the renewal and cover will be arranged on this basis. If any of the above is incorrect, please let me know as soon as possible and how this would affect the premium.

In the absence of any corrections, Melbourn Parish Council will proceed on the understanding that these details accurately reflect the information held by insurers for the renewal.

Response

Thank you for your email and for summarising our discussion.

I can confirm that the information you have provided below accurately reflects my understanding of the occupancy and use of each location, and I have noted the clarification regarding the Statement of Fact.

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Clear Insurance Management
AGM House,
Barton Close, Grove Park,
Enderby, Leicester,
LE19 ISJ

T: 0116 2819100
E: leicester@thecleargroup.com
www.clearinsurancemanagement.com

Melbourn Parish Council
30 High Street
Melbourn
Royston
SG8 6DZ

14 September 2026

Reference: 77020200

Dear Sir / Madam

Your Local Councils Combined Insurance

Your existing policy with Ecclesiastical Insurance Office Plc is due for renewal on 5th October 2026.

The total payable is £11,751.50 including Insurance Premium Tax (IPT) at the current rate, and our Policy Administration Fee of £55.00; full premium breakdown can be found in the **Important Information** section below.

It is important that you review all the documentation, ensuring the information is correct and cover meets your requirements.

If any of the information is incorrect or you would like to make a change to your cover level(s), please contact our team on the number below. **Failure to provide accurate and up-to-date information may result in cover being invalid, a claim not being paid or an additional premium being payable**.

IMPORTANT: Please pay attention to following documents from the proposed insurers:

- **Our Terms of Business:** Clear Insurance Management's Terms and Conditions, which explain how we will manage your policy.
- **Statement of Fact & Risk Details:** This outlines the information that the insurer holds about you and on which they based their quotation.
- **Policy Schedule:** This is an outline of the cover provided under the policy including cover levels, relevant sums insured, excesses, policy conditions, limitations, exclusions, and subjectivities you must comply with.
- **Policy Wording:** This sets out the cover provided and the terms, conditions and exclusions which apply; the Policy Wording should be read in conjunction with the Policy Schedule and other policy documents.
- **Summary:** This provides an overview of the key aspects of the insurance policy.
- **Special Events Guidelines:** Requirements for Council organised events.

Policy Documents

Your documents will be emailed, however if you would prefer to receive a copy by post, please let us know.

Clear Insurance Management Limited is authorised and regulated by the Financial Conduct Authority (FCA). You can check these details on the Financial Services Register by visiting the FCA's website (www.fca.org.uk). Our FCA number is 307982. Registered in England and Wales, No. 3712209. Registered office: 24 Monument Street, London, EC3R 8AJ.

Broker at LLOYD'S
Brokerbility
Chartered Insurance Brokers

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What To Do Next

- It is important that you read and understand the information within the **Important Information** section below.
- Please check the statements and answers that are shown on these documents and let us know if anything is incorrect, as any inaccuracies or omissions may invalidate your cover. Should any change be required then please contact us.
- Familiarise yourself with our terms and conditions which are detailed in the enclosed terms of business agreement document; these explain how we will manage your policy.
- Refer to the 'Payment Options' section within the Important Information document for details of how you can pay for your policy.
- To go ahead with this policy please contact us prior to the renewal date. If we receive payment without prior confirmation, we will accept this as agreement to the terms set out in this letter and instruction to proceed with the policy. If you would like to discuss this or make any changes to your policy, please contact us as soon as possible.

We look forward to receiving your instructions, however, should you have any queries in the meantime please do not hesitate to contact us.

Yours sincerely,

Emma Garner

Emma Garner
Account Handler, Commercial
Clear Insurance Management
Email: emma.garner@thecleargroup.com
Call: 01162819188

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Important Information

Premium Breakdown

Insurance Premium	£10,443.30
Insurance Premium Tax	£1,253.20
Policy Administration Fee	£55.00
Total	**£11,751.50**

Please note this policy is renewable.

Further information relating to the Premium Breakdown above can be found under the Our Remuneration section.

Your Requirements

Our understanding of your insurance requirements is based on the information you have provided to us, as outlined below:

Combined Cover including property and liabilities

Please let us know if you think we have not understood your requirements correctly.

Our Proposal

We're proposing cover with Ecclesiastical Insurance Office Plc, due to the reason(s) below:

As it meets your requirements as we understand them

Market Selection

Below we describe the capacity we are working in at different times and the following are the definitions for each:

Agent of the Client/Your Agent: this means we are working on your behalf. We help to find you suitable cover against your requirements, provide guidance and support you throughout your insurance policy.

Agent of the Insurer: this means we are working on behalf of the insurer. We help them with things like setting up policies, handling paperwork and where applicable handle claims.

Sourcing
You should be aware that in sourcing business with the insurer, that we have acted as your agent.

Placement
You should be aware that in placing business with the insurer, that we have acted as your agent.

We have only approached your existing insurer for terms. We will place this insurance directly with the insurance company.

Claims
You should be aware that in the event of a claim, we will act as your agent.

Our Remuneration

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We charge a policy administration fee in respect of this policy which we have detailed. In addition, the insurers will pay us commission, which is a percentage of the premium net of Insurance Premium Tax (IPT) at the current rate and/or VAT. If you make any changes to your policy after the inception or renewal date, we will charge a £25.00 Administration Fee in addition to any premium decrease/increase applied by your insurer.

For this policy, we undertake additional work on behalf of the insurer for which we receive additional income paid by the insurer.

To avoid any conflict of interest our client-facing colleagues are not aware of the full details of this arrangement.

Assessing Your Sums Insured

Property Insurance

One of the most important parts of insurance cover is the accuracy and adequacy of the Property Declared Value to ensure the Sums Insured is correct. **By Property, this could be Buildings, Tenant's Improvements, Stock, Contents, Machinery, Computers just to name a few.** Your policy schedule confirms the sums you have elected to be insured. You will need to refer to your policy wording to see what the sums should represent.

If you are in any doubt as to the adequacy of your sums insured, we strongly recommend that you employ a professional valuer. Please ensure that you ask for a rebuilding valuation and not a market valuation.

Generally, insurers do not consider the adequacy of the value you declare until a claim is made. As the policyholder, you are responsible for ensuring that you insure for the full value at risk.

The consequences of underinsurance

Insurers estimate that the majority of UK property sums insured are inadequate. If the Property Declared Value is too low, then not only do you run the risk of not being able to replace/reinstate your Property in the event of a major loss, but you may also find that payments for smaller claims will be reduced. In some circumstances, insurers may be entitled to void the policy entirely if the value has been misrepresented.

In the event of **underinsurance**, insurers will normally apply what is known as an **'Average Clause'**. This is a policy condition that allows the insurer to proportionately reduce the amount that they pay you if you have not insured the property for the full reinstatement value.

An Insurer can apply this clause if you have not set your sums insured at the amount required to cover a total loss, and this is referred to as 'Underinsurance'. For instance, if you have only insured for 50% of the total value of property at risk, you will only receive 50% of the value of any claim.

To illustrate this point further here is an example:

Total value at risk: £1,000,000
You have set your Sum Insured as: £500,000
If you make a claim for the amount of: £25,000
Your Insurer will only pay: £12,500

When you look at the insurer's policy schedule you may see two amounts next to a property type insured. The Declared Value is the cost of replacing/reinstating the property on the first day (Day One) of each period of insurance. Please note the schedule may not use the term Declared Value, it could show it with the Sum Insured in brackets for example. The Declared Value will be the lower of the two.

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The **other amount** is known as the Sum Insured and this will be higher than the Declared Value. The difference is an allowance for inflation and rising costs between the day of the loss and the final reinstatement of the property.

The Declared Value on Day One must still be adequate because if it is not the average clause will apply. How this works is explained above.

Alternative Average Clauses – some Average Clauses provide a different remedy for underinsurance. These state that insurers will pay the proportion of the claim that the premium paid bears to the premium you should have paid, had you been insured for the correct amount.

Alternative Remedies - Some policies specifically state that if you under-declare the rebuilding cost and/or replacement cost of items such as contents, stock or valuables this will be treated as misrepresentation and that the insurer is entitled to void the policy (treat it as if it never existed).

You must also notify the insurers of any changes to the building during the policy period, such as extensions and improvements, and the Declared Value should be increased to reflect such changes.

As the policyholder, it is your responsibility to ensure that the property declared value and sums insured are the correct amount, and this section offers guidance so that you can make sure you have given accurate and adequate values to your Insurer.

If you are not sure how to calculate property sums insured values correctly, we can help with the information below.

No one likes to be overpaying for things they don't need, equally it is important to establish if the sums insured are too low so that you aren't at risk of not being able to replace/reinstate your property in the event of a total loss, or that payments for smaller claims are reduced. Therefore, we propose that a revaluation is carried out regularly, in line with property inflation. A RICS registered surveyor will offer this service and Clear can introduce you to a specialist company who can carry out a revaluation for you.

If you would like to discuss what needs to be taken into consideration when assessing how much to insure for then please contact us to discuss. There are many parts to getting the correct amounts to be insured. Some of these are commonly overlooked such as debris removal costs, allowance for work in progress costs, installation costs or project management/professional fees just to name a few.

Business Interruption: What You Should Consider

Indemnity Period

The Indemnity Period should be the length of time it takes your income to return to normal levels following a loss. You can find the current indemnity period under the Business Interruption section of your policy.

The period you select needs to take into consideration how long it would take to get things such as planning permission and licences, lead times for replacing machinery, the time to replace lost customers who have gone elsewhere during your downtime.

All this will impact how long it would take the business to return to the trading levels pre loss.

Assessing Your Sums Insured

It is worth remembering when you're setting your sums insured for Business Interruption cover a loss might occur towards the end of the period of insurance. You'll need to consider your future projected income when calculating your sum insured.

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Endorsements, Limitations, Conditions, Warranties and Subjectivities

Please refer to the Insurer Documentation, Summary and Policy Wording which outline all conditions and exclusions applicable to your policy. We would like to draw your attention to the following that apply to your policy.

Terms, Conditions and Exclusions

Conditions Precedent

Unoccupancy Condition

Unoccupied buildings
It is a Condition Precedent to Liability that
(a) when a building or part of a building insured by this policy becomes Unoccupied or when an Unoccupied building or part of a building is again occupied You must tell Us as soon as is reasonably possible Upon any alteration as described above We may at Our option
(i) amend the terms and conditions that apply to such buildings and charge an additional premium
(ii) cancel the cover for any affected buildings
(iii) cancel the policy in accordance with the Cancellation condition
(b) in respect of any building or part of a building which becomes Unoccupied
(1) You must turn off electricity gas and water supplies at the mains and drain down all water systems other than those required to maintain intruder alarm fire alarm and sprinkler installations or other fire suppression security or other risk protection systems or devices
(2) You must remove all waste and unfixed combustible materials both internally and externally from such buildings
(3) You must maintain in full and efficient working order and keep operational all alarms sprinkler installations fire suppression systems locks and all other protective and security devices including perimeter security protection at the Premises
(4) where there is a sprinkler installation You must maintain the central heating system to prevent freezing and
(i) the system should be inspected to ensure it is operating correctly whenever such buildings are inspected
(ii) the temperature throughout the building must be maintained at not less than 7 degrees Centigrade (45 degrees Fahrenheit)
(iii) the system must be serviced and maintained at least annually by an appropriately qualified engineer
(5) You must undertake an internal and external inspection of such buildings at least every 7 days and rectify as soon as is reasonably possible any defects in the fabric of the building or the security or fire protection installations A record of inspections including remedy of any defects must be maintained
(6) You must permanently seal shut the letterbox. Where the letterbox cannot be sealed shut You must fit a metal box or cage to the inside of the letterbox aperture and remove the post from it whenever such buildings are inspected
(7) You must tell Us as soon as is reasonably possible if such buildings are to be occupied by contractors for any alterations renovations conversions or repair
(8) in addition to the Claims condition that requires You to tell Us as soon as You become aware of an incident that may result in a claim You must also tell Us as soon as You become aware of any illegal entry to the Premises whether or not any Damage has occurred
(9) You must review and update Your risk assessment (including the fire risk assessment) of such buildings to reflect the change in risk

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Broker at LLOYD'S Brokerbility Chartered Insurance Brokers

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Minimum Security Condition
Security
It is a Condition Precedent to Liability for Damage at or to the Premises caused by theft or attempted theft that all locks bolts and other protective devices fitted to the Premises be put into full use whenever the Premises are closed for business and are not attended by You or an authorised person for the purpose of the Business where the Premises are occupied by You for Business and residential purposes
(a) the Business portion must be secured as outlined above outside of working hours of the Business
(b) the residential portion must be secured as outlined above when this portion is unattended by You or Your family or other authorised persons

Any additional security conditions that apply will be detailed on Your policy schedule if applicable

Fire Alarm Condition
Fire alarm installations
It is a Condition Precedent to Liability that where any Premises is protected by an automatic fire alarm installation that
(a) the installation (including any automatic alarm signalling) shall be maintained in full and efficient working order at all times and all reasonable steps taken to prevent damage to the installation
(b) an undertaking shall be in force with engineers who are LPS 1014 or BAFE SP203 approved (or engineers as otherwise accepted by Us) to maintain the automatic fire alarm installation and written confirmation shall be obtained from them that the installation is in satisfactory working order following each inspection
(c) the testing servicing and maintenance requirements specified by the manufacturer of the equipment/installing engineers shall be carried out and any defect revealed by the testing promptly rectified
(d) immediate notice shall be given to Us if the level of response to the automatic fire alarm has been or will be reduced or delayed
(e) where there is an external alarm signal You shall appoint at least two keyholders and lodge written details (which must be kept up to date) with the alarm receiving centre
(f) in the event of notification of any activation or alarm fault of the automatic fire alarm a keyholder shall attend the Premises as soon as is reasonably possible
(g) immediate notice shall be given to Us of any disconnection or failure of the automatic fire alarm installation (including any automatic alarm signalling) and any precautions We instruct You to take shall be acted upon
(h) advance notice is given to Us if it is proposed that any part of the
(1) installation (including any automatic alarm signalling) is to be extended altered repaired or rendered inoperative
(2) Premises is to be extended or altered and obtain Our prior written agreement
(i) records of all alarm faults disconnections tests and maintenance visits are kept and made available when required to Our representatives
(j) Our access to the Premises is permitted at all reasonable times for the purpose of inspecting and witnessing the testing of the installation Unless otherwise agreed by Us in writing

Intruder alarms Condition
Definitions specific to this condition
Intruder Alarm System
means the component parts of the intruder alarm system including the means of communication used to transmit signals
Keyholder(s) means You or any person or keyholding company authorised by You who is available at all times

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to accept notification of faults or alarm signals relating to the Intruder Alarm System and attend and allow access to the Premises
It is a Condition Precedent to Liability that where any Premises is protected by an Intruder Alarm System that
(i) where We require an Intruder Alarm System it shall be installed in accordance with the specification agreed in writing by Us and no alteration or variation of the system or any structural alteration to the Premises which would affect the system shall be made without Our written consent
(ii) the Intruder Alarm System shall be maintained in full and efficient working order at all times and be serviced under a maintenance contract approved by Us and immediate notice of any apparent defect in the Intruder Alarm System or its signalling shall be given to the maintenance contractor
(iii) the Intruder Alarm System shall be tested and set whenever the alarmed portion of the Premises is closed for business and is not attended by You or any person authorised by You to be responsible for the security of the Premises provided that any detection devices and their circuits connected for continuous protection shall be fully operative at all times
(iv) all keys including duplicate keys and notes of combination locks/electronic pass codes letters and numbers relative to the Intruder Alarm System shall be removed from the buildings of the Premises whenever they are closed for business and are left unattended provided that at such times if part of the Premises is occupied residentially by You or an authorised employee the said keys shall be removed from the business portion of the Premises to the part occupied residentially
(v) immediate advice shall be given to Us of any notice from the police or a security organisation that Intruder Alarm System signals may be or will be disregarded
(vi) You shall appoint at least two Keyholders and lodge written details (which must be kept up to date) with the alarm company and police authorities
(vii) in the event of notification of any activation of the Intruder Alarm System or interruption of the means of communication during any period that the Intruder Alarm System is set a Keyholder shall attend the Premises as soon as is reasonably possible Unless otherwise agreed by Us in writing

C1668 - Felt and flat roof maintenance condition
Applies to: Little Hands Nursery School, SG8 6ED
It is a CONDITION PRECEDENT TO LIABILITY in respect of any claim for DAMAGE to or DAMAGE directly or indirectly arising from or in connection with any felt or flat roofs at the PREMISES that

at YOUR expense a visual inspection of the condition of the roof(s) is completed every three years by a qualified building surveyor or other competent contractor
any defects identified must be rectified as soon as is reasonably possible or within 60 days from the date of identification whichever is the sooner unless otherwise agreed in writing by US
YOU retain records of the inspection and any remedial works undertaken and make these available to US if required

CCLC090426 - Maintenance of Playgrounds Condition
Applies to:
Applicable to Section 7 Liabilities – Cover 2 Public & products liability

It is a CONDITION PRECEDENT TO LIABILITY that in respect of any playground equipment devices and facilities including sand pits and paddling pools that

all playgrounds are manufactured and installed to the appropriate standard and maintained in good condition
all playgrounds are inspected by a competent person at least weekly and all defects or risks to health or safety immediately rectified
or
the defective equipment device or facility taken out of use

all playgrounds are inspected at least annually by a Royal Society for the Prevention of Accidents (ROSPA) or a Register of Play Inspectors International (RPII) approved inspector
YOU will erect where necessary suitable signs detailing any information that is necessary for the safe use of the facility and clearly stating any restrictions on its use
YOU will determine where supervision is necessary and ensure that it is provided whenever the facilities are in use

Fidelity Guarantee
SCHSDC160625 – Revised Minimum Standards of Control
The following applies to the Fidelity section
Special condition 1 is deleted and restated as follows
1 It is a Condition Precedent to Liability that You shall operate the following Minimum standard of control
All employees with responsibility for money accounts goods computer operation or computer programming shall be instructed as to their duties and responsibilities in respect of the Minimum standard of control and be expected to comply with it.

Minimum standard of control
(i) Funds transfer
(a) All cheques or other bank instruments exceeding £10,000 shall require two manually applied signatures to be added after the amount has been inserted You shall advise Your bankers accordingly No cheque or instrument shall be signed until one signatory has examined the supporting documentation
(b) In respect of funds transfers involving Electronic Instructions no one Employee shall complete a funds transfer payment from beginning to end You will comply with all process and security controls agreed with the bank or other financial institution through which Your transfers are made
(ii) At least quarterly and independently of persons responsible the payroll shall be checked to minimise the possibility that fictitious names and enhanced payments have been included
(iii) Employees receiving cash and cheques in the course of their duties shall be required to remit all monies received and/or bank in full on the day of receipt or within three working days
(iv) Statements of account for all amounts due will be issued at least monthly and direct to customers independently of Employees receiving or collecting monies Action by management shall be taken if an account becomes three months overdue
(v) Independently of the responsible Employees bank statements receipts counterfoils and supporting documents shall be checked at least monthly against the cash book entries and the balance tested with cash and unpresented cheques
(vi) Cash in hand and petty cash shall be checked independently of the responsible Employees at least monthly and additionally without warning every six months
(vii) There will be a physical check on all stock and materials held against verified stock records independent of the responsible Employees at intervals of not more than 12 months except where otherwise stated
(viii) Different Employees acting independently shall be responsible for the ordering of stock and materials the recording of receipt of such and the authorising of payment for them
(ix) Security checks will be built into all computer functions with reconciliations made as necessary
(x) Responsibilities for
(a) authorisation of transaction
(b) processing of transactions and
(c) handling of output shall be exercised by different Employees
(xi) Your accounts including the account of any subsidiary companies shall be examined by external auditors every 12 months
All recommendations or alternatives acceptable to the auditors shall be implemented without

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unreasonable delay
(xii) Every Employee who is responsible for money goods accounts computer operations or programming takes an uninterrupted break from those duties of at least two weeks in each calendar year
(xiii) All supplier/creditor accounts received for payment should be carefully and independently (of those Employees placing orders or settling such accounts) checked and validated directly with the supplier/creditor before payment is authorised No instructions or requests to change any supplier's/creditor's settlement account details shall be accepted or implemented without
(a) the supplier or creditor in question being contacted independently and directly to confirm the change
(b) written confirmation of the change being obtained from a suitably authorised and recognised contact at the supplier/creditor
(c) written confirmation of the change being received independently and directly from the supplier's/creditor's bank

Endorsement(s)

C1008 - Buildings definition - Construction amendment
Applies to:
In accordance with details lodged with and accepted by US specific buildings (or parts of buildings) insured by this Policy are built with materials other than brick stone or concrete and roofed with materials other than slates tiles metal concrete or asphalt

CC183A - Fixed Rate Agreement
Applies to:
Period of Agreement 04/10/2024 to 03/10/2027
Applicable to the following numbered policy sections 1 - Property damage, 3 - Business Interruption and 5 - Money with assault extension
Definitions applicable to this agreement
EARNED PREMIUM
means the premium paid or payable for all sections of the policy applicable to this agreement including all premium adjustments excluding
1. Insurance Premium Tax and any other taxes or levies and
2. any premiums in respect of Terrorism insurance
for the period from the inception of this agreement to the date WE calculate the LOSS RATIO prior to each renewal date
INCURRED CLAIMS
means the sum of
1. all claims paid (including costs and expenses) which occurred or were notified to US during the Period of Agreement and
2. all claims estimated by US in accordance with OUR standard reserving procedures which occurred or were notified to US during the Period of Agreement
for all sections of this policy applicable to this agreement for the period from the inception of this agreement to the date WE calculate the LOSS RATIO prior to each renewal date
LOSS RATIO
means the sum of INCURRED CLAIMS divided by EARNED PREMIUM multiplied by 100
The Agreement
YOU undertake to maintain all applicable sections of this policy for the Period of Agreement
WE agree to renew the policy at each renewal date during the Period of Agreement at the rates of premium existing at the inception date of The Agreement subject to the LOSS RATIO not being higher than 26 percent
Loss Ratio

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If the LOSS RATIO is higher than the percentage stated above WE may amend the rates of premium and terms and if WE do YOU are under no obligation to renew the policy under this agreement
Provided that
1. YOU will notify US immediately of all known claims or incidents that may lead to a claim which occur during the Period of Agreement
2. all values and sums insured upon which the premium is based will be reviewed by YOU prior to each renewal date and updated as appropriate which may include but not be limited to the appropriate level of index linking
3. WE may terminate this agreement or amend the premium rates of tax and terms and conditions of this agreement where
1. there is a change in YOUR business activities which materially increases the risk
2. there are acquisitions or disposals of property or businesses by YOU
3. changes in legislation or material legal precedents are established by any court of law
4. material changes in reinsurance protection are imposed upon US by reinsurers or the availability or cost of reinsurance to US changes
4. YOU will pay all Insurance Premium Tax including any increases in tax as may be applied
5. this agreement does not apply in respect of any Terrorism insurance provided by this policy
6. YOU undertake to complete within the time limits specified any survey risk improvements or other risk management exposures required by US
All other terms conditions and exceptions of the policy continue to apply

CCLI01 - Skateboard/BMX Parks
Applies to:
It is a CONDITION PRECEDENT TO LIABILITY that in respect of the use of skateboard or BMX parks the undernoted precautions will be complied with by YOU:

all structures including the skating surfaces
are manufactured and installed to the appropriate standard and maintained in good condition
are inspected by a competent person at least weekly and
all defects or risks to health or safety immediately rectified
or
the structure taken out of use
YOU will erect where necessary suitable signs detailing any information that is necessary for the safe use of the facility and clearly stating any restrictions on its use
YOU will determine where supervision is necessary and ensure that it is provided whenever the facilities are in use
WE will not provide indemnity in respect of BODILY INJURY to persons taking part in activities in the skateboard or BMX parks unless arising solely from defects in the structure of the skateboard or BMX park or the defective condition of the associated premises

CCPD01 - Amendment to Contents definition
Applies to:
The Contents definition is deleted and replaced with the following:

CONTENTS

means business equipment computers plant machinery furniture fixtures and fittings consumable stock not for sale and all other contents belonging to YOU or for which YOU are legally responsible or which are entrusted to YOU whilst at the PREMISES and elsewhere as stated in the policy and the schedule

Contents includes the following property subject to the limits shown under the Limit of liability

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paragraph of this section

The cost of materials labour and computer time in reproducing
documents manuscripts and business books
patterns models moulds plans and designs
computer systems records
but not any cost in connection with producing information to be recorded or the value of information to YOU
the PERSONAL BELONGINGS of the following whilst at the PREMISES
directors trustees officials partners employees
visitors
other persons as shown in the schedule
personal money of those specified in (2)
Excluding

STOCK
landlords fixtures or fittings
cash or money instruments of any description whether negotiable or non-negotiable (other than personal money noted in (4) above)
any living creatures

trees shrubs plants or other vegetation (except where more specifically noted by this policy)

explosives

prints paintings drawings rare books pieces of tapestry sculptures or other works of art

jewellery precious stones or precious metals bullion furs or curiosities

any other property more specifically insured

CCPD02 - Tenant's improvements definition
Applies to:
The following definition is added

TENANT'S IMPROVEMENTS

means improvements and decorations belonging to YOU or for which YOU are legally responsible in or on the BUILDINGS and elsewhere as stated in the policy and the schedule

It is important that you read and understand these endorsements, exclusions, limitations and other conditions and warranties. Please contact us if you require any further explanation or assistance.

Failure to adhere to any significant endorsements and other conditions and warranties can invalidate your policy, compromise your cover and result in claims not being paid. It is therefore vital that you are clear on your responsibilities. Some insurers may void the policy, apply different terms or decline any part of a claim in the event of non-compliance.

The **Policy Wording** will include conditions that you must meet so cover applies if a claim is made. The insurer can refuse to pay out if all the policy's conditions are not met.

The policy may also include warranties. A **warranty** is a contractual term you must comply with; if a warranty is not fulfilled, the insurer can suspend cover or cancel it.

An exclusion is a clause in the policy that states which risks the insurance won't cover.

Finally, the proposal from the insurer can contain conditions called **subjectivities**. A subjectivity is something the insurer will want you to carry out within a specified timescale. For example, Cover may be subject to a survey or the requirement to complete a proposal form. There will often be a deadline date for you to comply with these subjectivities and if you fail to meet the deadline then this may impact the cover being provided and any claims submitted.

Excesses

The insurer may also add an excess. An excess is the amount you need to pay in the event of a claim and is therefore not covered by your insurance policy.

Information You Must Disclose

The terms of any insurance that we arrange on your behalf will be based upon the information provided by you.

You must disclose all 'Material Circumstances' to us or your insurers, both at the outset and throughout the period of insurance cover. Material Circumstances are all the items of information that may influence the insurer's decision as to whether to provide cover for your risk, the premium to be charged, and the terms of your insurance.

To identify what must be disclosed, you are required to carry out a reasonable search of your business and its activities.

As part of the search, you should consult with all senior management. This includes anyone who plays a significant role in the making of decisions regarding your business, regardless of whether that individual is a member of your board or is formally in a management role. This might include people such as site managers, risk managers, operational and business leaders. You will need to consider where to draw the line given the management of your business.

The most serious consequence of failing to disclose material information could be the invalidation of your cover. In that instance it would mean that a claim will be rejected.

The following must be disclosed:

- Claims and loss history
- Losses or incidents where claims were not made
- Criminal (non-motoring) Convictions
- Significant adverse credit history such as a CCJ
- Previous declinature by insurers to provide cover

Further examples of what might be a Material Circumstance will vary from business to business and according to the type of policy and might include:

- Activities in hazardous locations
- Airside or waterborne activities
- Employee disputes
- Theft or fraud by an employee
- Claims made against a director or trustee, even if in connection with a different organisation
- Types of processes undertaken

- Types of goods stored e.g. hazardous or flammable
- Changes to your address
- Property construction
- Planned building works
- Previous fires or damage at the property
- Potential change in the territories in which your services are provided
- Anticipated significant increase in your fee income
- HSE investigations or prosecutions
- A potential change in your business activity
- Acquiring another company

During the lifetime of the policy, you must notify us immediately of any changes in circumstance which may increase the possibility of loss, damage or legal liability covered by this policy.

This list is not exhaustive and if you are in doubt as to whether any change in your circumstances need to be notified to insurers then please contact us with the details as soon as possible.

Claims

It is a condition of any insurance policy that all claims, losses, or incidents that may give rise to a claim are reported as soon as possible. Failure to do so may result in a claim not being paid either in part or in full. It is therefore very important to report any incident without delay. We are here to help you when you need to make a claim. You can contact our claims team using the details below:

Clear Insurance Management
AGM House
Barton Close, Grove Park
Enderby, Leicester
LE19 1SJ
leicesterclaims@thecleargroup.com
0116 2819 208

We recommend that you save our claims contact details and other important information in a secure location that can be easily accessed in an emergency (such as cloud storage or on a mobile device).

You will also find instructions in your policy documents about what you should do in the event of a loss occurring.

Payment Options

Please see below for ways your premium can be paid:

Credit/Debit Card	Call us to make a payment over the phone.
BACS/Automatic Transfer	Account Name: Clear Insurance Management Ltd Non-Statutory Trust GBP Client Account Account No.: 65304586 Sort Code: 60-15-03 Reference: 176977923
Premium Finance	It may be possible to pay your premiums by instalments. Please contact us to discuss your options.

If we receive payment without prior confirmation, we will accept this as agreement to the terms set out in this letter and instruction to proceed with the policy. If you would like to discuss this or make any changes to your policy, please contact us as soon as possible.

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Terms of Business for Commercial Clients

Thank you for inviting Clear Insurance Management Limited to assist you with your insurance requirements. We undertake to use our skill and care to provide you with the ability to survive the insurable events for which you have asked us to provide cover.

This document sets out the terms on which we agree to act for you and contains details of our regulatory and statutory responsibilities as well as your obligations. It supersedes all versions previously issued by us.

We ask that you carefully read the content and contact us immediately should you require further clarification. These terms become effective as soon as we start exchanging information about your insurance requirements.

ABOUT US

Clear Insurance Management Limited (Clear) is an independent insurance broker, authorised and regulated by the Financial Conduct Authority (FCA) to transact general insurance and consumer credit business.Clear Private Clients, Clear Employee Benefits, Clear Risk Management, ClearLi, Inspire Credit Management, Clear Self Build, Clear Real Estate, Rycroft Associates, Clear Councils, Pi-Property Insurance, Marketline, LawSure, LawSure Insurance Brokers, Assured Indemnities, Techinsure, Arborplan, Covermarque, Toogoods, Shire Insurance Services and British Activity Holiday Insurance Services (BAHIS) are trading names of Clear Insurance Management Limited. Our Financial Services Register number is 307982. You can check this information on the Financial Services Register by visiting the FCA's website at https://register.fca.org.uk/ or by contacting the FCA on 0800 111 6768 (Freephone) or 0300 500 8082 from the UK, or +44 207 066 1000 from abroad.

We are members of the British Insurance Brokers' Association (BIBA) and the Brokerbility network of independent insurance brokers.

OUR PRODUCTS AND SERVICES

As an independent insurance broker, we have access to a wide range of insurance products from many leading insurance companies and Lloyd's underwriters.

Unless otherwise advised, the services we provide (the 'Services') are as follows:

- Acting on your behalf when sourcing and placing your insurance and with any claims made on policies we have arranged
- Providing advice on your risk exposure and insurance needs, based on a fair analysis of the market
- Arranging cover to meet your demands and needs
- Helping with ongoing changes

Clear is not under a contractual obligation to conduct insurance distribution exclusively with one or more insurance undertakings and does not provide personal recommendations. Clear provides advice on the basis of a fair analysis of the market unless we specifically state otherwise.

Unless you tell us otherwise we will act on the understanding that we have your authority to agree to insurance policy wordings on your behalf.

METHODS OF COMMUNICATION

We will normally communicate with you by post, telephone and where available email, in addition to any meetings we may have with you. Other formats are available on request.

Please let us know if you would prefer not to receive communications by any particular medium.

Please note that telephone calls may be recorded for training and monitoring purposes.

INSURER SECURITY

Whilst we monitor the financial strength of the insurers with whom we place business it should be noted that the claims-paying ability of even the strongest insurers could be affected by adverse business conditions. We cannot, therefore, guarantee the solvency of any insurer or underwriter.

A liability for the premium, whether in full or pro rata, may arise under policies where a participating insurer becomes insolvent.

RISK INFORMATION

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The terms of any insurance that we arrange on your behalf will be based upon the information provided by you to us or to your insurers.

As a commercial customer, or someone buying insurance mainly for purposes related to your trade, business or profession, you have a duty to give a 'fair presentation' of the risk to insurers. This means that you must clearly disclose every material circumstance which you, your senior management or persons responsible for arranging your insurance, know or ought to know following a reasonable search, before your cover is placed, when it is renewed and throughout the life of the policy. A material circumstance is anything that may influence an insurer's judgement over whether to take the risk and, if so, on what terms. If you are in any doubt as to whether a circumstance is material, you are advised to disclose it. Failure to disclose a material circumstance may entitle an insurer to impose different terms on your cover or reduce the amount of a claim payable, and in some cases your cover could be invalidated which would mean that a claim would not be paid. You are advised to keep copies of any correspondence you send to us or direct to your insurers.

OUR REMUNERATION
Remuneration for our services is normally in the form of commission (or brokerage) which is a percentage of your insurance premium and payable by the insurer, a fee, as agreed with you, or a combination of the two.

The work associated with administering your insurance policies varies in proportion to the size and complexity of the policy being arranged. The Policy Administration Fees charged by Clear Insurance Management vary dependent on the policy premium applicable, in reflection of this variance in administration workload between different policies. If you require additional details of Clear's Policy Administration fee structure, please contact us

We may also receive income from providers of premium financing facilities where, with your agreement, we have made such arrangements on your behalf.

We may sometimes also earn income for the provision of other services to you, which will be agreed with you on an individual basis.

In the event of a policy being cancelled mid-term, and not replaced by another policy, we reserve the right to retain the commission and any fees earned on the original transaction.

For each insurance policy, including any subsequent renewal, you have a right to request information regarding any remuneration that we have received as a result of placing your insurance business.

CHARGES
An Administration Fee of £20 may be levied if a cheque payment for premiums due fails to clear through the banking system.

If you make any changes to your policy after the inception or renewal date, we will charge a £25.00 Administration Fee in addition to any premium decrease/increase applied by your insurer.

SETTLEMENT TERMS
You are responsible for the prompt settlement of insurance premiums so that we can make the necessary payments to your insurers. Unless otherwise advised, premiums and related fees are due prior to renewal or inception of the policy.

We have no obligation to fund any premiums on your behalf and reserve the right to cancel or lapse your Insurance Policy or cover if you fail to make any payment as it falls due. We cannot be held responsible for any loss which you may suffer as a result of a policy being cancelled or otherwise prejudiced due to the late payment of a premium where the delay is attributable to you.

You shall pay all amounts due in full without any deduction or withholding except as required by law and you shall not be entitled to assert any credit, set-off or counter claim against us in order to justify withholding payment of any such amount in whole or in part. We may, without limiting our other rights or remedies, set-off any amount owing to us against any amount payable by us to you. In the event of late payment, you may be required to pay statutory interest from the due date until the date it is paid.

All amounts payable by you are exclusive of amounts in respect of value added tax chargeable for the time being (VAT). Where any taxable supply for VAT purposes is made by us to you, you shall, on receipt of a valid VAT invoice from us, pay to us such additional amount in respect of VAT as is chargeable at the same time as payment is due.

METHODS OF PAYMENT
We normally accept payments by cheque, credit or debit card or by bank transfer.

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Payment by instalments can be arranged with specialist premium finance providers (please note that we act independently of any particular provider). We will give full information about premium payment options when we provide quotations and at renewal. We act as Credit Broker and not the lender.

In the absence of your instructions to the contrary before expiry date, we will automatically renew your policy if payment is usually made by direct debit.

PERSONAL CREDIT CHECKS
To comply with Consumer Credit legislation, providers of personal credit are required to carry out affordability assessments before making advances of credit. This means that whenever we are asked to arrange personal premium finance, we will pass your name, address and date of birth to the finance provider, to enable it to carry out an assessment. In assessing your application, the provider may search information held by a credit reference agency.

Please note the credit reference agency will add details of the search and your application to their records, whether or not your application proceeds, whilst a record of the search will be added to your credit record, we are advised this will not have any detrimental effect on your credit rating or history.

CREDIT AGREEMENT PAYMENT DEFAULTS
If any direct debit or other payment due in respect of a credit agreement entered into with our suggested provider of premium finance to pay insurance premiums, associated fees and charges is not met when presented for payment, or if you end or do not complete such credit agreement, you acknowledge and agree that it may be necessary for us or the premium finance provider to cancel on your behalf the insurance policies being paid by the said agreement, unless you immediately make other arrangements to pay the remaining balance of the insurance premiums. After cancellation, you agree that you will be responsible for any time on risk charge still outstanding and the finance provider's reasonable costs after application of any refunds allowed by the insurers. You will be responsible for putting in place any alternative insurance arrangements you need, unless you have been able to satisfy the requirements we may have in such a situation to provide an alternative solution.

HANDLING CLIENT AND INSURER MONEY
We hold money received for premiums, return premiums and claims under a non- statutory trust in accordance with the FCA Client Money rules.

1. The Non-Statutory Trust permits us to hold client money as Designated Investments. Any shortfall attributable to falls in market value of client money held as a designated investment in accordance with CASS 5.5.14R will be met by us.
2. The Non-Statutory Trust Deed permits us to use client money held to make advances of credit to our clients in order to fund premiums and facilitate prompt refund and claim payments, subject to strict controls.

In dealing with us you agree to our holding client money in this way. A copy of the Trust Deed is available on request.

In most cases under the terms of our agencies, such money is held on behalf of the insurer at the risk of the insurer who permits their money to be mingled with client money whilst subordinating their own rights to the rights of the clients. Otherwise monies are held on behalf of the client until the insurer is paid. In some cases client money is passed to other authorised intermediaries for onward payment to insurers.

Returns earned on client money and designed investments will be retained by Clear for its own use.

MANAGING YOUR DATA
At Clear we take the protection of our customers' data seriously.

In sourcing, arranging and administering your insurance policies we will need to collect personal information and keep it up to date. We also need to share information with other parties such as insurers, loss adjustors and claims handling companies.

We may also use the data we hold about you to provide you with information about other products and services which we feel are appropriate.

Our Customer Privacy Notice provides details of how we use and share your information as well as your rights and how to exercise them. You can access it at www.thecleargroup.com/privacy-policy or contact us if you would like us to send you a copy.

QUOTATIONS

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Unless stated otherwise in our documentation, all quotations provided for new insurances are valid only for a period of 30 days from the date of issue.

You should be aware that quotations may change or be withdrawn if the information given to us or your insurers in proposal forms or declarations differs from that provided at the time the quotation was issued.

CHANGES TO YOUR COVER

We will normally deal with any requests to increase or amend cover on the day your instructions are received, or the next working day if a weekend or public holiday. Sometimes changes cannot be processed without obtaining additional information. If additional information is required we will contact you as quickly as possible.

We will confirm changes to your policy, once agreed, in writing. We will also advise you of any extra premiums you must pay or premiums we must return to you. Refunds of less than £25 may be held to your credit and offset against future premium payments unless you specifically request otherwise.

RECEIPT OF INSTRUCTIONS

We do not consider instructions to arrange or change cover which are sent to us by post, electronic mail or facsimile, or left on voicemail, to have been received until they reach the relevant personnel in our offices. We do not consider instructions sent by text message to have been received until we have responded to the specific message.

We do not accept responsibility for instructions which do not reach us at all due to failures in the postal, electronic or telecommunications systems.

DOCUMENTATION

Our aim is to produce documentation and issue correspondence in a clear and understandable format. In the event of any uncertainty we would ask you to let us know immediately. Our staff are always happy to clarify the cover provided.

You should check all policy documentation to ensure that the details are correct and the cover provided meets with your requirements. Any errors should be notified to us immediately.

All policies contain conditions and exclusions and some contain warranties and excesses. It is your responsibility to examine the documentation to familiarise yourself with these. A breach of a policy condition may result in non-payment of a claim and breach of a warranty may invalidate or suspend the cover if it is not complied with precisely. If you do not fully understand any of your policy terms and conditions or exclusions please contact the office for a fuller explanation.

We recommend that you keep policy documents for as long as a claim is possible under the policy. If your policy includes Employers' Liability insurance, it is prudent to keep a copy of all Employers' Liability Certificates issued.

TRANSFERRED BUSINESS

If we take over the servicing of insurance policies which were originally arranged through another insurance broker or intermediary or directly with an insurer, we do not accept liability for any claim arising out of the advice given by that broker, intermediary or insurer, nor for any errors, omissions or gaps in your current insurance protection.

Please contact us without delay should any aspect of a policy, which has been transferred to us cause you concern or if you need an immediate review. Otherwise we will endeavour to review all transferred policies as they fall due for renewal.

MAKING A CLAIM

Many insurers provide a 24-hour Helpline in respect of claims and you should consult your policy documentation for contact details.

You must report all incidents that could give rise to a claim as soon as you become aware of them, either by contacting your insurer on their helpline or by telephoning our office. You will be advised if you need to complete a claim form or produce documentation to support your claim.

Claim payments will be made in favour of the name shown on the policy. If payment is required to a third party, a signed mandate instruction is required for the insurer to make payment to a specific payee along with a brief explanation for the request.

In certain circumstances late notification may result in your claim being rejected.

If the claim involves damage to your property, please do not dispose of damaged items and/or authorise repair work (except in an emergency or to prevent further damage) until we or your insurers advise that you can.

If your claim involves damage to third party property or injury to persons please pass copies of all correspondence, including solicitors' letters, to us immediately and unanswered. Any attempt to negotiate or respond to the incident, without prior reference to your insurers or us, may prejudice your cover.

You should be aware that a claim arising after renewal of the policy has been invited, may affect the assessment and acceptance of renewal by your insurers.

CONFLICTS OF INTEREST
We aim at all times to treat you fairly. We will not deliberately put ourselves in a position where our interests, or our duties to another party, prevent us from discharging our duty to you. We maintain internal procedures and controls to identify and manage any potential conflicts so that at all times the interests of our customers are reasonably protected.

Where potential conflicts are particularly complex or difficult to manage, we will seek to agree with you the best way to protect your interests and may ask you to confirm that you are happy to proceed on that basis.

COMPLAINTS PROCEDURE
We recognise the importance of service and set ourselves high standards. Should there be an occasion when we do not meet your expectations we are equally committed to dealing with any complaint in a thorough and professional manner.

If you wish to register a complaint or request a copy of our complaints procedures please contact us:

- In writing, addressed to Complaints at the address shown at the end of this document;
- By telephone to 020 7280 3450
- By email to complaints@thecleargroup.com
- If you cannot settle your complaint with us you may be entitled to refer it to the Financial Ombudsman Service (FOS). You can find out more about this by visiting the FOS web site at www.financial-ombudsman.org.uk.

If you are not eligible for referral to the FOS, Clear has an appeal process that ensures that your complaint is reviewed by a senior manager not involved in the original Complaint handling.

A copy of our procedures for dealing with complaints is available on request.

FINANCIAL SERVICES COMPENSATION SCHEME
We are included in the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the FSCS if we cannot meet our obligations. This depends on the type of business and the circumstances of the claim.

Insurance advising and arranging is covered for 90% of the claim, without any upper limit. For compulsory classes of insurance, insurance advising and arranging is covered for 100% of the claim, without any upper limit.

Further details about compensation scheme arrangements are available from the FSCS.

TERMINATION OF AUTHORITY
You may terminate our authority to act on your behalf with 14 days' written notice or as otherwise agreed. Notice of this termination must be given in writing and will take effect from the date of receipt. Termination is without prejudice to any transactions already initiated unless otherwise agreed in writing. You will be liable to pay for any transactions or adjustments effective prior to termination and we will be entitled to retain any and all fees or brokerage payable in relation to policies placed by us prior to the date of termination. At the point of termination of authority, all claims previously notified will become the responsibility of the new broker unless otherwise previously agreed in writing.

CANCELLATION OF POLICIES
If you wish to cancel your policy you may be entitled to a refund of part of your premium as long as no claims have occurred during the time you have been on cover. The refund due may not necessarily be proportionate to the remaining period of cover. Additionally you should note the following:

- Insurers do not normally allow refunds in cases where a minimum and deposit premium has been charged
- Cancellation may not be possible until you return your certificate of insurance to us or your insurers
- Cancellation of a direct debit does not necessarily cancel a policy and any balance of premium owing may be requested by the insurers.

When your policy ends or is cancelled, we will send you any documentation and information to which you are entitled on request.

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insurance management

LIMITATION OF LIABILITY
We do not accept any responsibility or liability to you under any circumstances for any:

a) Special, indirect or consequential loss or damage or any loss of profit, income, anticipated savings, production or accruals; or
b) Loss following declinature of a claim, or reduction of any claim indemnity payment or avoidance of your policy by an insurer which results from your:

    i) failure to provide complete and/or accurate information which we or your insurer have requested from you in quoting for any risk we place on your behalf;
    ii) breach of any terms, conditions or warranties within your policy of insurance; or
    iii) failure to comply with any of the claims conditions in your policy of insurance.

    Sub-clauses ii) and iii) above do not apply where such breach or failure was caused as a direct result of a breach of duty in the provision of professional services.

Unless otherwise agreed in writing, our total aggregate liability to you in respect of any one claim or series of related claims shall not exceed £10,000,000 (Ten Million Pounds Sterling).

Our liability to you shall also be limited the extent of our responsibility for any loss, taking into account the responsibility of other parties, including you and any sub-broker or placing broker. You agree that our liability shall not be increased by your inability to recover from such other person or party, or your decision not to recover from any other person or party.

Nothing in these terms excludes or limits our liability for death or personal injury caused by our negligence, or for any fraud, fraudulent misrepresentation or breach of any regulatory obligation.

FORCE MAJEURE
We shall not be liable to you if we are unable to perform our service as a result of any cause beyond our reasonable control. In the event of any such occurrence affecting us we shall notify you as soon as reasonably practicable.

LAW AND JURISDICTION
These Terms of Business shall be governed by and construed in accordance with English Law. In relation to any legal action or proceedings arising out of or in connection with these Terms of Business we both irrevocably submit to the exclusive jurisdiction of the English courts.

Clear Insurance Management Limited
24 Monument Street
London
EC3R 8AJ

Company Reg. No: 3712209

Commercial Terms of Business v1.24
September 2026

Clear Insurance Management Limited is authorised and regulated by the Financial Conduct Authority (FCA). You can check these details on the Financial Services Register by visiting the FCA's website (www.fca.org.uk). Our FCA number is 307982. Registered in England and Wales, No. 3712209. Registered office: 24 Monument Street, London, EC3R 8AJ.

Broker at LLOYD'S
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Council policy pack

Your policy schedule

Insured
Melbourn Parish Council

Your Policy Number
LCO02385

Business Description
Local Council

Date of Issue
14/09/2026

Period of Insurance
From 04/10/2026 to 03/10/2027

Reason for Issue
Renewal

Broker
Clear Insurance Management Ltd, AGM House, 3 Barton Close, Grove Park, Enderby, Leicester, LE19 1SJ

This schedule gives details of the cover you have chosen for your policy. It also gives details of your premium and excesses or clauses that apply.

What you need to do:

- **Read this schedule alongside the Clear Councils Insurance Policy Wording.** Any words or phrases which appear in **block capitals** will have either the meaning that is shown in the policy or cover section definitions part of the policy wording.
- **Contact** Clear Insurance on 0330 013 0036 or councils@thecleargroup.com if you:
  - want to make any changes or anything is incorrect
  - need a copy of the policy wording

Your premium

Premium	Insurance Premium Tax (IPT)	Total Premium
£10,443.30	£1,253.20	£11,696.50

Your policy schedule

This summary shows which sections and cover apply to you. The details including limits and excesses follow this summary.

Your cover at a glance

The following sections of cover apply to your policy. Sections 1 to 2 are location specific

Location 1 - cover applying to	Melbourn Sports Pavilion, The Moor Melbourn Royston Cambridgeshire SG8 6ED
Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗
Location 2 - cover applying to	Cemetery Building Orchard Road Melbourn Hertfordshire SG8 6HL
Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗
Location 3 - cover applying to	Cemetery Lychgate Orchard Road Melbourn Hertfordshire SG8 6HL
Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗
Location 4 - cover applying to	Old Fire Engine House High Street Melbourn Hertfordshire SG8 6ED

Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗

Location 5 - cover applying to	Little Hands Nursery School The Moor Melbourn Hertfordshire SG8 6ED

Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗

Location 6 - cover applying to	Melbourn Community Hub (incl Solar Panels at £30k) 30 High Street Melbourn Hertfordshire SG8 6DZ

Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗

Location 7 - cover applying to	Car Park Workshop and Garage Parish Council Car Park, High Street Melbourn Hertfordshire SG8 6DZ

Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗

Location 8 - cover applying to	Churchyard Wall, All Saints Church The Cross Melbourn Cambridgeshire SG8 6DY

Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗

Location 9 - cover applying to	Boardwalk Nr Stockbridge Meadows Melbourn Royston Cambridgeshire SG8 6FG

Section 1 – Property damage	✓
Section 2 – Fine art and collections	✗

General covers applying to all locations

Section 3 – Business interruption	✓
Section 4 – Goods in transit	✓
Section 5 – Money with assault extension	✓
Section 6 – Personal accident	✓
Section 7 – Liabilities	✓
Section 8 – Reputational risks	✓
Section 9 – Hirers' liability	✓
Section 10 – Trustees' and management liability	✓
Section 11 – Legal expenses	✓
Section 12 – Fidelity	✓
Section 13 - Terrorism	✗

Details of your cover – location covers

Section 1 – Property damage

The table below shows the items which are covered by the Property damage section, and the amount they would be insured for.

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£9,042,715	£7,535,596
CONTENTS	£214,286	£178,572
Street Furniture	£120,000	£100,000
Walls, Gates and Fences	£259,050	£215,875
Playground Equipment	£200,793	£167,328
War Memorials	£143,769	£119,808
CCTV Equipment	£26,764	£22,304
Ground Surfaces	£81,944	£68,287
Mowers and Machinery	£30,000	£25,000
Sports Equipment	£36,000	£30,000

Excesses

The table below shows the excess you will need to pay in the event of a claim unless otherwise stated elsewhere in this schedule.

Causes	Excess
RESTRICTED PERILS unless listed below	£250
SUBSIDENCE	£1,000
FIRE	£250
Deterioration of refrigerated stock	£50
All other losses	£250

Location 1 - cover applying to	Melbourn Sports Pavilion, The Moor Melbourn Royston Cambridgeshire SG8 6ED

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£1,747,197	£1,455,998

Extension 31 Subsidence

Insured

Location 2 - cover applying to	Cemetery Building Orchard Road Melbourn Hertfordshire SG8 6HL

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£108,345	£90,288

Extension 31 Subsidence

Insured

Location 3 - cover applying to	Cemetery Lychgate Orchard Road Melbourn Hertfordshire SG8 6HL

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£236,755	£197,296

Extension 31 Subsidence

Insured

Location 4 - cover applying to	Old Fire Engine House High Street Melbourn Hertfordshire SG8 6ED

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£152,109	£126,758

Extension 31 Subsidence

Insured

Location 5 - cover applying to	Little Hands Nursery School The Moor Melbourn Hertfordshire SG8 6ED

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£2,537,217	£2,114,348

Extension 31 Subsidence

Insured

Location 6 - cover applying to	Melbourn Community Hub (incl Solar Panels at £30k) 30 High Street Melbourn Hertfordshire SG8 6DZ

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£3,070,920	£2,559,100

Extension 31 Subsidence

Insured

Location 7 - cover applying to	Car Park Workshop and Garage Parish Council Car Park, High Street Melbourn Hertfordshire SG8 6DZ

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£263,715	£219,763

Extension 31 Subsidence

Insured

Location 8 - cover applying to	Churchyard Wall, All Saints Church The Cross Melbourn Cambridgeshire SG8 6DY

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£809,456	£674,547

Extension 31 Subsidence

Insured

Location 9 - cover applying to	Boardwalk Nr Stockbridge Meadows Melbourn Royston Cambridgeshire SG8 6FG

Item Insured	Sum Insured	Declared/Full Value
BUILDINGS	£116,997	£97,498

Extension 31 Subsidence

Not Insured

Specified Property away from the PREMISES

Item	Sum Insured	Location	Excess
Regalia	£0	Anywhere within the **GEOGRAPHICAL LIMITS**	£250

Section 2 – Fine art and collections

Section does not apply

Details of your cover – general covers

The cover provided here applies on a general basis (excluding any premises where a section is more specifically insured). Any limits provided apply once only to the whole policy.

Section 3 – Business interruption

The table below shows the cover provided by the Business interruption section, and the amounts you would be insured for.

Item Insured	Sum Insured	Maximum Indemnity Period
REVENUE	£15,000	12 Months
RENT RECEIVABLE	£78,000	36 Months
Additional Cost of Working	£10,000	12 Months
Additional Increased Cost of Working	£0	12 Months

Section 4 – Goods in transit

Limit Any one vehicle	Estimated annual carrying or value	Excess
£2,500	£30,000	£100

Section 5 – Money with assault extension

The table below shows the limit of liability for any one occurrence.

Cover A - Money

Types of Money	Limit of Liability
NON-NEGOTIABLE MONEY	£250,000
OTHER MONEY	
On the premises/in a locked safe during business hours	£2,500
In transit	£2,500
In any other circumstances	£500
Money in safes out of business hours	
Unspecified safe	£1,500

Cover B – Assault extension

Number of units	10

Section 6 – Personal accident	
Cover 1 – Clerk absence	Not Insured
Cover 2 – Personal accident	Insured

Insured persons or category of persons	Cover type	Number of units insured	Deferment period
EMPLOYEES and AUTHORISED VOLUNTEERS	Cover B	10	14 Days

Type of injury	Benefit payable per unit
Death	£10,000
LOSS OF LIMB(S) or LOSS OF EYE(S) or LOSS OF HEARING	£10,000
PERMANENT TOTAL DISABLEMENT	£10,000
TEMPORARY TOTAL DISABLEMENT	£20 per week
TEMPORARY PARTIAL DISABLEMENT	£10 per week
Cover 3 – Key person	Insured

Section 7 – Liabilities

The tables below show the cover provided by the Liabilities section, and the amounts you would be insured for.

Cover 1 – Employers' liability

Limit of indemnity
£10,000,000

Cover 2 – Public & products liability

Limit of indemnity	Excess
£10,000,000	£250 Third party property damage only

Public liability extensions	
Extension	**RETROACTIVE DATE**
Legionellosis	Not Applicable

Section 8 – Reputational risks

The table below shows the cover provided by the Reputational risks section, and the amounts you would be insured for.

Cover	Limit of Liability
Cover 1 – Libel and slander	Insured
Cover 2 – PR Crisis Communication (Cover A Claims Related)	£25,000
Cover 3 – Death of Patron	Insured

Section 9 – Hirers' liability

The table below shows the cover provided by the Hirer's liability section, and the amounts you would be insured for.

Risk address	Melbourn Sports Pavilion, The Moor Melbourn Royston Cambridgeshire SG8 6ED

Limit of indemnity	Estimated hiring charges	Third party property damage excess
£1,000,000	£50,000	£250

Section 10 – Trustees' and management liability

The table below shows the cover provided by the Trustees' and management liability section, and the amounts you would be insured for.

Cover	Limit of indemnity	Wrongful Act Date	Excess
Cover 2 – Trustees' and management liability	£500,000	Not Applicable	£250

Section 11 – Legal expenses

Reference number: TS5/6773743

Insured Events	Population Size	Limit of indemnity
All INSURED EVENTS excluding Contract disputes and Debt recovery	Council Population Size 5,001 - 10,000	£250,000

Section 12 - Fidelity

The table below shows the cover provided by the Fidelity section, and the amounts you would be insured for.

Category	Limit of indemnity	Excess
All employees	£250,000	£250
Aggregate limit of indemnity:	£250,000	

Section 13 - Terrorism

Section does not apply

Details of your cover – general covers

Clauses applying to the whole of your policy

CC183A - Fixed Rate Agreement

Period of Agreement 04/10/2024 to 03/10/2027

Applicable to the following numbered policy sections 1 - Property damage, 3 - Business Interruption and 5 - Money with assault extension

Definitions applicable to this agreement

EARNED PREMIUM

means the premium paid or payable for all sections of the policy applicable to this agreement including all premium adjustments excluding

1. Insurance Premium Tax and any other taxes or levies and
2. any premiums in respect of Terrorism insurance

for the period from the inception of this agreement to the date WE calculate the LOSS RATIO prior to each renewal date

INCURRED CLAIMS

means the sum of

1. all claims paid (including costs and expenses) which occurred or were notified to US during the Period of Agreement and
2. all claims estimated by US in accordance with OUR standard reserving procedures which occurred or were notified to US during the Period of Agreement

for all sections of this policy applicable to this agreement for the period from the inception of this agreement to the date WE calculate the LOSS RATIO prior to each renewal date

LOSS RATIO

means the sum of INCURRED CLAIMS divided by EARNED PREMIUM multiplied by 100

The Agreement

YOU undertake to maintain all applicable sections of this policy for the Period of Agreement

WE agree to renew the policy at each renewal date during the Period of Agreement at the rates of premium existing at the inception date of The Agreement subject to the LOSS RATIO not being higher than 26 percent

Loss Ratio

If the LOSS RATIO is higher than the percentage stated above WE may amend the rates of premium and terms and if WE do YOU are under no obligation to renew the policy under this agreement

Provided that

1. YOU will notify US immediately of all known claims or incidents that may lead to a claim which occur during the Period of Agreement
2. all values and sums insured upon which the premium is based will be reviewed by YOU prior to each renewal date and updated as appropriate which may include but not be limited to the appropriate level of index linking
3. WE may terminate this agreement or amend the premium rates of tax and terms and conditions of this agreement where
    1. there is a change in YOUR business activities which materially increases the risk
    2. there are acquisitions or disposals of property or businesses by YOU
    3. changes in legislation or material legal precedents are established by any court of law
    4. material changes in reinsurance protection are imposed upon US by reinsurers or the availability or cost of reinsurance to US changes
4. YOU will pay all Insurance Premium Tax including any increases in tax as may be applied
5. this agreement does not apply in respect of any Terrorism insurance provided by this policy
6. YOU undertake to complete within the time limits specified any survey risk improvements or other risk management exposures required by US

All other terms conditions and exceptions of the policy continue to apply

Clauses applying to Section 1 – Property damage

CCPD01 - Amendment to Contents definition

The Contents definition is deleted and replaced with the following:

CONTENTS

means business equipment computers plant machinery furniture fixtures and fittings consumable stock not for sale and all other contents belonging to YOU or for which YOU are legally responsible or which are entrusted to YOU whilst at the PREMISES and elsewhere as stated in the policy and the schedule

Contents includes the following property subject to the limits shown under the Limit of liability paragraph of this section

1. The cost of materials labour and computer time in reproducing
    a. documents manuscripts and business books
    b. patterns models moulds plans and designs
    c. computer systems records
   but not any cost in connection with producing information to be recorded or the value of information to YOU
2. the PERSONAL BELONGINGS of the following whilst at the PREMISES
    a. directors trustees officials partners employees
    b. visitors
    c. other persons as shown in the schedule
3. personal money of those specified in (2)

Excluding

i. STOCK
ii. landlords fixtures or fittings
iii. cash or money instruments of any description whether negotiable or non-negotiable (other than personal money noted in (4) above)

any living creatures

trees shrubs plants or other vegetation (except where more specifically noted by this policy)

explosives

prints paintings drawings rare books pieces of tapestry sculptures or other works of art

jewellery precious stones or precious metals bullion furs or curiosities

any other property more specifically insured

CCPD02 - Tenant’s improvements definition

The following definition is added

TENANT'S IMPROVEMENTS

means improvements and decorations belonging to YOU or for which YOU are legally responsible in or on the BUILDINGS and elsewhere as stated in the policy and the schedule

C1008 - Buildings definition - Construction amendment

Applies to premises - Cemetery Lychgate, SG8 6HL

In accordance with details lodged with and accepted by US specific buildings (or parts of buildings) insured by this Policy are built with materials other than brick stone or concrete and roofed with materials other than slates tiles metal concrete or asphalt

C1008 - Buildings definition - Construction amendment

Applies to premises - Little Hands Nursery School, SG8 6ED

In accordance with details lodged with and accepted by US specific buildings (or parts of buildings) insured by this Policy are built with materials other than brick stone or concrete and roofed with materials other than slates tiles metal concrete or asphalt

C1668 - Felt and flat roof maintenance condition

Applies to premises - Little Hands Nursery School, SG8 6ED

It is a CONDITION PRECEDENT TO LIABILITY in respect of any claim for DAMAGE to or DAMAGE directly or indirectly arising from or in connection with any felt or flat roofs at the PREMISES that

1. at YOUR expense a visual inspection of the condition of the roof(s) is completed every three years by a qualified building surveyor or other competent contractor
2. any defects identified must be rectified as soon as is reasonably possible or within 60 days from the date of identification whichever is the sooner unless otherwise agreed in writing by US
3. YOU retain records of the inspection and any remedial works undertaken and make these available to US if required

C1008 - Buildings definition - Construction amendment

Applies to premises - Melbourn Community Hub (incl Solar Panels at £30k), SG8 6DZ

In accordance with details lodged with and accepted by US specific buildings (or parts of buildings) insured by this Policy are built with materials other than brick stone or concrete and roofed with materials other than slates tiles metal concrete or asphalt

C1008 - Buildings definition - Construction amendment

Applies to premises - Boardwalk Nr Stockbridge Meadows, SG8 6FG

In accordance with details lodged with and accepted by US specific buildings (or parts of buildings) insured by this Policy are built with materials other than brick stone or concrete and roofed with materials other than slates tiles metal concrete or asphalt

Clauses applying to Section 7 – Liabilities

CCLC090426 - Maintenance of Playgrounds Condition

Applicable to Section 7 Liabilities – Cover 2 Public & products liability

It is a CONDITION PRECEDENT TO LIABILITY that in respect of any playground equipment devices and facilities including sand pits and paddling pools that

1. all playgrounds are manufactured and installed to the appropriate standard and maintained in good condition
2. all playgrounds are inspected by a competent person at least weekly and all defects or risks to health or safety immediately rectified
   or
   the defective equipment device or facility taken out of use
3. all playgrounds are inspected at least annually by a Royal Society for the Prevention of Accidents (ROSPA) or a Register of Play Inspectors International (RPII) approved inspector
4. YOU will erect where necessary suitable signs detailing any information that is necessary for the safe use of the facility and clearly stating any restrictions on its use
5. YOU will determine where supervision is necessary and ensure that it is provided whenever the facilities are in use

CCLI01 - Skateboard/BMX Parks

It is a CONDITION PRECEDENT TO LIABILITY that in respect of the use of skateboard or BMX parks the undernoted precautions will be complied with by YOU:

1. all structures including the skating surfaces
    a. are manufactured and installed to the appropriate standard and maintained in good condition
    b. are inspected by a competent person at least weekly and
        i. all defects or risks to health or safety immediately rectified
        or
        ii. the structure taken out of use
2. YOU will erect where necessary suitable signs detailing any information that is necessary for the safe use of the facility and clearly stating any restrictions on its use
3. YOU will determine where supervision is necessary and ensure that it is provided whenever the facilities are in use

WE will not provide indemnity in respect of BODILY INJURY to persons taking part in activities in the skateboard or BMX parks unless arising solely from defects in the structure

of the skateboard or BMX park or the defective condition of the associated premises

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Your Council insurance pack

Your Policy Statement of Fact

Proposer Name
Melbourn Parish Council

Business Description
Local Council

Reason for Issue
Quotation

Your Quote Number
LC1XM-NJ4V-WRDZ

Date of Issue
14/09/2026

Quote valid until
06/11/2026

In this Statement of Fact, we have listed the information you have provided about you and your business. We use this information to assess the risk and produce your premium and Policy Schedule.

You have a duty to present us with a fair presentation of the risks to be insured, and you must disclose every material fact which you know or ought to know about these risks. You do not need to disclose circumstances which reduce the risk, or those which we already know or ought to know.

Where the document has been delivered to you as part of a renewal invitation or renewal confirmation, some responses have defaulted to 'Rollover' as the information has not been disclosed. We have accepted your risk based on the risk details already provided, however you will be required to respond to these 'Rollover' statements in the future.

If you breach your duty to provide a fair presentation of the risks to be insured, the policy could be cancelled, claims refused, or terms may be changed in line with the policy conditions.

What you need to do:

- **Check** that the information you have provided is truthful and accurate.
- **Contact** Clear Insurance on 0330 013 0036 or councils@thecleargroup.com if any details are incorrect or need changing.

What you have told us

About you and your business

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

Council name	Melbourn Parish Council
Rural Community Council (England) or County Voluntary Council (Wales) you are affiliated or in which County area your Hall is situated	Cambridgeshire
Population size	5,001 - 10,000

About your premises – location specific

Risk address – location 1	Melbourn Sports Pavilion, The Moor Melbourn Royston Cambridgeshire SG8 6ED

About occupancy:

For this location:

• you are the sole occupant and no part is used and/or hired by third parties	Yes
• the use is only for business purposes	Yes
• the buildings are fully occupied	Yes

About maintenance:

For this location:

• is in a good state of repair and will be maintained as such	Yes
• has no building works ongoing or planned in the next 12 months at any location	Yes

About electrical inspections:

For this location:

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

- has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade — Yes
- you undertake PAT (Portable appliance testing) on an annual basis — Rollover

About fire safety:

For this location:

- has a fire alarm that is operative — No
- has a documented fire risk assessment and this is reviewed annually — Yes

About gas & heating:

For this location:

- has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor. — Not Applicable
- is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only — Not Applicable

About the premises:

For this location:

- construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal — Yes
- there are no elements of combustible insulation or cladding e.g. insulated sandwich panels — No
- the premises are protected by an intruder alarm that is operative — Yes

The property has never been:

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

- affected by movement of any kind (for example subsidence, heave, landslip or settlement) — No
- underpinned — No
- provided with other means of structural support — No
- situated on made-up ground or underground workings. — No

Risk address – location 2	Cemetery Building Orchard Road Melbourn Hertfordshire SG8 6HL

About occupancy:

For this location:

- you are the sole occupant and no part is used and/or hired by third parties — No
- the use is only for business purposes — Yes
- the buildings are fully occupied — Yes

About maintenance:

For this location:

- is in a good state of repair and will be maintained as such — Yes
- has no building works ongoing or planned in the next 12 months at any location — Yes

About electrical inspections:

For this location:

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

- has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade — Yes
- you undertake PAT (Portable appliance testing) on an annual basis — Rollover

About fire safety:

For this location:

- has a fire alarm that is operative — No
- has a documented fire risk assessment and this is reviewed annually — Yes

About gas & heating:

For this location:

- has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor. — Not Applicable
- is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only — Not Applicable

About the premises:

For this location:

- construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal — Yes
- there are no elements of combustible insulation or cladding e.g. insulated sandwich panels — No
- the premises are protected by an intruder alarm that is operative — No

The property has never been:

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

- affected by movement of any kind (for example subsidence, heave, landslip or settlement) — No
- underpinned — No
- provided with other means of structural support — No
- situated on made-up ground or underground workings. — No

Risk address – location 3	Cemetery Lychgate Orchard Road Melbourn Hertfordshire SG8 6HL

About occupancy:

For this location:

- you are the sole occupant and no part is used and/or hired by third parties — No
- the use is only for business purposes — Yes
- the buildings are fully occupied — Yes

About maintenance:

For this location:

- is in a good state of repair and will be maintained as such — Yes
- has no building works ongoing or planned in the next 12 months at any location — Yes

About electrical inspections:

For this location:

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

• has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade	Not Applicable
• you undertake PAT (Portable appliance testing) on an annual basis	Rollover

About fire safety:

For this location:

• has a fire alarm that is operative	No
• has a documented fire risk assessment and this is reviewed annually	Yes

About gas & heating:

For this location:

• has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor.	Not Applicable
• is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only	Not Applicable

About the premises:

For this location:

• construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal	No
• there are no elements of combustible insulation or cladding e.g. insulated sandwich panels	No
• the premises are protected by an intruder alarm that is operative	No

The property has never been:

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- affected by movement of any kind (for example subsidence, heave, landslip or settlement) — No
- underpinned — No
- provided with other means of structural support — No
- situated on made-up ground or underground workings. — No

Risk address – location 4	Old Fire Engine House High Street Melbourn Hertfordshire SG8 6ED

About occupancy:

For this location:

- you are the sole occupant and no part is used and/or hired by third parties — No
- the use is only for business purposes — Yes
- the buildings are fully occupied — Yes

About maintenance:

For this location:

- is in a good state of repair and will be maintained as such — Yes
- has no building works ongoing or planned in the next 12 months at any location — Yes

About electrical inspections:

For this location:

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

• has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade	Not Applicable
• you undertake PAT (Portable appliance testing) on an annual basis	Rollover

About fire safety:

For this location:

• has a fire alarm that is operative	No
• has a documented fire risk assessment and this is reviewed annually	Yes

About gas & heating:

For this location:

• has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor.	Not Applicable
• is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only	Not Applicable

About the premises:

For this location:

• construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal	Yes
• there are no elements of combustible insulation or cladding e.g. insulated sandwich panels	No
• the premises are protected by an intruder alarm that is operative	No

The property has never been:

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- affected by movement of any kind (for example subsidence, heave, landslip or settlement) — No
- underpinned — No
- provided with other means of structural support — No
- situated on made-up ground or underground workings. — No

Risk address – location 5	Little Hands Nursery School The Moor Melbourn Hertfordshire SG8 6ED

About occupancy:

For this location:

- you are the sole occupant and no part is used and/or hired by third parties — No
- the use is only for business purposes — No
- the buildings are fully occupied — Yes

About maintenance:

For this location:

- is in a good state of repair and will be maintained as such — Yes
- has no building works ongoing or planned in the next 12 months at any location — Yes

About electrical inspections:

For this location:

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- has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade — Yes
- you undertake PAT (Portable appliance testing) on an annual basis — Rollover

About fire safety:

For this location:

- has a fire alarm that is operative — Yes
- has a documented fire risk assessment and this is reviewed annually — Yes

About gas & heating:

For this location:

- has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor. — Yes
- is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only — Yes

About the premises:

For this location:

- construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal — No
- there are no elements of combustible insulation or cladding e.g. insulated sandwich panels — No
- the premises are protected by an intruder alarm that is operative — No

The property has never been:

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• affected by movement of any kind (for example subsidence, heave, landslip or settlement)	No
• underpinned	No
• provided with other means of structural support	No
• situated on made-up ground or underground workings.	No

Risk address – location 6	Melbourn Community Hub (incl Solar Panels at £30k) 30 High Street Melbourn Hertfordshire SG8 6DZ

About occupancy:

For this location:

• you are the sole occupant and no part is used and/or hired by third parties	Yes
• the use is only for business purposes	Yes
• the buildings are fully occupied	Yes

About maintenance:

For this location:

• is in a good state of repair and will be maintained as such	Yes
• has no building works ongoing or planned in the next 12 months at any location	Yes

About electrical inspections:

For this location:

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- has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade — Yes
- you undertake PAT (Portable appliance testing) on an annual basis — Rollover

About fire safety:

For this location:

- has a fire alarm that is operative — Yes
- has a documented fire risk assessment and this is reviewed annually — Yes

About gas & heating:

For this location:

- has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor. — Yes
- is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only — Yes

About the premises:

For this location:

- construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal — No
- there are no elements of combustible insulation or cladding e.g. insulated sandwich panels — No
- the premises are protected by an intruder alarm that is operative — Yes

The property has never been:

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- affected by movement of any kind (for example subsidence, heave, landslip or settlement) — No
- underpinned — No
- provided with other means of structural support — No
- situated on made-up ground or underground workings. — No

Risk address – location 7	Car Park Workshop and Garage Parish Council Car Park, High Street Melbourn Hertfordshire SG8 6DZ

About occupancy:

For this location:

- you are the sole occupant and no part is used and/or hired by third parties — No
- the use is only for business purposes — Yes
- the buildings are fully occupied — Yes

About maintenance:

For this location:

- is in a good state of repair and will be maintained as such — Yes
- has no building works ongoing or planned in the next 12 months at any location — Yes

About electrical inspections:

For this location:

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- has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade — Yes
- you undertake PAT (Portable appliance testing) on an annual basis — Rollover

About fire safety:

For this location:

- has a fire alarm that is operative — No
- has a documented fire risk assessment and this is reviewed annually — Yes

About gas & heating:

For this location:

- has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor. — Not Applicable
- is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only — Not Applicable

About the premises:

For this location:

- construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal — Yes
- there are no elements of combustible insulation or cladding e.g. insulated sandwich panels — No
- the premises are protected by an intruder alarm that is operative — No

The property has never been:

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- affected by movement of any kind (for example subsidence, heave, landslip or settlement) — No
- underpinned — No
- provided with other means of structural support — No
- situated on made-up ground or underground workings. — No

Risk address – location 8	Churchyard Wall, All Saints Church The Cross Melbourn Cambridgeshire SG8 6DY

About occupancy:

For this location:

- you are the sole occupant and no part is used and/or hired by third parties — No
- the use is only for business purposes — Yes
- the buildings are fully occupied — Yes

About maintenance:

For this location:

- is in a good state of repair and will be maintained as such — Yes
- has no building works ongoing or planned in the next 12 months at any location — Yes

About electrical inspections:

For this location:

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• has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade	Not Applicable
• you undertake PAT (Portable appliance testing) on an annual basis	Rollover

About fire safety:

For this location:

• has a fire alarm that is operative	No
• has a documented fire risk assessment and this is reviewed annually	Yes

About gas & heating:

For this location:

• has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor.	Not Applicable
• is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only	Not Applicable

About the premises:

For this location:

• construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal	Yes
• there are no elements of combustible insulation or cladding e.g. insulated sandwich panels	No
• the premises are protected by an intruder alarm that is operative	No

The property has never been:

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• affected by movement of any kind (for example subsidence, heave, landslip or settlement)	No
• underpinned	No
• provided with other means of structural support	No
• situated on made-up ground or underground workings.	No

Risk address – location 9	Boardwalk Nr Stockbridge Meadows Melbourn Royston Cambridgeshire SG8 6FG

About occupancy:

For this location:

• you are the sole occupant and no part is used and/or hired by third parties	No
• the use is only for business purposes	Yes
• the buildings are fully occupied	Yes

About maintenance:

For this location:

• is in a good state of repair and will be maintained as such	Yes
• has no building works ongoing or planned in the next 12 months at any location	Yes

About electrical inspections:

For this location:

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• has had an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade	Not Applicable
• you undertake PAT (Portable appliance testing) on an annual basis	Rollover

About fire safety:

For this location:

• has a fire alarm that is operative	No
• has a documented fire risk assessment and this is reviewed annually	Yes

About gas & heating:

For this location:

• has an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor.	Not Applicable
• is heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only	Not Applicable

About the premises:

For this location:

• construction is solely brick, stone or concrete and roofed with slate, tiles, asphalt, concrete or metal	No
• there are no elements of combustible insulation or cladding e.g. insulated sandwich panels	No
• the premises are protected by an intruder alarm that is operative	No

About you and your people

You or any of your principals, directors, partners, trustees, managers, clerks or councillors:

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- have never been convicted of any criminal offence other than a driving offence or do not have any non–motoring prosecutions pending (you only need to tell us about any convictions that are unspent under the Rehabilitation of Offenders Act 1974) — No

- whether in a personal capacity or in connection with any company, business or firm have never been declared bankrupt or been the subject of bankruptcy or insolvency proceedings — No

- whether in a personal capacity or in connection with any company, business or firm is not subject to a County Court Judgement, or in Scotland, Sheriff Court Decree — No

You or any of your principals, directors, partners, trustees, managers, clerks or councillors, employees or representatives:

- have never been the subject of a prosecution, or notice of intended prosecution, under any health and safety at work, consumer protection, environmental legislation, HM Revenue & Customs or any other regulatory body. — Rollover

Your council:

- have never had any sanction, penalty or corrective action imposed within the last five years as a result of an investigation by any regulatory or professional body such as the Health & Safety Executive — No

About training

You confirm that:

- A record is kept for all training delivered to your employees — Rollover

- You have a written health and safety policy which is reviewed at least annually. — Rollover

- Your health and safety policy is cascaded to all employees and volunteers through regular training — Rollover

About Trustees' and management liability

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

You confirm that:

• Within the last five years no charity or company to be insured or any of its present or former trustees, directors or officers has been the subject of any complaint to or investigation by the Charity Commission or any other regulatory body	True
• In respect of the risks to be insured, no claims have been made against you or any of your trustees, directors or officers during the last five years	True
• You are not aware (after making enquiries of your trustees, directors or officers or those acting in that capacity) of any circumstances which might lead to a claim against any of the above under the proposed insurance	True

Relating to Fidelity

• You confirm that you comply with the minimum standards of control specified in the policy wording	Yes

What you have told us about optional covers

About Personal accident insurance

• You confirm that to the best of your knowledge or belief all the persons to be insured are in good physical and mental health	Rollover

About Legal expenses

You confirm that:

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848.

• You do not envision any redundancies in the next 12 months	Rollover
• No principals, directors, partners, trustees, managers, clerks or councillors have been involved in any action, legal dispute, prosecution, dispute with or investigation/inquiry by HM Revenue & Customs or DSS review in connection with any company, business or form with which any of you have been involved (excluding driving offences)	Rollover

Relating to Terrorism

You confirm that all property you insure, whether under this policy or any other policy, is or will be insured for terrorist damage	Not Applicable

About your previous losses

In respect of the risks to be insured, your organisation has not suffered loss, damage, injury or liability during the last three years, whether insured or not (other than any disclosed below).	True

Declaration

In respect of the risks to be insured no company or underwriter has taken the following actions on your business:

• declined to issue or renew a policy	Yes
• cancelled or avoided a policy	Yes
• imposed any special terms	Yes

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Additional information provided to any questions in this statement of fact or any additional material fact you are aware of that has not been covered by the statements above:

Any additional information provided.

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Please provide details, or reasons why you do not have a Gas safety certificate	n/a
Please provide details, or reasons why you do not have a Gas safety certificate	N/A
Please describe heating method in use	N/A
Building Construction - Please provide more information	Lychgate
Please provide details, or reasons why you do not have a current electrical inspection certificate	n/a
Please provide details, or reasons why you do not have a Gas safety certificate	n/a
Please describe heating method in use	n/a
Please provide details, or reasons why you do not have a current electrical inspection certificate	No electrics
Please provide details, or reasons why you do not have a Gas safety certificate	no gas
Please describe heating method in use	no heating
Timber Frame - Please provide further details, including the age of the property	Year of build is 2014 - The Melbourn Community Hub incorporates non-standard timber frame construction within its modern, multi-material design.
Please provide details, or reasons why you do not have a Gas safety certificate	no gas appliances
Please provide details, or reasons why you do not have a current electrical inspection certificate	n/a
Please provide details, or reasons why you do not have a Gas safety certificate	n/a
Please describe heating method in use	n/a
Building Construction - Please provide more information	Recycled Plastic Boardwalk

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Please provide details, or reasons why you do not have a current electrical inspection certificate	n/a
Please provide details, or reasons why you do not have a Gas safety certificate	n/a
Please describe heating method in use	n/a

Important information

Protecting your information is important to us. We will process your personal data in accordance with data protection laws.

We may share your personal data with other companies or databases for the purposes of preventing and detecting fraud.

For further information on how your personal data is used and your rights in relation to your personal data, please refer to the summary in your policy document or visit our website www.ecclesiastical.com/privacypolicy which includes details of how to contact our Data Protection Officer.

Fraud prevention

We need to carry out fraud and anti-money laundering checks, and this will involve sharing your personal data (such as your name, contact details and financial information) with credit reference and fraud prevention organisations such as the Claims and Underwriting Exchange, run by MIB. If you make a claim, we will share your personal data (to the extent necessary) with other companies including other insurers and anti-fraud organisations to prevent fraud. For the purposes of deciding whether to accept and pay a claim or any part of it, we may appoint loss adjusters or external investigation services to act on our behalf.

If false or inaccurate information is provided and fraud is identified, your personal data will be passed to fraud prevention agencies including the Insurance Fraud Register, run by the Insurance Fraud Bureau. Law enforcement agencies may access and use this information.

Please note that when carrying out any fraud prevention activities, we may need to process your special categories of data such as criminal offence information and share it with fraud prevention agencies.

Further information

For further information on how your personal data is used and your rights in relation to your personal data please refer to our Privacy Policy at www.ecclesiastical.com/privacypolicy or contact our Data Protection Officer at Benefact House, 2000, Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom or on 0345 6073274 or email compliance@ecclesiastical.com.

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hcrlaw

INTERIM STATUTE INVOICE

Invoice To:

Melbourn Parish Council
30 High Street
Melbourn
Cambridgeshire
SG8 6DZ

By Email:

parishclerk@melbournparishcouncil.gov.uk

50-60 Station Road
Cambridge
CB1 2JH
Tel: 01223 461 155
Fax: 01223 280 290
www.hcrlaw.com

Date of Issue and Tax Point	29/07/2026	**Invoice Number**	318672
VAT Registration Number	GB 162 0818 26	**Client Reference**	
Standard Terms	On 1st Presentation	**Our Reference**	MT03.MEL0123-0028.CK

Invoice	Costs	Disbursements	VAT	VAT Rate
Re: Lease of storage facility to 1st Orwell Scouts				
FOR OUR PROFESSIONAL CHARGES in relation to work undertaken in connection with the above matter.	£750.00		£150.00	20%
Disbursements Please see attached for details including VAT rates		£28.00	£5.60	
	£750.00	£28.00		£155.60

Payment to be made to the following Sterling account:

Account name: HCR Legal LLP
Sort Code: **40-47-17**
Account No: **02865432**
Bank name: HSBC UK Bank PLC 6 Broad Street Worcester WR1 3LH United Kingdom
BIC: HBUKGB4109U
IBAN: GB93HBUK40471702865432
Please use **318672** on all correspondence
Please make cheques payable to HCR Legal LLP

Invoices are payable in full on first presentation unless alternative terms have been agreed.
We may charge interest on any outstanding amounts in accordance with our terms of business
Your attention is drawn to the Notice of Rights overleaf

Invoice Total	£933.60
Less Funds Received on Account	£0.00
Total due	£933.60

HCR Legal LLP

For and on behalf of HCR LEGAL LLP

Please click the below link to pay:
https://hcrlaw.legl.com/pay/checkout/?m=MEL0123-0028&i=318672&a=%A3933.60

NOTICE OF RIGHTS

1. You may have the right to object to the bill by way of the firm's complaints procedure (a copy of which is available upon request).

2. If you are not satisfied with the outcome following conclusion of our complaints process, you may be entitled to complain to the Legal Ombudsman. Any such referral should be made in writing (usually within 6 months) to the Legal Ombudsman directly. The Legal Ombudsman may be contacted at PO Box 6806, Wolverhampton, WV1 9WJ, web site www.legalombudsman.org.uk, telephone number 0300 5550333, and email enquiries@legalombudsman.org.uk.

3. In addition to the above, if you are not satisfied with the amount of our fee you may also be entitled to have our charges reviewed by the Court by making a claim for an order to assess our costs. The procedure is set out in ss.70, 71 and 72 of the Solicitors Act 1974.



HART'S BOOKS

Hart's Books
26 King Street, Saffron Walden, CB10 1ES
enquiries@hartsbooks.co.uk
tel: 01799 524552

23rd September 2026

Invoice Reference: HB230926ML

1x The Correspondents @ £9.99
1x Wiggling Words @ £8.99
1x The Paper Bridge @ £12.99
1x Lord of the Flies @ £20.00
1x The Venetian Redemption @ £22.00
1x In The Killer's Sigh @ £9.99
1x Pablo & Splash Viking Voyage @ £8.99
1 x The Names @ £10.99
1x Buckeye @ £10.99
1x Troy @ £10.99
1x Mythos @ £10.99
1x Heroes @ £10.99

1 x The Secret Sewing Society @ £11.99

Total: £159.89

20% Discount: £31.98

Total to pay: £127.91

Account name: Travel Buff LTD T/A Daunt Books
Bank: Natwest
Account Number: 26078937
Sort code: 50-30-25

Melbourn Community Hub
30 High Street
Melbourn
Cambridgeshire
SG8 6DZ
hubadmin@melbournhub.co.uk
Company Registration No. 08320569

INVOICE

INVOICE TO
30 High Street
Melbourn
Hertfordshire
SG8 6DZ

INVOICE NO. 1781
DATE 23/09/2026
DUE DATE 23/10/2026
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Services Additional Annual Licence Fee for 2026 to cover the Dickens Room from 1st August to 31st December	0.4166667	9,375.00	3,906.25

5/12 of the agreed annual increase to the licence fee.

BALANCE DUE **£3,906.25**

Payment should be made by BACS to :
Barclays Bank
Account Number: 73516229
Sort Code: 20-73-26

Please use invoice number as payment reference number.

Alternatively payment by cheque to Melbourn Community Hub Management Group

September 2026 Approvals

Invoice Date	A/C code	Invoice Number	A/C name	Net Value	VAT	Total	
20/08/2026	AIR01	26217	Airway Group-Aircon repair, office	104.35	20.87	125.22	
				104.35	20.87	125.22	
22/08/2026	ADO01	IEN2026047931531	Adobe-Software licence	16.64	3.33	19.97	LL
22/09/2026	ADO01	IEN2026054058566	Adobe-Software licence	16.64	3.33	19.97	LL
				33.28	6.66	39.94	
21/08/2026	AMA001	0010826 R	Amazon- Refund Pest control supplies	-12.49	-2.5	-14.99	LL
03/09/2026	AMA001	GB69UV6UQAEUD	Amazon- Office supplies	31.06	6.21	37.27	LL
03/09/2026	AMA001	GB60003FH09LHC	Amazon-Refund Pest control supplies	-24.06	-4.81	-28.87	LL
04/09/2026	AMA001	GB603ACBME05XI	Amazon-Wardens materials	17.58	3.52	21.10	LL
09/09/2026	AMA001	GB6AA4CLJ4AEUD	Amazon-Timebank	14.53	2.90	17.43	LL
				26.62	5.32	31.94	
08/09/2026	BOS001	773359	Boston Seeds- seed for Stockbridge	18.33	3.66	21.99	LL
				18.33	3.66	21.99	
11/09/2026	BRI001	16209414	British Gas- Orchard Rd Cemetery	30.23	1.51	31.74	DD
15/09/2026	BRI001	16253412	British Gas-Workshop	277.79	13.89	291.68	DD
				308.02	15.40	323.42	
05/08/2026	CAP001	6290	CAPALC- Councillor training	750.00	0.00	750.00	
10/09/2026	CAP001	6338	CAPALC-HR course	150.00	0.00	150.00	
				900.00	0.00	900.00	
28/08/2026	DAV001	20826	David Pettifer- Litterpicker	76.26	0.00	76.26	
				76.26	0.00	76.26	
08/09/2026	ESP006	1329234	ESPO-Stationary	48.20	9.64	57.84	
				48.20	9.64	57.84	
14/09/2026	FLI001	472157	Flint Cross- Wardens supplies	8.28	1.66	9.94	LL
14/09/2026	FLI001	472158	Flint Cross- Van fuel	41.68	8.34	50.02	LL
				49.96	10.00	59.96	
23/09/2026	HAR01	HB230926ML	Harts Books- Library	127.91	0.00	127.91	
				127.91	0.00	127.91	
28/08/2026	HAC007	SI4492	Herts and Cambs- Village contract	2864.66	572.93	3437.59	
				2864.66	572.93	3437.59	
29/07/2026	HCR001	318672	HCR Legal- Scout lease work	778.00	155.60	933.60	
				778.00	155.60	933.60	
26/08/2026	INF001	00015271628 DD	ICO- annual data protection charge	47.00	0.00	47.00	DD
				47.00	0.00	47.00	DD
11/09/2026	ION001	3.13E+11	IONOS- web hosting	39.94	7.99	47.93	LL
				39.94	7.99	47.93	LL
25/08/2026	JTL009	528	Jason Trueman- Pavilion clean	197.50	0.00	197.50	
				197.50	0.00	197.50	
04/09/2026	KIN001	10107179	Kingfisher- Bin renewal project	257.75	51.55	309.30	
				257.75	51.55	309.30	
25/08/2026	LUC001	41304	Lucid- IT equipment	2206.48	441.29	2647.77	
01/09/2026	LUC001	41383	Lucid- IT	174.8	34.96	209.76	
				2381.28	476.25	2857.53	
13/09/2026	MAT001	10926	Matt De Oliveira- Keyholder moor carpark	140.00	0.00	140.00	
				140.00	0.00	140.00	
18/08/2026	MCH004	20826	Melbourn Hub-Good Energy	5.67	0.00	5.67	
24/08/2026	MCH004	30826	Melbourn Hub-Good Energy	417.74	0.00	417.74	
02/09/2026	MCH004	MCH1180	Melbourn Hub- meeting refreshments	3.92	0.78	4.70	
14/09/2026	MCH004	MCH1182	Melbourn Hub- meeting refreshments	7.38	1.48	8.86	
23/09/2026	MCH004	1781	Melbourn Hub- Dickens room rent	3,906.25	0.00	3,906.25	
				4,340.96	2.26	4,343.22	

28/08/2026	MEL003	2716655002	Melbourn Stores- Stationary	1.32	0.26	1.58	LL
				1.32	0.26	1.58	
08/09/2026	MWY011	340	Mark Wyer- Litterpicker	146.16	0.00	146.16	
				146.16	0.00	146.16	
07/09/2026	NOR001	3193641	Norbury's- Wardens supplies	5.34	1.07	6.41	
21/09/2026	NOR001	3194414	Norbury's- Wardens supplies	32.51	6.50	39.01	
				37.85	7.57	45.42	
26/08/2026	NOW003	660220500	Now Pensions-service fee	36.00	7.20	43.20	DD
				36.00	7.20	43.20	
28/08/2026	POF001	10826	Post Office- postage	4.75	0.95	5.70	LL
				4.75	0.95	5.70	
22/09/2026	POP001	12002536951	Poppy Shop RBL- Poppy wreath	22.92	4.58	27.50	LL
				22.92	4.58	27.50	
26/08/2026	PWL001	10826	PWLB- Hub loan	6,642.79	0.00	6,642.79	DD
18/09/2026	PWL001	10926	PWLB-Hub loan	16,477.10	0.00	16,477.10	DD
				23,119.89	0.00	23,119.89	
02/09/2026	RIC001	102923351	Ricoh- Photocopier	194.81	38.96	233.77	
				194.81	38.96	233.77	
10/07/2026	RIC004	4632	Pest Control supplies	100.00	0.00	100.00	
				100.00	0.00	100.00	
19/08/2026	SAG001	GB02385158	Sage- Payroll	23.00	4.60	27.60	LL
19/09/2026	SAG001	GB02525013	Sage- Payroll	23.00	4.60	27.60	LL
				46.00	9.20	55.20	
02/09/2026	STE003	10926	Steve Pitman Expenses- mileage iccm course	18.15	0.00	18.15	
				18.15	0.00	18.15	
03/09/2026	STE001	SIN208371	Steroplast- Defib Pads	112.00	22.40	134.40	LL
				112.00	22.40	134.40	
19/08/2026	SCR01	A27489370524	T Muncey expenses- wardens Equipment	104.11	20.83	124.94	
				104.11	20.83	124.94	
18/08/2026	THR001	985894629059	Three- Wifi and phone	24.17	4.83	29.00	DD
18/09/2026	THR001	985894629060	Three- Wifi and phone	24.17	4.83	29.00	DD
				48.34	9.66	58.00	
23/08/2026	VAL001	2032377	Valda Energy- Streelights	59.75	2.99	62.74	DD
23/09/2026	VAL001	2080856	Valda Energy- Streelights	65.83	1.89	67.72	DD
				125.58	4.88	130.46	
03/09/2026	WOR001	INV2540562	Workwear Express- Pest control supplies	31.79	1.16	32.95	LL
				31.79	1.16	32.95	
			Confidential items	11399.12	-	11399.12	
			Total	48,288.81	1,465.78	49,754.59	
	Precept received	Transfer to savings account in view of investment		143,562.53			

PC088 262a) ASB patrol report

August 2026

Report from South Cambridgeshire District Council Housing Enforcement re antisocial behaviour (ASB) at The Moor/Vicarage Close

Extracts from report about antisocial behaviour patrols conducted around Vicarage Close and surrounding area:

> *Overall, the patrol was productive, and the general atmosphere was positive. We engaged with a number of local youths and dog walkers throughout the evening. All of the young people we spoke with engaged willingly and were open in discussing recent incidents and local activity.*
>
> *A consistent theme from the young people was that there is a lack of activities and facilities available locally. There was strong support for the provision of a skate park. The youths understood why agencies are seeking to protect residents of Vicarage Close and acknowledged both the poor behaviour that has been taking place and the general congestion and activity around the pathway. Those we spoke to agree to spread the message amongst their peers, although we do not expect this alone to have a significant impact on behaviours.*
>
> *One positive observation was that the ASB signage remains untouched, which is encouraging. The dog walkers we spoke to were pleased to see a visible agency presence and generally felt that matters have improved over the past week. Their main concerns continue to centre around younger individuals, believed to be approximately 12 to 14 years old, drinking alcohol, using drugs, and remaining out until the early hours of the morning. Interestingly, these concerns were echoed by the young people we engaged with. Several older youths commented that they also felt it was inappropriate for children of that age to be out intoxicated so late at night.*
>
> *In terms of next steps, I believe continued patrols where resources allow, alongside ongoing youth engagement through the college, offer the best immediate approach. Longer-term, there is clearly a need to explore opportunities for youth-focused activities and diversionary projects within the area.*
>
> *Overall, the patrol provided useful intelligence, positive engagement with the community, and reassurance to local residents.*

10/06/2026	Worcester Way	Den building materials dumped in woods - collected by Wardens and reported to SCDC.	Warden	Fly tipping		Reported to SCDC GVRRRPGC
12/06/2026	John Impey Way	Garden waste dumped	Litter Picker	Fly tipping		Reported to SCDC GPVZTXHZ
15/06/2026	The Moor	Youth setting fire to things, abusive when approached	Cllr	ASB		Cllr reported to 101.
19/06/2026	The Moor	Damaged bin on New Rec	MOP	Property damage		SCDC requested action - suggested fireproof dog poo bin. Warden righted bin and replaced.
19/06/2026	The Moor	Damage to top of memorial bench	MOP	Property damage		Wardens looking at repair - possible replacement of bench.
19/06/2026	High Street	Manhole cover collapse.	MOP	Other		Reported to 101 and waterboard - protective action taken, awaiting response.
22/06/2026	High Street	Smashed window in phone box	Warden	Property damage		22/06 - reported to BT. 26/06 - repaired by BT.
29/06/2026	High Street	Bike - left at phone box	Wardens	Other		Bike recovered, stored in the workshop.
29/06/2026	High Street	Theft report from Co-op	MOP	Theft		Reported to PCSO - no action taken by Co-op
29/06/2026	Village wide	Egging people and property	MOP	ASB		PCSO aware.
15/07/2026	The Moor	Graffiti on shelter.	Wardens	Property damage		Shelter has been kept clear of graffiti until a recent spate of activity. Address with the school in case they know the culprits.
17/07/2026	Vicarage Close Footpath/ CCC Field	Abandoned bike (larger child carrier dutch bike)	MOP	Theft		Understood that the bike had been used the night before to attempt to damage property. Owner found and bike returned.
17/07/2026	Station Road	Flytipping - duvet and metal frame (signage)	Litter Picker	Fly tipping		Reported via SCDC fly tipping web page - NLXCPVPQ
21/07/2026	Clear Crescent	Offensive graffiti on play equipment reported	MOP	Graffiti		Wardens to clear ASAP
22/07/2026	The Moor	Fire set in woodland.	Cllr	Fire damage	35/55886/26	Fire service attended. Wardens to check for debris. No viable line of enquiry.
27/07/2026	The Moor	Door handle to the pavilion broken off.	MOP	Property damage		Handle retrieved. Wardens fixed and replacement ordered.
28/07/2026	New Road	Flytipping - mattress	Litter Picker	Fly tipping		Reported to SCDC PGVSDVZC
02/08/2026	Station Road	Field fire	MOP	Fire damage		Fire service responded.
02/08/2026	The Moor - play park	Graffiti on play equipment	MOP	Graffiti		Reported to wardens for removal.
03/08/2026	Vicarage Close	Ongoing ASB and welfare concerns	MOP	ASB		Meeting with Community Safety team to discuss actions with resindets. Follow up in place.
03/08/2026	The Moor	Fire in bin	Wardens	Fire damage		No response needed.
03/08/2026	Orchard Rad Cemetery	Young kids using it as a playground and pulling flowers from graves.	MOP	ASB		No evidence of who. MPC to post on social media about recent events to highlight problems to parents / carers that may be unaware.
06/08/2026	St Georges Allotments	Report of 3 hoses cut off the tap attachments, with attachments removed.	Plot Holder	Property damage / Theft		Reported to office. Reporter encouraged to ask others to report.
09/08/2026	Stockbridge Meadows	Fire lit - no reports at the time. Reported on Monday AM	Wardens	Fire damage		Wardens assessed the area. Further reports on 12/08 followed up and continued watch placed on area.
13/08/2026	The Moor	Fire evidence during ASB patrol by South Cambs	South Cambs	Fire damage		Fire damage reported - no evidence of how or when it was started.
13/08/2026	The Moor / Vicarage Close	ASB Patrol by South Cambs Housing Enforcement	South Cambs	ASB		Distric staff put up posters about surveilance and conducted a ASB patrol of The Moor area. Spoke to YP about behaviours and addressed concerns around underage drinking and using the area late at night.
05/09/2026	Community Hub	Damage to outside of building reported.	MOP	ASB / Property damage		Damage to be assessed by Wardens. Hub to check CCTV.
08/09/2026	High Street Car Park	Fencing damaged / pushed over.	Office	Property damage		Damage to be assessed by Wardens. No coverage on CCTV.
12/09/2026	High Street Car Park	RTC - Fencing and signage damaged.	MOP	Property damage (accidential)		MOP shared insurance details. Office has contacted insurers and will confirm damage and costs. CCTV of incident made available.
17/09/2026	Train Station (Melbourn)	Two bikes confirmed as stolen from Melbourn side of platform. Brake cables cut on other bikes.	MOP	Theft		Rail group informed users to take care. Reports to PCSO made via MOPs.

Melbourn

Author: L. Administrator

Date: 25/09/2026

0 100 300 500m

Scale: 1:30000 @ A3

PARISH ONLINE

Parish

Public Rights of Way

- Bridleway
- Byway
- Footpath

Shingay cum Wendy CP
Whaddon CP
Meldreth CP
Shepreth CP
Foxton CP
Thriplow and Heathfield CP
Fowlmere CP
Melbourn CP
Bassingbourn cum Kneesworth CP
Royston CP
Therfield CP
Barley CP
Great and Little Chishill CP
Heydon CP

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Suggestion of some responses - please share responses with the Office.

Cambridgeshire Rights of Way Improvement Plan (ROWIP) Stakeho Engagement Survey

Overview

Background

Cambridgeshire County Council is your local highway authority, and is responsible for managing over 3,200km of public rights of way. A public right of way is a legally protected route across land that the general public have a right to freely use. There are four classes of public right of way:

- Public Footpaths (open to use by people on foot or using mobility aids)
- Bridleways (open to use by people on foot, those using mobility aids, cyclists and horse riders)
- Byways Open to All Traffic (open to use by all types of user, including motor vehicles, but are generally unsurfaced)
- Restricted Byways (open to use by people on foot, those using mobility aids, cyclists, horse riders and horse-drawn vehicles)

You can view a map of public rights of way in the County using our My Cambridgeshire portal, **here** *<https://www.cambridgeshire.gov.uk/residents/libraries-leisure-culture/countryside-access/rights-of-way>*

The **Rights of Way Improvement Plan (ROWIP)** is a statutory document that every local highway authority has to produce. It sets out how the authority will manage and enhance its public rights of way and countryside access. The ROWIP must also consider cycle tracks in accordance with the Countryside and Rights of Way Act 2000.

Every ten years a local highway authority is required to review its ROWIP to assess:

- the extent to which the local network meets the present and future needs of the public;
- the opportunities the network presents for exercise and outdoor recreation;
- the accessibility of the network to people with mobility or sensory impairments.

This questionnaire is to help Cambridgeshire County Council understand the concerns and priorities of key stakeholders in our local public rights of way network, to support us in undetaking the above assessment.

This will allow us to develop an updated ROWIP that identifies the needs of our communities in relation to public access, so we can plan and publish our intended actions to meet those needs over the next ten years.

There will be a full public consultation further on in the process, during which the general public will have the chance to comment on a drafted Plan.

Completing the survey

Wherever possible, please answer the questions on behalf of the organisation that you are representing. When answering on behalf of an organisation, such as a parish council or a chartity, please take care to ensure only one response is provided.

The survey is divided into sections and if you feel a section is not relevant to you/your organisation, you can move to the next section.

Whilst you are not required to answer every question, please answer as many as you can to enable us to gather a wide range of input. This will help our understanding of key issues to be as broad as possible.

If you have any questions about completing this form, or if you require a printed version, you can email **rowip2026@cambridgeshire.gov.uk**

The deadline for completing the survey is Sunday 11th October 2026.

Data protection notice

You do not have to give us any personal information. We will not publish any personal details you do give us, but may publish your response, and include it in public reports, with personal details removed. Personal data will be held securely, in accordance with data protection legislation. We will only store it for 12 months after the results have been analysed and the report is published.

We may share your responses with our consultants, AtkinsRéalis, our partners in this work. Personal information such as your name or email address will not be shared.

For more information on how we collect and protect your data, please visit: **Privacy statement | Cambridgeshire County Council** *<https://www.cambridgeshire.gov.uk/council/data-protection-and-foi/information-and-data-sharing/privacy-statement>*

Why your views matter

By taking part you will help to shape the future of public rights of way and countryside access in Cambridgeshire for the coming years. We are grateful for your input into this process.

General

1 What organisation are you representing?

Melbourn Parish Council

2 Please provide your name

Abigail Williams

3 Please provide a contact email address

parishclerk@melbournparishcouncil.gov.uk

4 What category does your organisation represent?

(Required)

Please select only one item

- ○ Government Body
- ○ Local Authority
- ☑ Parish Council
- ○ User Group
- ○ Charitable Group
- ○ Landowners / Land Managers
- ○ Other

5 What level of geographic area is your organisation chiefly concerned with?

Please select only one item

- ○ National
- ○ Regional
- ○ Cambridgeshire
- ○ A single district
- ☑ A single parish
- ○ Other / Multiple areas

6 In what way are the County's public rights of way currently used by the organisation, community or customers you represent?

Select all those that apply.

(Required)

Please select all that apply

- ☑ Walking
- ☑ Wheeling (e.g. wheelchairs, mobility scooters etc.)
- ☑ Cycling
- ☑ Horse riding
- ☐ Carriage driving
- ☐ Off road motorcycling
- ☐ Off road vehicles (e.g. 4x4s)
- ☑ Land management / Agricultural access
- ☑ Other
- ☐ Don't know / Not applicable

7 For what purpose are the existing rights of way primarily used by the organisation, community or customers you represent?

Please select only one item

- ◯ Recreational journeys (e.g. dog walking, rambling, cycling for pleasure, horse riding etc.)
- ◯ Journeys to access schools, work, shops, community services etc.
- ☑ Relatively equal use of the above
- ◯ Don't know / Not applicable

Public Rights of Way Network and Awareness

In this section we are asking about the general quality and awareness of Cambridgeshire's public rights of way.

8 How would you rate the Cambridgeshire public rights of way network for the following types of use?

	Very good	Good	Fair	Poor	Very poor	Don't know / Not applicable
Users of wheelchairs, mobility vehicles or other mobility aids *Please select only one item*	◯	◯	◯	☑	◯	◯
Accessing schools, work, shops and community services *Please select only one item*	◯	◯	☑	◯	◯	◯
Walking, including dog walking *Please select only one item*	☑	◯	◯	◯	◯	◯
Running *Please select only one item*	◯	☑	◯	◯	◯	◯
Cycling *Please select only one item*	◯	◯	☑	◯	◯	◯
Horse riders *Please select only one item*	◯	◯	◯	◯	◯	☑
Carriage drivers *Please select only one item*	◯	◯	◯	◯	◯	☑
Off-road motorcyclists *Please select only one item*	◯	◯	◯	◯	◯	☑
Off-road vehicles (4x4s etc.) *Please select only one item*	◯	◯	◯	◯	◯	☑

9 Overall, how would you rate the changes you have seen on Cambridgeshire's public rights of way over the last 10 years?

Please select only one item

- ◯ Significant improvements
- ◯ Moderate improvements
- ☑ No change
- ◯ Moderately worse
- ◯ Significantly worse
- ◯ Don't know

10 Is the current provision of signposting and wayfinding markers adequate to use public rights of way without a map?

Please select only one item

- ◯ Yes
- ☑ No
- ◯ Don't Know

11 How aware do you feel local people are of the public rights of way in Cambridgeshire?

Please select only one item

- ◯ Very aware
- ◯ Aware
- ☑ Not aware
- ◯ Don't know

12 How aware do you feel visitors to Cambridgeshire are of the public rights of way in the county?

Please select only one item

- ◯ Very aware
- ◯ Aware
- ☑ Not aware
- ◯ Don't know

Service

This section asks about the service directly provided by Cambridgeshire County Council for the resolution of public rights of way issues and how information is shared.

13 Please rate the ease with which the public can report problems with public rights of way:

Please select only one item

- ◯ Very easy
- ◯ Easy
- ☑ Fair
- ◯ Poor
- ◯ Very poor
- ◯ Don't know / Have not tried to report a problem

14 On average, how would you rate the resolution of public rights of way problems that you have reported to CCC?

	Very Good	Good	Fair	Poor	Very Poor	Don't Know / Not Applicable
Timeliness of response *Please select only one item*	◯	◯	☑	◯	◯	◯
Quality of the response or the works carried out *Please select only one item*	◯	◯	☑	◯	◯	◯

15 How useful is the public rights of way information on the Cambridgeshire County Council website?

Cambridgeshire County Council website front page *<http://www.cambridgeshire.gov.uk/>*

Please select only one item

- ◯ Very good
- ◯ Good
- ◯ Fair
- ◯ Poor
- ◯ Very poor
- ☑ Don't know / Have not tried to access information

16 If you answered fair, poor or very poor, can you please explain why.

Accessibility

Please consider the experiences of different users, including disabled people, older people, families with young children, people using wheelchairs, mobility scooters or pushchairs, people with sensory impairments, and those who may face other barriers to accessing the countryside.

17 What issues do you or your organisation's users experience with the accessibility, current condition, or maintenance of rights of way?

Many of the rights of way, along with our regular pavements, are in disrepair and make it hard for those with limited mobility to access them.

18 What should be the priorities for improving access to rights of way for everyone?

Please consider both physical improvements (such as surfaces, gates, steps, ramps and signage) and wider accessibility, including information, wayfinding, safety and inclusive design.

Safety - checks on the state of the rights of way to protect users.

19 Have you or your organisation any information or suggestions that can help the Council to understand the need to provide better opportunities for those who face challenges to access the countryside.

This could include barriers experienced by disabled people (including those with visual impairments), older people, families with young children, or others who may face challenges accessing the countryside.

Development and Public Rights of Way

Cambridgeshire is exeperiencing widespread development which affects public rights of way and public access land. These questions are to understand views on the impacts of these.

20 In what ways do you consider the impacts of development have led to negative outcomes for the public rights of way network?

21 In what ways do you consider the impacts of development have led to positive outcomes the public rights of way network?

Strategic green belt areas on developments have linked PROW to streets/housing.

22 What do you consider Cambridgeshire County Council could do reduce the harms, or maximise the benefits, for public rights of way that may arise as a result of development?

Environment and Wellbeing

Public rights of way and access to land can provide both challenges and positive benefits for wellbeing and environmental biodiversity. These questions are to understand organisations' views on this.

23 Please rate the adequacy of access to green spaces and the natural environment in Cambridgeshire.

Please select only one item

- ◯ Very good
- ☑ Good
- ◯ Fair
- ◯ Poor
- ◯ Very poor
- ◯ Don't know

24 How could maintenance practices on public rights of way (e.g. mowing regimes, vegetation clearance etc.) be improved to support biodiversity?

Propoer maintenace of hedging etc would allow you to spot issues before they are too far gone and require drastic action such as removal of cutting during the wrong season.

25 Do you have any ideas on how wildlife habitats could be enhanced along public rights of way corridors?

Education boards informing users of the habitats around them may lead to more care being taken.

Path Status and Surface

Path status designates which classes of users can use specific public rights of way.

Path surfaces can be natural, semi-sealed or sealed and can have a large impact on the usage and enjoyment of using public rights of way.

Surface type examples:

Natural (e.g. grass)
Semi-Sealed (e.g hoggin)
Sealed (e.g. asphalt)

Hoggin

Hoggin is a natural, unprocessed mix of clay, sand and gravel. When compacted, it forms a firm, buff-coloured, and semi-permeable surface.

26 What is your opinion on changing the status of path to allow a wider range of users?

For example, a public footpath for pedestrians being changed in status to a bridleway, which would also allow cyclists and horse riders to use the route.

Proper assessment of the suitability of path would be needed. Signs in the middle of a path, adverse camber and the width of paths should deterime the use unless improvements can be made.

27 What is your opinion on changing the paths from natural surfaces to either sealed (e.g. asphalt) or semi-sealed surfaces (e.g. hoggin)?

Concern over the impact on the natural environment and the maintenace of such paths.

Safety

Safety in this context covers the risk or incidence of accidents, injury or crime.

28 How safe is it to use the public rights of way in Cambridgeshire?

This could include safety risks arising from traffic, other persons, animals or the physical environment.

Please select only one item

- ◯ Very safe
- ☑ Fairly safe
- ◯ Unsafe
- ◯ Very unsafe
- ◯ Don't know / Not applicable

29 If you answered 'Unsafe' or 'Very unsafe' can you tell us why and what could help resolve this? If you answered 'fairly safe', what could be better?

30 Has your organisation or its members been impacted by rural crime in the county (e.g. hare coursing, fly tipping, trespass etc.)?

Please select only one item

- ○ Yes, it has a large impact
- ○ Yes, it has some impact
- ☑ Whilst it occurs, the impacts are minor
- ○ Not directly affected, but aware it is a concern
- ○ No
- ○ Don't know

Looking Forward

The next set of questions are to gather input into what steps counld be taken to improve public rights of way and couuntryside access in the coming years.

31 When considering countryside access and public rights of way in Cambridgeshire, what do you think could be done better or differently?

Better maintenance to encourage a wider section of the community to use the paths.
Clearer signage and wayfinding.
Lighting for safer use.

32 What do you think are the THREE most important improvements that would make using/visiting the Cambridgeshire countryside easier and more enjoyable?

Please select 3 options. If you change your mind you can deselect a choice by clicking it a second time, and then reselect.

There will be the opportunity to suggest improvements not listed here, in the following question.

Permissive paths

***Permissive paths** are those that the landowner grants permission to user categories (e.g. walkers, cyclists, horse riders etc.) that they wish. The permission can be withdrawn at any time, unless the landowner has entered into an agreement with terms attached to its closure.*

	Choice 1	Choice 2	Choice 3
Better road crossings *Please select only one item*	○	○	○
Clear overgrown paths more frequently *Please select only one item*	○	☑	○
Improve access to green spaces from public rights of way *Please select only one item*	○	○	○
Increase circular routes *Please select only one item*	○	○	○
Increase network length *Please select only one item*	○	○	○
Increase the number of permissive paths *Please select only one item*	○	○	○
Increase the status of existing paths, to allow a wider range of users *Please select only one item*	☑	○	○
More signposting / waymarking *Please select only one item*	○	○	☑
Provide information on accessible routes *Please select only one item*	○	○	○
Removal of gates and stiles *Please select only one item*	○	○	○

33 Is there anything else you would like to add which you think would benefit or improve people's use and enjoyment of the countryside in Cambridgeshire?

34 What do you think can be done to accommodate the widest range of people who use the public rights of way network?

Proper path maintenance - across ROW and public pavements.

35 How can your organisation support improvements to public rights of way?

e.g. volunteering, funding, land access, partnerships etc.

Communication and promotion of proper path us.
Encourage community ownership.

36 Are you aware of any national or local policies or initiatives that affect PROW and countryside access - please tell us about them here.

Whilst we are aware of many policies, guidelines and initiatives, we may still have gaps, which is why we are asking.

Landownership

37 Are you or your organisation a landowner or involved in land management?

This could include managing land or sites where people may wish to have access. For example: private estates, farms, tourist sites, nature reserves, watercourses, etc.

(Required)

Please select only one item

- [x] Yes
- [ ] No

Landownership questions

38 What type of land is managed by your organisation or its members?

For example: managing private estates, farms, tourist sites, nature reserves, watercourses, etc

Public open space.
Nature Reserve.

39 Do you have any of the following on your organisation's land in Cambridgeshire?

Public rights of way *include public footpaths, bridleways, restricted byways and byways to which the public have permanent rights of access.*

Permissive paths *are those that the landowner grants permission to user categories (e.g. walkers, cyclists, horse riders etc.) that they wish. The permission can be withdrawn at any time, unless the landowner has entered into an agreement with terms attached to its closure.*

Permissive access land *is similar, in that the landowner permits the public to access to part of their land and can with withdraw that access if they wish.*

Select all that apply.

Please select all that apply

- [x] Public rights of way
- [x] Public open spaces (e.g. village greens, common land, public parks etc.)
- [ ] Permissive paths
- [ ] Permissive land access
- [ ] None of the above / Don't know

40 Would your organisation be willing to consider having permissive paths across its land?

Please select only one item

- ○ Yes
- ○ Yes, if the right incentives were available
- ✓ Not sure, I would need more information
- ○ No
- ○ Not applicable

41 Where public rights of way or other types of access currently impact land management practices, what improvements could better balance public access with your operations?

This could include measures such as preventing tresspass or crime, or supporting stock management etc.

Abi Williams

From: Rowip2026 <rowip2026@cambridgeshire.gov.uk>
Sent: 26 August 2026 14:49
To: Rowip2026
Subject: Updating Cambridgeshire's Rights of Way Improvement Plan

Updating Cambridgeshire's 'Rights of Way Improvement Plan'

Dear Parish Council, County Councillor, or Rights of Way stakeholder,

I write from Cambridgeshire County Council's *Place and Sustainability* directorate. The County Council is currently reviewing its Rights of Way Improvement Plan (ROWIP), and we would like to understand you/your organisation's priorities for the future of countryside access in Cambridgeshire.

The County Council is committed to creating a greener, fairer, more caring Cambridgeshire. This aim is supported by ambitions to make travel across the County safer and sustainable, to help people live healthier lives, and to help communities and nature thrive. Our approach to managing and improving the public right of way network, and promoting countryside access, plays a part in bringing about the achievement of these goals.

The ROWIP forms part of the County's transport strategies and outlines what the Council intends to do to protect and enhance our public rights of way network and countryside access over the next ten years. This includes actions for a range of issues, from how we respond to development, to how we manage our rights of way data. You can view the current ROWIP here: Rights of Way Improvement Plan | Cambridgeshire County Council

You/your organisation have been shortlisted as a core stakeholder in our rights of way network and the Cambridgeshire countryside. We would value your comments on key questions about our rights of way network, and the priorities you would like to see in a revised ROWIP. You can provide comments via our questionnaire here: Rights of Way Improvement Plan 2026

The deadline for responses is **Sunday 11th October**. We would be extremely grateful to have your feedback.

If you have any questions about completing the questionnaire, please write to **Rowip2026@cambridgeshire.gov.uk**

Thank you for your participation in this exercise.

Kind regards,

Daniel Ashman

Highway Records and Definitive Map Team Manager

Asset Management, Design and Delivery Service

Cambridgeshire County Council | Facebook | Twitter

Call me on 07484 509520

Write to me at:
Box STA2101, Highways Depot, Stanton Way, Huntingdon, PE29 6PY

Infrastructure & Project Delivery
Place and Sustainability
Cambridgeshire County Council
New Shire Hall, Emery Crescent, Alconbury, Huntingdon PE28 4YE

My working day may well differ from yours, so please don't feel obliged to reply to this email outside of your normal working hours.

For information about Cambridgeshire's highway records, please see:
Highway records - Cambridgeshire County Council

For information about Cambridgeshire's Definitive Map & Statement of Public Rights of Way, please see:
Definitive Map and Statement - Cambridgeshire County Council

To make an application for a CON29 search or for highway, public right of way, common land or town and village green information, please see:
Highway searches - Cambridgeshire County Council

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Cambridgeshire Rights of Way Improvement Plan (ROWIP) Stakeho Engagement Survey

Overview

Background

Cambridgeshire County Council is your local highway authority, and is responsible for managing over 3,200km of public rights of way. A public right of way is a legally protected route across land that the general public have a right to freely use. There are four classes of public right of way:

- Public Footpaths (open to use by people on foot or using mobility aids)
- Bridleways (open to use by people on foot, those using mobility aids, cyclists and horse riders)
- Byways Open to All Traffic (open to use by all types of user, including motor vehicles, but are generally unsurfaced)
- Restricted Byways (open to use by people on foot, those using mobility aids, cyclists, horse riders and horse-drawn vehicles)

You can view a map of public rights of way in the County using our My Cambridgeshire portal, **here** *<https://www.cambridgeshire.gov.uk/residents/libraries-leisure-culture/countryside-access/rights-of-way>*

The **Rights of Way Improvement Plan (ROWIP)** is a statutory document that every local highway authority has to produce. It sets out how the authority will manage and enhance its public rights of way and countryside access. The ROWIP must also consider cycle tracks in accordance with the Countryside and Rights of Way Act 2000.

Every ten years a local highway authority is required to review its ROWIP to assess:

- the extent to which the local network meets the present and future needs of the public;
- the opportunities the network presents for exercise and outdoor recreation;
- the accessibility of the network to people with mobility or sensory impairments.

This questionnaire is to help Cambridgeshire County Council understand the concerns and priorities of key stakeholders in our local public rights of way network, to support us in undetaking the above assessment.

This will allow us to develop an updated ROWIP that identifies the needs of our communities in relation to public access, so we can plan and publish our intended actions to meet those needs over the next ten years.

There will be a full public consultation further on in the process, during which the general public will have the chance to comment on a drafted Plan.

Completing the survey

Wherever possible, please answer the questions on behalf of the organisation that you are representing. When answering on behalf of an organisation, such as a parish council or a chartity, please take care to ensure only one response is provided.

The survey is divided into sections and if you feel a section is not relevant to you/your organisation, you can move to the next section.

Whilst you are not required to answer every question, please answer as many as you can to enable us to gather a wide range of input. This will help our understanding of key issues to be as broad as possible.

If you have any questions about completing this form, or if you require a printed version, you can email **rowip2026@cambridgeshire.gov.uk**

The deadline for completing the survey is Sunday 11th October 2026.

Data protection notice

You do not have to give us any personal information. We will not publish any personal details you do give us, but may publish your response, and include it in public reports, with personal details removed. Personal data will be held securely, in accordance with data protection legislation. We will only store it for 12 months after the results have been analysed and the report is published.

We may share your responses with our consultants, AtkinsRéalis, our partners in this work. Personal information such as your name or email address will not be shared.

For more information on how we collect and protect your data, please visit: **Privacy statement | Cambridgeshire County Council** *<https://www.cambridgeshire.gov.uk/council/data-protection-and-foi/information-and-data-sharing/privacy-statement>*

Why your views matter

By taking part you will help to shape the future of public rights of way and countryside access in Cambridgeshire for the coming years. We are grateful for your input into this process.

General

1 What organisation are you representing?

2 Please provide your name

3 Please provide a contact email address

4 What category does your organisation represent?

(Required)

Please select only one item

- ◯ Government Body
- ◯ Local Authority
- ◯ Parish Council
- ◯ User Group
- ◯ Charitable Group
- ◯ Landowners / Land Managers
- ◯ Other

5 What level of geographic area is your organisation chiefly concerned with?

Please select only one item

- ◯ National
- ◯ Regional
- ◯ Cambridgeshire
- ◯ A single district
- ◯ A single parish
- ◯ Other / Multiple areas

6 In what way are the County's public rights of way currently used by the organisation, community or customers you represent?

Select all those that apply.

(Required)

Please select all that apply

- ☐ Walking
- ☐ Wheeling (e.g. wheelchairs, mobility scooters etc.)
- ☐ Cycling
- ☐ Horse riding
- ☐ Carriage driving
- ☐ Off road motorcycling
- ☐ Off road vehicles (e.g. 4x4s)
- ☐ Land management / Agricultural access
- ☐ Other
- ☐ Don't know / Not applicable

7 For what purpose are the existing rights of way primarily used by the organisation, community or customers you represent?

Please select only one item

- ◯ Recreational journeys (e.g. dog walking, rambling, cycling for pleasure, horse riding etc.)
- ◯ Journeys to access schools, work, shops, community services etc.
- ◯ Relatively equal use of the above
- ◯ Don't know / Not applicable

Public Rights of Way Network and Awareness

In this section we are asking about the general quality and awareness of Cambridgeshire's public rights of way.

8 How would you rate the Cambridgeshire public rights of way network for the following types of use?

	Very good	Good	Fair	Poor	Very poor	Don't know / Not applicable
Users of wheelchairs, mobility vehicles or other mobility aids *Please select only one item*	◯	◯	◯	◯	◯	◯
Accessing schools, work, shops and community services *Please select only one item*	◯	◯	◯	◯	◯	◯
Walking, including dog walking *Please select only one item*	◯	◯	◯	◯	◯	◯
Running *Please select only one item*	◯	◯	◯	◯	◯	◯
Cycling *Please select only one item*	◯	◯	◯	◯	◯	◯
Horse riders *Please select only one item*	◯	◯	◯	◯	◯	◯
Carriage drivers *Please select only one item*	◯	◯	◯	◯	◯	◯
Off-road motorcyclists *Please select only one item*	◯	◯	◯	◯	◯	◯
Off-road vehicles (4x4s etc.) *Please select only one item*	◯	◯	◯	◯	◯	◯

9 Overall, how would you rate the changes you have seen on Cambridgeshire's public rights of way over the last 10 years?

Please select only one item

- ◯ Significant improvements
- ◯ Moderate improvements
- ◯ No change
- ◯ Moderately worse
- ◯ Significantly worse
- ◯ Don't know

10 Is the current provision of signposting and wayfinding markers adequate to use public rights of way without a map?

Please select only one item

- ◯ Yes
- ◯ No
- ◯ Don't Know

11 How aware do you feel local people are of the public rights of way in Cambridgeshire?

Please select only one item

- ◯ Very aware
- ◯ Aware
- ◯ Not aware
- ◯ Don't know

12 How aware do you feel visitors to Cambridgeshire are of the public rights of way in the county?

Please select only one item

- ◯ Very aware
- ◯ Aware
- ◯ Not aware
- ◯ Don't know

Service

This section asks about the service directly provided by Cambridgeshire County Council for the resolution of public rights of way issues and how information is shared.

13 Please rate the ease with which the public can report problems with public rights of way:

Please select only one item

- ◯ Very easy
- ◯ Easy
- ◯ Fair
- ◯ Poor
- ◯ Very poor
- ◯ Don't know / Have not tried to report a problem

14 On average, how would you rate the resolution of public rights of way problems that you have reported to CCC?

	Very Good	Good	Fair	Poor	Very Poor	Don't Know / Not Applicable
Timeliness of response *Please select only one item*	◯	◯	◯	◯	◯	◯
Quality of the response or the works carried out *Please select only one item*	◯	◯	◯	◯	◯	◯

15 How useful is the public rights of way information on the Cambridgeshire County Council website?

Cambridgeshire County Council website front page *<http://www.cambridgeshire.gov.uk/>*

Please select only one item

- ◯ Very good
- ◯ Good
- ◯ Fair
- ◯ Poor
- ◯ Very poor
- ◯ Don't know / Have not tried to access information

16 If you answered fair, poor or very poor, can you please explain why.

Accessibility

Please consider the experiences of different users, including disabled people, older people, families with young children, people using wheelchairs, mobility scooters or pushchairs, people with sensory impairments, and those who may face other barriers to accessing the countryside.

17 What issues do you or your organisation's users experience with the accessibility, current condition, or maintenance of rights of way?

18 What should be the priorities for improving access to rights of way for everyone?

Please consider both physical improvements (such as surfaces, gates, steps, ramps and signage) and wider accessibility, including information, wayfinding, safety and inclusive design.

19 Have you or your organisation any information or suggestions that can help the Council to understand the need to provide better opportunities for those who face challenges to access the countryside.

This could include barriers experienced by disabled people (including those with visual impairments), older people, families with young children, or others who may face challenges accessing the countryside.

Development and Public Rights of Way

Cambridgeshire is exeperiencing widespread development which affects public rights of way and public access land. These questions are to understand views on the impacts of these.

20 In what ways do you consider the impacts of development have led to negative outcomes for the public rights of way network?

21 In what ways do you consider the impacts of development have led to positive outcomes the public rights of way network?

22 What do you consider Cambridgeshire County Council could do reduce the harms, or maximise the benefits, for public rights of way that may arise as a result of development?

Environment and Wellbeing

Public rights of way and access to land can provide both challenges and positive benefits for wellbeing and environmental biodiversity. These questions are to understand organisations' views on this.

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- ◯ Good
- ◯ Fair
- ◯ Poor
- ◯ Very poor
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25 Do you have any ideas on how wildlife habitats could be enhanced along public rights of way corridors?

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Semi-Sealed (e.g hoggin)
Sealed (e.g. asphalt)

Hoggin

Hoggin is a natural, unprocessed mix of clay, sand and gravel. When compacted, it forms a firm, buff-coloured, and semi-permeable surface.

26 What is your opinion on changing the status of path to allow a wider range of users?

For example, a public footpath for pedestrians being changed in status to a bridleway, which would also allow cyclists and horse riders to use the route.

27 What is your opinion on changing the paths from natural surfaces to either sealed (e.g. asphalt) or semi-sealed surfaces (e.g. hoggin)?

Safety

Safety in this context covers the risk or incidence of accidents, injury or crime.

28 How safe is it to use the public rights of way in Cambridgeshire?

This could include safety risks arising from traffic, other persons, animals or the physical environment.

Please select only one item

- ◯ Very safe
- ◯ Fairly safe
- ◯ Unsafe
- ◯ Very unsafe
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29 If you answered 'Unsafe' or 'Very unsafe' can you tell us why and what could help resolve this? If you answered 'fairly safe', what could be better?

30 Has your organisation or its members been impacted by rural crime in the county (e.g. hare coursing, fly tipping, trespass etc.)?

Please select only one item

- ◯ Yes, it has a large impact
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- ◯ No
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The next set of questions are to gather input into what steps counld be taken to improve public rights of way and couuntryside access in the coming years.

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32 What do you think are the THREE most important improvements that would make using/visiting the Cambridgeshire countryside easier and more enjoyable?

Please select 3 options. If you change your mind you can deselect a choice by clicking it a second time, and then reselect.

There will be the opportunity to suggest improvements not listed here, in the following question.

Permissive paths

Permissive paths *are those that the landowner grants permission to user categories (e.g. walkers, cyclists, horse riders etc.) that they wish. The permission can be withdrawn at any time, unless the landowner has entered into an agreement with terms attached to its closure.*

	Choice 1	Choice 2	Choice 3
Better road crossings *Please select only one item*	○	○	○
Clear overgrown paths more frequently *Please select only one item*	○	○	○
Improve access to green spaces from public rights of way *Please select only one item*	○	○	○
Increase circular routes *Please select only one item*	○	○	○
Increase network length *Please select only one item*	○	○	○
Increase the number of permissive paths *Please select only one item*	○	○	○
Increase the status of existing paths, to allow a wider range of users *Please select only one item*	○	○	○
More signposting / waymarking *Please select only one item*	○	○	○
Provide information on accessible routes *Please select only one item*	○	○	○
Removal of gates and stiles *Please select only one item*	○	○	○

33 Is there anything else you would like to add which you think would benefit or improve people's use and enjoyment of the countryside in Cambridgeshire?

34 What do you think can be done to accommodate the widest range of people who use the public rights of way network?

35 How can your organisation support improvements to public rights of way?

e.g. volunteering, funding, land access, partnerships etc.

36 Are you aware of any national or local policies or initiatives that affect PROW and countryside access - please tell us about them here.

Whilst we are aware of many policies, guidelines and initiatives, we may still have gaps, which is why we are asking.

Landownership

37 Are you or your organisation a landowner or involved in land management?

This could include managing land or sites where people may wish to have access. For example: private estates, farms, tourist sites, nature reserves, watercourses, etc.

(Required)

Please select only one item

- ◯ Yes
- ◯ No

Landownership questions

38 What type of land is managed by your organisation or its members?

For example: managing private estates, farms, tourist sites, nature reserves, watercourses, etc

39 Do you have any of the following on your organisation's land in Cambridgeshire?

Public rights of way *include public footpaths, bridleways, restricted byways and byways to which the public have permanent rights of access.*

Permissive paths *are those that the landowner grants permission to user categories (e.g. walkers, cyclists, horse riders etc.) that they wish. The permission can be withdrawn at any time, unless the landowner has entered into an agreement with terms attached to its closure.*

Permissive access land *is similar, in that the landowner permits the public to access to part of their land and can with withdraw that access if they wish.*

Select all that apply.

Please select all that apply

- [ ] Public rights of way
- [ ] Public open spaces (e.g. village greens, common land, public parks etc.)
- [ ] Permissive paths
- [ ] Permissive land access
- [ ] None of the above / Don't know

40 Would your organisation be willing to consider having permissive paths across its land?

Please select only one item

- ◯ Yes
- ◯ Yes, if the right incentives were available
- ◯ Not sure, I would need more information
- ◯ No
- ◯ Not applicable

41 Where public rights of way or other types of access currently impact land management practices, what improvements could better balance public access with your operations?

This could include measures such as preventing tresspass or crime, or supporting stock management etc.

Report
June 2026

Draft Interim Greater Cambridge Transport Strategy

Cambridgeshire & Peterborough Combined Authority
Our ref: 25067401
Client ref: N/A

steer

Report
June 2026

Draft Interim Greater Cambridge Transport Strategy

Prepared by:

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Client ref: N/A

Our ref: 25067401

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Contents

Executive Summary		**1**
	Overview	1
	Vision and objectives	2
	Overarching strategy narrative	3
	Delivery of the plan	4
	Next steps	5
1	**Introduction**	**6**
	The Greater Cambridge Transport Strategy	6
	Supporting the Greater Cambridge Joint Local Plan	1
2	**Our vision, objectives and outcomes - the case for change**	**4**
	Introduction	4
	Vision	4
	Objectives	4
	Case for change	7
3	**Our overarching strategy**	**11**
	Introduction	11
	Policy principles	11
	Key interventions	26
	Supporting documents	28
4	**Thematic strategies**	**29**
	Introduction	29
	Establishing practical, phased, long-term solutions to congestion in and around Cambridge	30
	Connecting homes, disadvantaged areas and the wider region to the economic opportunity of Cambridge	37
	Supporting businesses and our priority economic sectors, including the research campuses and science parks	42
	Enabling new development and homes, including the sites in the emerging Local Plan	47
	Reducing emissions and enhancing the local environment	55
	Our policies	60
	Linkages to the Local Plan – components and policies	81
5	**Draft capital delivery programme**	**82**
	Introduction	82
	Governance and Assurance	82
	Delivery Programme	83
	Scheme Funding	107
	Monitoring and Evaluation Plan	108

DRAFT

Figures

Figure 1.1: Timeline for strategy development, consultation, further technical work 1
Figure 2.1: Theory of change linking Strategy objectives, intervention packages and intended outcomes 9
Figure 3.1: Draft Movement and Place Framework for Greater Cambridge 15
Figure 3.2: Healthy Streets principles 17
Figure 3.3: Map of key Greater Cambridge Transport Strategy rail, high quality public transport corridor and mass rapid transit interventions 27
Figure 4.1: Establishing practical, phased, long-term solutions to congestion in and around Cambridge – map of key interventions 33
Figure 4.2: Connecting homes, disadvantaged areas and the wider region to the economic opportunity of Cambridge – map of key interventions 39
Figure 4.3: Supporting businesses and our priority economic sectors, including the research campuses and science parks – map of key transport interventions 44
Figure 4.4: Enabling new development and homes, including the sites in the emerging Local Plan – map of key transport interventions 49

Tables

Table 2.1: Policy 'Golden Thread' 8
Table 3.1: Movement and Place types – priorities and typical transport interventions 16
Table 3.2: Proposed connectivity outcomes and indicative access targets by settlement type 20
Table 3.3: Alignment of objectives and intervention types 26
Table 4.1: Strategic site allocations – development scale and connectivity conditions 52
Table 4.2: Alignment between emerging Local Plan transport and transport-related policies and the Strategy 81
Table 5.1: Greater Cambridge Transport Strategy Intervention Delivery Plan 84

Appendices

A Connectivity Baseline Report
B Need for Intervention Report

DRAFT

Executive Summary

Overview

This Draft Greater Cambridge Transport Strategy sets out a long-term, ambitious framework for transport and connectivity across the whole of Greater Cambridge and on the priority routes that connect it to the wider region and country – local towns and cities, regional hubs, and major port and airport gateways to the rest of the world.

It has been prepared to support the emerging Greater Cambridge Local Plan, while also providing the broader strategic platform for growth, investment and delivery in line with the Mayor's Local Growth Plan for Cambridgeshire and Peterborough and government's growth agenda for Greater Cambridge being spearheaded through the Cambridge Growth Company in partnership with the Combined Authority and local partners.

The Strategy responds to a clear need for change. Greater Cambridge is a globally significant location for research, innovation, education, healthcare and business, yet its future growth and success is at risk of being constrained by more traffic and poor connectivity. Rural areas and more disadvantaged communities would continue to experience challenges accessing services and amenities and not benefiting from growth and opportunities. Greenhouse gas emissions, air pollutants and noise levels would increase, and our local environment and nature recovery goals would not be met.

The Strategy articulates how a multi-modal transport network – particularly through building out a comprehensive, integrated network of high-quality public transport corridors, fed by local buses and walking and cycling corridors, and planned and delivered with a view to full integration into a future mass rapid transit network – can enable and support planned development and longer-term transformational levels of growth and opportunity. Through delivery of the Strategy, we will also tackle and address the impacts of congestion by improving connectivity, widening access to all communities to share the benefits of growth, while reducing emissions and enhancing the local environment. Any future mass rapid transit proposals are subject to the related Cambridge Growth Company study and preparation of an appropriate business case.

While the Strategy has a focus on delivering a step-change in active travel and public transport, it recognises that car use will likely remain an important component of the local transport mix. Targeted highway capacity improvements may therefore be required in some locations, particularly to support key growth sites, and this will be kept under review as the Strategy evolves. Congestion charging is not proposed as part of this Strategy.

In short, the Strategy is not simply about moving more traffic. It is about creating a transport system that connects Greater Cambridge. This will be achieved through supporting and enabling development; providing fast, reliable, safe, attractive travel choices within, to and from Greater Cambridge, supported by seamless high-quality interchanges, simple and affordable ticketing, and clear up-to-date information.

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Vision and objectives

The Strategy's vision, as approved by the Transport Committee in November 2025, is:

A transport system for Greater Cambridge that will give people a real choice about how they travel. The area will have efficient, safe, accessible, sustainable, integrated networks that reduce congestion, improve connectivity, and boost growth.

The vision is underpinned by five objectives for transport and travel. By meeting these objectives, we will realise our vision.

- **Establishing practical, phased solutions to congestion in and around Cambridge:** improving the day-to-day functioning of Cambridge and its key corridors by tackling the causes and effects of today's congestion challenges and transforming connectivity. *Outcome:* A better-functioning, more reliable, safer, and connected network that supports high levels of economic growth, quality of place, and global competitiveness.
- **Supporting businesses and our priority economic sectors, including the research campuses and science parks:** supporting Greater Cambridge's key economic functions, including research campuses and science parks, centres and the wider business base. *Outcome:* Stronger labour market access, business connectivity and major international gateway links that support productivity and competitiveness.
- **Enabling new development and homes, including the sites in the emerging Local Plan:** ensuring new homes and developments are planned in locations and in ways that can be served by a choice of modes, with transport infrastructure aligned to growth from the outset. *Outcome:* Timely, integrated transport infrastructure that supports sustainable travel patterns from first occupation.
- **Connecting homes, disadvantaged areas and the wider region to the economic opportunities of Cambridge:** broadening access to jobs, education, healthcare, services and amenities across Greater Cambridge and beyond. *Outcome:* More communities can reach opportunity more reliably, affordably and sustainably.
- **Reducing emissions and enhancing the local environment:** reducing emissions from transport and travel, including air and noise pollutants, while protecting and enhancing Greater Cambridge's local and historic environment and access to it. *Outcome:* Lower emissions, a more resilient network, and better environmental quality and biodiversity.

Together, the vision and objectives provide a clear framework for a transport system that serves all of Greater Cambridge and its wider connections, supporting a globally competitive, celebrated place to live, work, visit and do business.

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Overarching strategy narrative

The Strategy is built around a phased, cumulative programme that changes how the transport system works over time.

In the short term (2026-2030), practical measures to improve conditions quickly:

- investment in active travel including continued delivery of the Greenways programme and expand wider facilities such as cycle parking and micromobility hire schemes;
- franchising our buses to better manage the network, timetables and fares, supported by targeted bus priority measures such as junction priority using smart signals – making buses work for everyone, improving journey times and reliability considerably, and building confidence in the system;
- extending operating hours and improving facilities and information at our travel hubs to make interchange more seamless;
- the imminent opening of Cambridge South Station in June 2026 to open up the Cambridge Biomedical Campus and access to Addenbrooke's hospital;
- delivery of high quality public transport corridors (transport mode and technology to be determined) on the Cambourne to Cambridge corridor and the A11 to the Cambridge Biomedical Campus corridor;
- better co-ordinated kerbsides, particularly for better managing deliveries and servicing, ensuring our bus lanes are not blocked;
- improved digital connectivity to support virtual and online access; for planning journeys, and providing information before travelling and on route; and for better manging our transport networks with smart junctions, signals, lights and messaging;
- land will be safeguarded for infrastructure that takes longer to plan, fund and deliver; and
- planning and delivery will be informed by a Movement & Place Framework that tailors solutions for different functions of hubs, corridors, roads and streets, and the places they connect and pass through.

These interventions improve bus/public transport reliability, widen travel choice, and make more efficient use of constrained networks.

In the medium term (2030-2035), we will continue rolling out our integrated network of high-quality public transport and active travel corridors:

- completion of the network of Greenways and new orbital active travel corridors;
- expanded and improved and new travel hubs to connect people to the fast, reliable network and support last-mile deliveries;
- new segregated high-quality public transport corridors, providing arterial cross-city and orbital connections, supported by lane and junction priority to improve movement to and across the city, connect existing communities and support new development from first occupation where feasible; and
- these high-quality public transport corridors will be planned and delivered with a view to full integration into a future mass rapid transit network, with any future mass rapid transit proposals subject to the related Cambridge Growth Company study and preparation of an appropriate business case.

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These packages are designed to connect homes, jobs, major employment and research centres, and growth locations more effectively across Greater Cambridge and beyond.

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In the longer term (2035-2045), the Strategy supports a transformed city-region network:

- completion of the core mass rapid transit network and potential extensions to towns and larger villages across Greater Cambridge and neighbouring large towns, again subject to the Cambridge Growth Company study and preparation of an appropriate business case; and
- enhanced rail connectivity including East West Rail, a new station serving East Cambridge, and proposed onward connections to Ipswich and Norwich, as well as advocated delivery of Ely and Haughley Junction rail schemes to enhance passenger and freight connectivity to the north and east.

This is, therefore, a strategy for all of Greater Cambridge — urban and rural, local and strategic, people and freight — and for the wider connections that sustain its global role.

Delivery of the plan

Delivery will require sustained partnership working, clear governance and a phased programme that aligns infrastructure, policy and funding over time. The Strategy is supported by a draft capital delivery programme that brings together major corridor schemes, local access improvements, rail and travel hub investments, and supporting measures such as parking, servicing, digital connectivity and asset management.

The delivery approach has five core features:

- **Phased implementation:** interventions are sequenced across the short, medium and long term to support growth, respond to evidence, and build towards larger network change.
- **Joined-up governance:** delivery depends on coordinated action by the Combined Authority, local highway and planning authorities, Greater Cambridge Partnership, operators, infrastructure providers, developers and Government.
- **Infrastructure aligned to growth:** transport provision must be planned alongside development, with clear triggers, safeguarding and responsibilities.
- **Flexible funding:** schemes will draw on a mix of public funding, partner investment and developer contributions, with priorities refined as business cases mature.
- **Monitoring and evaluation:** the programme will be reviewed regularly, using performance, delivery and accessibility evidence to update priorities and maintain momentum.

This is not a fixed end-state programme. It is a live implementation framework that provides direction, confidence and structure for delivery, setting out a clear pipeline of interventions across the short, medium and long term. Its purpose is to translate a strong long-term strategy into practical change on the ground, guiding investment, prioritisation and phasing, and helping Greater Cambridge function better today while supporting its transformation into a more connected, productive and sustainable city region over the decades ahead.

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Next steps

Further technical refinement will be undertaken as the Greater Cambridge Local Plan progresses to its next stages, including to Regulation 19. Additional work will also be required to:

- Refine corridor strategies, including continued close working with the Cambridge Growth Company on delivery of Mass Rapid Transit proposals for the city region.
- Further transport modelling to understand travel patterns, the number of trips by different modes and journey purposes, congestion and delay, and tailpipe carbon emissions.
- Prepare material for Local Plan Examination and future transport funding decisions and thus prepare a platform for the delivery of Local Growth Plan growth aspirations as well as those of the Cambridge Growth Company.

The Strategy is planned for finalisation by November 2026.

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1 Introduction

The Greater Cambridge Transport Strategy

Overview

1.1 This Draft Greater Cambridge Transport Strategy sets out a long-term, vision-led approach to transport and connectivity across Greater Cambridge. It has been prepared to support the emerging Greater Cambridge Local Plan and to provide a clear framework for how transport can help deliver sustainable growth, healthier places, improved access to opportunity and a lower-carbon future, including providing a platform for longer term growth proposed in the Local Growth Plan and via the Government's Cambridge Growth Company. The Strategy responds to the area's distinctive challenges: severe congestion in and around Cambridge, unequal access to jobs and services, accommodating transformational levels of future growth, and the need to improve environmental quality while maintaining the competitiveness of Greater Cambridge's internationally recognised economy and industrial sectoral strengths.

1.2 The Strategy is grounded in the National Planning Policy Framework, the Department for Transport's Better Connected: A Strategy for Integrated Transport (April 2026), the Cambridgeshire and Peterborough Local Transport and Connectivity Plan (November 2023), and supporting local transport and planning evidence. It applies these policies through a coherent programme of thematic strategies, interventions and policies.

1.3 In doing so, it helps demonstrate how the Strategy supports a positively prepared, justified, effective emerging Local Plan consistent with national policy. It also provides the transport context, strategy and policy direction to support the aspirations set out in the Local Growth Plan and framework aligned to government's aspirations through the Cambridge Growth Company.

Scope and purpose of this document

1.4 This document sets out the Draft Greater Cambridge Transport Strategy. Its purpose is to provide a clear, long-term framework for transport investment, policy and delivery across Greater Cambridge, and to explain how transport can support sustainable growth, healthier places, improved accessibility and environmental improvement. The Strategy has been prepared to inform and support the emerging Greater Cambridge Local Plan, but it also has a wider strategic role as a transport and connectivity framework for Greater Cambridge over the medium to long term.

1.5 It is also recognised that over the next few years, local authorities within Cambridgeshire and Peterborough will undergo 'Local Government Reorganisation' which will see the formation of unitary authorities which may or may not be contiguous with existing local authority boundaries, and removal Cambridgeshire County Council. At the same time, government is consulting on a proposal for a Development Corporation for Greater Cambridge, which would be granted additional planning powers. The Strategy will need to remain live to changing landscapes of governance, roles and responsibilities and funding.

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Development of the Strategy

1.6 The Strategy has been developed through a staged process of evidence review, option development and stakeholder engagement. It is supported by and underpinning Need for Intervention Report, Connectivity Impact Assessment (under development), and Equalities Impact Assessment (under development). It is also supported by:

- national policy and guidance;
- overarching regional strategies, studies and regional evidence base;
- CPCA's Local Growth Plan and statutory Local Transport & Connectivity Plan (and Greater Cambridge annex);
- the emerging Greater Cambridge Local Plan's Transport Evidence Report (which is in the process of being updated as part of documents for Regulation 19 consultation) and
- broader local plan evidence; and
- existing and emerging policies, strategies and plans including, among others:
  - CPCA's Active Travel Strategy (under development); Cambridgeshire County Council's Active Travel Strategy, Local Cycling and Walking Infrastructure Plan, and Rights of Way Improvement Plan; Greater Cambridge Partnership's Greenways and other active travel corridor programmes.
  - CPCA's Bus Service Improvement Plan and bus franchising proposals; Cambridge Growth Company's Mass Rapid Transit Study and Strategic Outline Case (under development); the Greater Cambridge Partnership's programme of mass rapid transit projects including corridor and travel hub schemes; and CPCA's Mobility Hub Strategy (under development).
  - CPCA's Rail Strategy and Freight Strategy (scope and to be commenced), and Network Rail's studies and investment programmes.
  - National Highways' studies and investment programmes; highways schemes promoted by CPCA and Cambridgeshire County Council; as well as the traffic and asset management policies of Cambridgeshire County Council.
  - Cambridgeshire & Peterborough Road Safety Partnerships evidence and plans Vision
  - Aligned policy areas such as digital connectivity, public health, emissions and climate change resilience and adaptation and nature recovery of the CPCA and other key delivery partners.

1.7 The approach is consistent with the National Planning Policy Framework's requirement for transport issues to be considered from the earliest stages of plan-making using a vision-led approach, and with the Department for Transport's latest Local Transport Plans guidance, which emphasises integrated, holistic and place-based transport planning. It also reflects the principles of Department for Transport appraisal guidance and wider good practice by aligning transport, land use, infrastructure and environmental objectives, and by recognising the importance of engagement with local authorities, infrastructure providers, communities and other stakeholders as the Strategy is refined and implemented.

1.8 The Strategy will be complemented by further transport modelling to understand travel patterns, the number of trips by different modes and journey purposes, congestion and delay, and tailpipe carbon emissions. This will inform the next iteration of the Strategy and further support the tests of soundness for the emerging Local Plan.

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Stakeholder engagement and next steps

Stakeholder engagement to date

1.9 Engagement to date has included officer engagement across the partner authorities and wider stakeholders, together with targeted roundtables and workshops to test strategic issues, evidence, options and emerging priorities. These discussions have helped refine the Strategy's vision, objectives, thematic priorities and intervention packages, and will continue to inform subsequent iterations of the Local Plan evidence base and transport programme which is turn also support delivery of the Local Growth Plan.

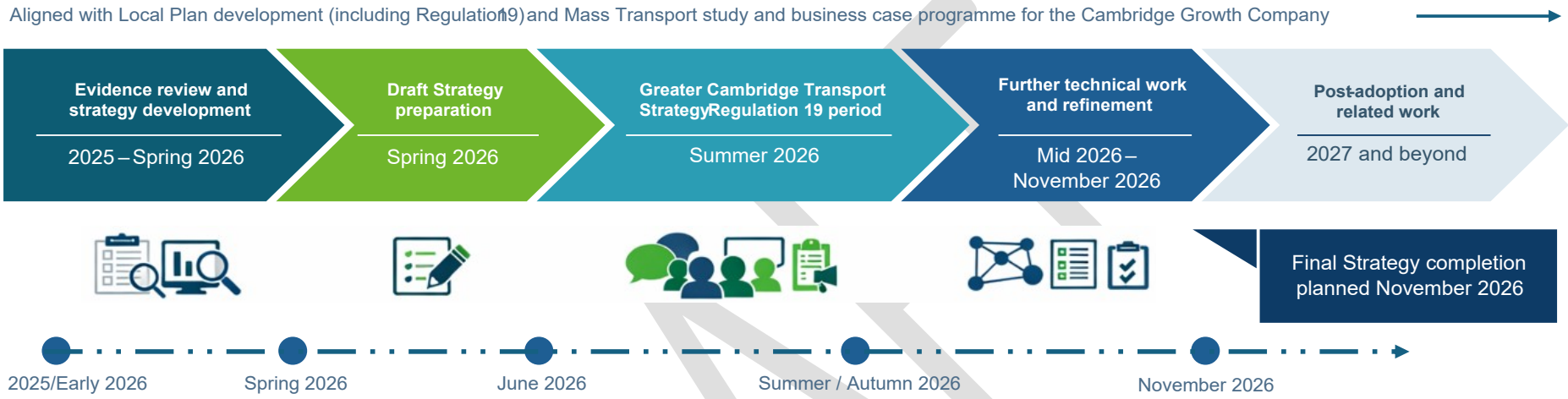
Next steps

1.10 Further technical refinement will be undertaken as the Greater Cambridge Local Plan progresses to its next stages, including Regulation 19. Additional work will also be required to refine corridor strategies, undertake further transport modelling to understand travel patterns, the number of trips by different modes and journey purposes, congestion and delay, and tailpipe carbon emissions, and prepare material for Local Plan Examination and future transport funding decisions, thereby helping provide a platform for delivery of the growth ambitions of the Local Growth Plan and the Cambridge Growth Company.

1.11 Figure 1.1 provides the timeline for developing the draft Greater Cambridge Transport Strategy in line with the emerging Local Plan, the Regulation 19 period, and parallel and forthcoming work through to November 2026 when the plan will be completed and alignment with ongoing Mass Rapid Transit workstreams that will stretch into 2027 and beyond led by the Cambridge Growth Company and in support of the ambitions articulated in the Local Growth Plan.

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Figure 1.1: Timeline for strategy development, consultation, further technical work



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Supporting the Greater Cambridge Joint Local Plan

Introduction

1.12 The Strategy has been prepared in part to support the emerging Greater Cambridge Local Plan and its examination. In particular, it provides part of the transport evidence and strategic narrative needed to demonstrate that the plan's spatial strategy, transport policies and proposed development pattern are positively prepared, justified, effective and consistent with national policy. This chapter explains that relationship and signposts where the Strategy and supporting evidence contribute to each test of soundness.

Tests of soundness

1.13 Under the National Planning Policy Framework, local plans are examined to assess whether they have been prepared in accordance with legal and procedural requirements and whether they are sound. The four tests of soundness are that plans should be positively prepared, justified, effective and consistent with national policy.

1.14 In transport terms, this means the emerging Local Plan should be supported by a strategy and evidence base that demonstrate not only what transport outcomes are sought, but how the proposed spatial pattern of growth, site allocations and supporting infrastructure can be delivered in a coordinated, realistic and policy-compliant way across Greater Cambridge. In this case, the Strategy already translates the current evidence base into a clear set of objectives, policy principles, thematic strategies, supporting policies and a draft delivery programme, while further work including transport modelling to understand travel patterns, the number of trips by different modes and journey purposes, congestion and delay, and tailpipe carbon emissions, consultation-led refinement and subsequent business case development will continue to strengthen that position as the Local Plan progresses.

Positively prepared

1.15 The Strategy helps show that the Local Plan is positively prepared by providing a transport framework for meeting identified development needs in a way that remains aligned with sustainable development. It explains how the proposed scale and distribution of growth can be supported through integrated transport investment, traffic management, active travel, public transport, rail, travel hubs and place-based interventions, rather than through unsustainable increases in car travel. This is reflected throughout the current document, including the vision and objectives, the case for change, the thematic strategies, the supporting policies and the Movement and Place Framework.

1.16 Together, these elements show how planned growth can be served more sustainably, how access to jobs, services and opportunity can be widened across Greater Cambridge, and how the transport implications of the Local Plan's development strategy can be addressed in a coordinated way. In examination terms, this helps demonstrate that the Local Plan is supported by a transport strategy with a clear structure and programme logic for accommodating the proposed scale and distribution of growth, while continuing to be refined through consultation and further technical work.

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Justified

1.17 The Strategy helps show that the Local Plan is justified because it is grounded in proportionate transport evidence, policy alignment, and quantitative assessment, and because it explains why the proposed transport approach is the most appropriate in light of the alternatives, local constraints and the wider objectives of the plan. In particular, the Connectivity Baseline Report establishes the current transport context and patterns of access, while the Need for Intervention Report identifies the key problems, pressures and opportunities to which the Strategy responds. These are then carried through into the Strategy's objectives, policy principles, thematic strategies and supporting policies, including the Movement and Place Framework.

1.18 Together, they help show why the proposed combination of site allocations, growth corridors, travel hubs, active travel, public transport, rail and network management measures represents an appropriate and evidence-based strategy when considered against reasonable alternatives, local constraints and the wider objectives of the plan, and why transport considerations have been embedded in plan-making rather than deferred to later stages. Further transport modelling of the Strategy and its interventions will provide additional testing and refinement by improving understanding of travel patterns, the number of trips by different modes and journey purposes, congestion and delay, and tailpipe carbon emissions, and will be available in September 2026.

Effective

1.19 The Strategy helps show that the Local Plan is effective by identifying a phased and deliverable package of transport interventions, the need for continued joint working between partner authorities, infrastructure providers and developers, and the governance, funding and monitoring arrangements that will be needed to support implementation over time. This is reflected not only in the thematic strategies and supporting policies, but also in the draft capital delivery programme, including the sections on governance and assurance, delivery programme structure, funding and monitoring and evaluation.

1.20 It therefore helps demonstrate not only what infrastructure and policy responses are needed, but also how they may be sequenced alongside growth, coordinated across organisations, and refined through future consultation responses, modelling, business cases and delivery planning. This is particularly important for strategic site allocations and corridor-based growth, where the soundness of the Local Plan will depend in part on whether transport requirements, safeguarding, infrastructure triggers and delivery responsibilities are clear enough to support implementation in practice.

Consistent with national policy

1.21 The Strategy helps show that the Local Plan is consistent with national policy because it reflects the National Planning Policy Framework's approach to sustainable transport, healthy places, emissions and climate change resilience and adaptation, and plan-making, and aligns with current Department for Transport guidance on local transport planning and integrated transport. In particular, it applies a vision-led and place-based approach, links transport with land use and infrastructure delivery, and supports the wider policy direction on accessibility, decarbonisation, resilience and inclusive growth.

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1.22 The ‘golden thread’ from national to local policy is particularly relevant here, helping to show how national, regional and local policy requirements have been carried through into the Strategy’s current structure, including the case for change, the policy principles, the Movement and Place Framework, the thematic strategies and the supporting policies. It also helps demonstrate that transport issues have been considered from the earliest stages of plan-making, that sustainable transport has been embedded into the proposed development pattern, and that the Local Plan will continue to be supported by an evolving transport strategy as consultation, modelling and further technical work are completed.

1.23 It is also important to note that the Greater Cambridge Transport Strategy is one, albeit critical, element of a three-part Local Plan transport evidence base. These are:

- individual strategic site transport requirements (‘pro-formas’, Local Plan evidence);
- the modelled cumulative impact of all the Plan (the ‘Transport Evidence Review’, developed by Cambridgeshire County Council) – this shows that the Local Plan ‘works’ in transport terms if there is a strategic connectivity solution for Cambridge; and
- the Greater Cambridge Transport Strategy which will identify, at a strategic level, how best to manage this wider connectivity challenge.

1.24 Finally, although the GCTS has a key role in supporting the Local Plan, it also has a wider function in terms of supporting further growth ambitions. It thus provides a platform for exploring, at a high level, potential additional growth scenarios aligned with CPCA’s Local Growth Plan (which has a forward-look to 2050), and proposals from the Cambridge Growth Company.

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2 Our vision, objectives and outcomes - the case for change

Introduction

2.1 This chapter sets out the vision, objectives and intended outcomes of the Draft Greater Cambridge Transport Strategy, together with the case for change that underpins them. It explains why a long-term transport strategy is needed, what the Strategy is seeking to achieve, and how the proposed interventions and policy principles respond to the challenges and opportunities facing Greater Cambridge. The draft Vision and Objectives were first considered by the CPCA Transport Committee in September 2025. Following that meeting, they were revised to reflect the feedback received and to ensure alignment with the recently approved Local Growth Plan, and were approved in revised form by the CPCA Transport Committee in November 2025.

Vision

2.2 Our vision for transport and travel across Greater Cambridge was also approved in November 2025 by the Transport Committee. I's ambition is:

> A transport system for Greater Cambridge that will give people a real choice about how they travel. The area will have efficient, safe, accessible, sustainable, integrated networks that reduce congestion, improve connectivity, and boost growth.

Objectives

The vision is underpinned by five objectives for transport and travel. By meeting these objectives, we will realise our vision.

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1. Establishing practical, phased solutions to congestion in and around Cambridge

2.3 Improving the day-to-day functioning of Cambridge and its key corridors by tackling the causes and effects of congestion in a way that supports wider economic, social, environmental and development goals.

2.4 While its impacts are most acute within the city, the evidence shows that congestion in Cambridge is driven by travel patterns for people, as well as construction, goods and servicing across Greater Cambridge and more widely. This is a result of the city's national and regional significance as a centre for economic activity; education, skills and research; healthcare; and retail, leisure and hospitality; as well as the high levels of recent growth. As a result, congestion in the city has wide-ranging and structural consequences for how Cambridge functions, affecting not only productivity, labour market access, bus reliability and freight efficiency but also the quality of place (i.e. streets and public spaces) in Cambridge's historic core, local centres and key corridors.

2.5 This requires a coordinated package across the short-, medium- and long-term of including localised priority for buses and more substantial priority support for future mass rapid transit, high-quality active travel routes connecting surrounding settlements to and around the city, improved interchange with rail, Park & Ride and other travel hubs, and more efficient management of servicing and essential traffic. In key locations, there may be a need to targeted highway improvements to better manage general traffic and address key pinch-points where these is a clear case for investment. Together, these measures are intended to make better use of a constrained urban network, improve streets and public spaces, and ensure that Cambridge can function effectively as the heart of a growing Greater Cambridge city region.

2. Supporting businesses and our priority economic sectors, including the research campuses and science parks

2.6 Ensuring that transport supports Greater Cambridge's key economic functions, including its research campuses and science parks, city and town centres, visitor economy and wider business base. Evidence shows that the area's economic success depends on the effective movement of people and goods across a large and increasingly polycentric travel-to-work area, with employment and growth distributed between central Cambridge, major campuses and settlements across South Cambridgeshire and beyond.

2.7 As a result, this objective is closely linked to productivity, competitiveness, inward investment, labour market reach and supply-chain efficiency, as well as the quality of place that underpins Greater Cambridge's global reputation as a location to work, invest and visit. In transport terms, it points towards stronger strategic and local connectivity by rail, coach, bus, future mass rapid transit and active travel, together with better interchange, first- and last-mile access and freight arrangements.

2.8 These improvements are needed not simply to accommodate growth, but to support economic performance while remaining consistent with place-making, health and environmental objectives across Greater Cambridge. Importantly, these improvements are also required to not only support journeys to and from work, but to also facilitate

travel between sites and hence further support the deep agglomeration economies of Cambridge.

3. Enabling new development and homes, including the sites in the emerging Local Plan

2.9 Ensuring new homes and development are planned in locations and forms that can be served by a choice of modes, with transport infrastructure aligned to growth from the outset. It supports delivery of the emerging Local Plan, sound site allocations, mixed and connected communities across Greater Cambridge, and offering a range of travel choices.

2.10 In transport terms, this means early, coordinated delivery of active travel and public transport infrastructure, safeguarding key corridors and travel hubs, and phasing infrastructure with development so that there is a genuine choice of mode from first occupation. This reflects the area's growth and travel patterns, helps manage congestion, and supports accessible, inclusive and high-quality places.

4. Connecting homes, disadvantaged areas and the wider region to the economic opportunity of Cambridge

2.11 Broadening access to the benefits of Greater Cambridge's economy to the wider region is an imperative. Inclusive growth involves reducing transport related social exclusion, recognising that access to jobs, education, healthcare, services and amenities varies significantly across Greater Cambridge.

2.12 It points to better inter-urban, urban and rural public transport, improved affordability, information and reliability, stronger interchange with rail stations and travel hubs, and safer, more direct active travel routes. It also recognises the role of shared and demand-responsive transport and local solutions, especially in lower-density and rural areas. This objective is not just about longer-distance travel to Cambridge, but about improving everyday access to opportunity while supporting quality-of-place in neighbourhood centres, market towns and villages. By improving connectivity and improving conditions for walking, wheeling, cycling and public transport, healthier, safer and more resilient places can that share in Greater Cambridge's economic success.

5. Reducing emissions and enhancing the local environment

2.13 Reducing emissions from transport and travel, while protecting and enhancing the local environment across Greater Cambridge. It responds to both the area's declared climate emergency and the wider environmental impacts of transport, including air quality, noise, severance and pressure on sensitive habitats, landscapes, and historic environments. It recognises that technology alone will not be enough, and that a broader approach is needed to cut emissions and environmental harm, support nature recovery, while continuing to support sustainable growth.

2.14 Achieving this objective requires giving people more alternatives to private car travel so that they have a choice of modes and are not car-dependent. This includes better integration of transport and land use, clearer priority between modes to manage congestion and improve connectivity, more efficient freight and servicing, stronger travel hubs and interchanges, and support for lower-emission vehicles where car travel remains necessary. Together, these measures help cut carbon emissions, improve air quality and noise, and make the transport system more resilient to climate risks such

as extreme heat, flooding and disruption. It also requires active consideration of the transport network as corridors and places to connect habitats and enhance biodiversity.

Policy 'golden thread'

2.15 This Strategy sits within a clear policy hierarchy that links national missions and transport priorities to regional and local growth, connectivity and environmental objectives as shown in Table 2.1.

2.16 At the national level, the Government's *Plan for Change* focuses on raising living standards, accelerating housing and infrastructure delivery, breaking down barriers to opportunity, and advancing clean energy and net zero. The Department for Transport's *Better Connected* strategy translates these wider missions into transport priorities centred on accessibility, affordability, dependable journeys, healthier communities, stronger alignment between transport and development, and better local decision-making.

2.17 At the wider regional level, England's Economic Heartland's Regional Transport Strategy emphasises connectivity as an enabler of economic transformation, inclusive growth, decarbonisation, and a whole-system approach to movement across the Oxford–Cambridge growth corridor.

2.18 At the CPCA level, the Cambridgeshire and Peterborough Local Transport and Connectivity Plan provides the statutory framework for a better, faster, greener and more accessible network that supports health, fairness, economic growth and environmental protection.

2.19 The Greater Cambridge Transport Strategy translates this hierarchy into a place-specific set of objectives for Greater Cambridge and, in turn, supports the emerging Greater Cambridge Local Plan's vision for climate resilience, thriving neighbourhoods, reduced car dependency, sustainable growth and high-quality places.

It also provides a framework to support the wider vision for the region set out in the Local Growth Plan and the Government's 'Case for Cambridge' being delivered by the Cambridge Growth Company.

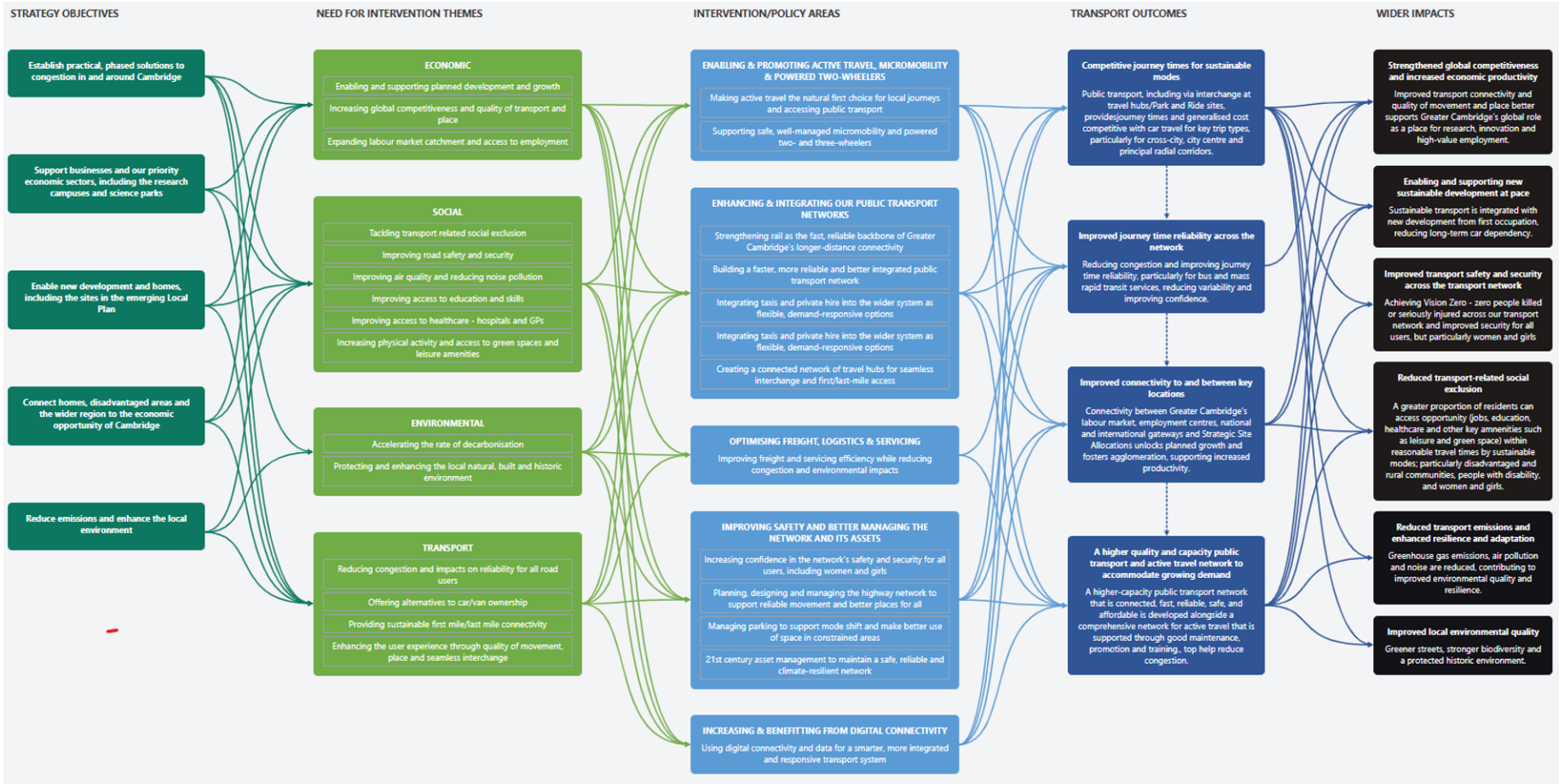
Case for change

2.20 The case for change is that Greater Cambridge cannot continue to rely on patterns of travel and investment that increase congestion, car dependency and environmental pressure. A different approach is required: one that begins with the desired future outcomes for people and place, aligns transport and land use, and then identifies the combination of interventions needed to achieve those outcomes. This is the Strategy's theory of change (shown in Figure 2.1 overleaf). By improving active travel and public transport connectivity and priority, making interchange between modes more seamless, safeguarding future corridors, and coordinating transport with growth including targeted highway interventions where needed, the Strategy aims to produce better connectivity, healthier communities, greater inclusion, improved economic performance and lower environmental impacts over time.

Table 2.1: Policy 'Golden Thread'

Draft Greater Cambridge Transport Strategy objectives	Department for Transport's Integrated National Transport Strategy	England's Economic Heartland's Regional Transport Strategy	Cambridgeshire & Peterborough Local Growth Plan	Cambridgeshire & Peterborough Local Transport & Connectivity Plan	Greater Cambridge Shared Planning's emerging Local Plan
Establishing practical, phased solutions to congestion in and around Cambridge	Links most strongly to dependable journeys, healthier communities, aligning transport and development, and optimising decision-making and appraisal.	Links to the whole-system approach, managing strategic movements more effectively, and improving east-west and intra-regional connectivity.	Improves transport connectivity everywhere and unlock key infrastructure gaps that hold back growth, especially in Global City Cambridge and the wider regional network.	Supports the LTCP goals for a better, faster, greener and more accessible network, with improved public transport, health outcomes and lower emissions.	Supports the plan's focus on reducing reliance on the private car, improving quality of life, and enabling sustainable growth in a constrained urban environment.
Supporting businesses and our priority economic sectors, including the research campuses and science parks	Links to aligning transport and development, dependable journeys, championing data and technology, and empowering local leaders to support economic productivity.	Links to the strategy's emphasis on economic transformation, regional connectivity, gateway access and supporting the Oxford–Cambridge growth corridor.	Directly supports the focus on six high-growth sectors and Opportunity Zones by improving access to research campuses, science parks, labour markets and international gateways.	Supports the LTCP mission for transport to be the backbone of sustainable economic growth in which everyone can prosper.	Supports the plan's jobs, infrastructure and sustainable growth themes, including access to employment land, innovation clusters and strategic sites.
Enabling new development and homes, including the sites in the emerging Local Plan	Links most strongly to aligning transport and development, empowering local leaders, and optimising decision-making and appraisal.	Supports the strategy's emphasis on planned growth, strategic connectivity and infrastructure that enables sustainable development across the wider region.	Supports quality placemaking for new homes and communities, aligning transport investment and safeguarding with the delivery of strategic growth locations.	Supports the LTCP objective of ensuring that growth in housing and jobs is accompanied by sustainable, integrated and lower-carbon transport provision.	Directly supports the plan's development strategy, site allocations, infrastructure theme, thriving neighbourhoods and reduced car dependency.
Connecting homes, disadvantaged areas and the wider region to the economic opportunity of Cambridge	Links most strongly to making travel accessible and affordable, creating healthier communities, simplifying information and payments, and providing dependable journeys.	Supports the inclusive-by-design principle, better regional connectivity, and stronger links between homes, labour markets and key services.	Meets the ambition to spread prosperity across every part of Cambridgeshire and Peterborough by improving access to opportunity, jobs, skills and services in Cambridge and other areas.	Directly supports the LTCP's goals on fairness, accessibility, health, inclusion and bringing cities, market towns and rural areas closer together.	Supports the plan's wellbeing and social inclusion, infrastructure, accessibility and sustainable transport themes, helping connect communities to jobs and services more fairly.
Reducing emissions and enhancing the local environment	Links most strongly to healthier communities, aligning transport and development, dependable journeys, and supporting lower-carbon and more resilient travel choices.	Supports the strategy's focus on decarbonisation, environmental stewardship, resilience, and a whole-system approach to sustainable movement across the region.	Supports the priority to address infrastructure constraints in energy, water and transport while enabling cleaner growth, resilient places and better environmental outcomes.	Directly supports the LTCP goals for a greener, healthier and more resilient transport network with lower emissions and better environmental outcomes.	Supports the plan's climate change, biodiversity, environmental quality, design and healthy place themes, helping reduce emissions and enhance the local environment.

Figure 2.1: Theory of change linking Strategy objectives, intervention packages and intended outcomes



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3 Our overarching strategy

Introduction

3.1 This chapter explains how the Strategy will be delivered in practice. Chapter 2 set out the vision, objectives and case for change; this chapter and the thematic strategies that follow set out the policy approach, decision-making principles and intervention priorities that will translate those ambitions into a coherent, deliverable transport programme for Greater Cambridge.

Policy principles

3.2 The overarching strategy is grounded in a vision-led approach to transport and land-use planning, consistent with national and local adopted policies, plans and guidance.

Planning for healthy people and thriving places

3.3 The Strategy prioritises outcomes for people and place, not simply vehicle movement. In line with the NPPF's requirement for transport issues to be considered from the earliest stages of plan-making using a vision-led approach, the transport network should be planned and managed so that streets, spaces and corridors support healthy, safe, attractive and inclusive places as well as movement. This means applying a movement and place framework to the design and management of streets and corridors, embedding Healthy Streets principles, and using transport policy to reinforce design quality, public realm and the competitiveness of Greater Cambridge as a place to live, work, visit and invest. High-quality place and design standards should therefore be treated as core transport outcomes of the Strategy, alongside accessibility.

3.4 Rather than prioritising a particular transport mode in all circumstances, decisions will be informed by route function, the character of the surrounding area, and the needs of residents, businesses and visitors. This recognises that different modes contribute in different ways to network efficiency, economic performance, environmental, accessibility and inclusion outcomes, as well as quality of place. The aim is to apply the right transport solutions to the right locations, supporting people and goods to move more efficiently while fostering communities with a sense of place.

3.5 This strengthens alignment with the emerging Local Plan's aim to enable sustainable growth but must be applied in a place-specific context; recognising that on some corridors, for example on the Strategic Road Network (Motorways and 'trunk' A roads managed and maintained by National Highways), motorised vehicles will continue to play an important role.

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3.6 When planning and managing streets, corridors and transport interventions, **consideration will generally be given to the following modes** in terms of how they can support key outcomes, quality of place, and the needs of different users:

- **Walking, wheeling and access for all:** Including people with disabilities, older people, children, carers and people using mobility aids and prams – ensuring safe, direct, comfortable and inclusive routes alongside high-quality public realm and wayfinding.
- **Cycling, micromobility and equestrians:** Including conventional cycles, e-bikes, adapted cycles and horse riders – providing coherent, attractive and appropriately designed routes.
- **Public transport:** Bus, coach, mass rapid transit and rail, including to/from park and ride sites, and mobility hubs – supporting improved reliability, journey times, interchange quality and passenger experience, as well as first- and last-mile access.
- **Shared mobility and pooled travel:** Including car clubs, shared taxis, demand responsive transport and emerging shared services – broadening travel choices, particularly where there are opportunities to widen access and make the transport network more inclusive.
- **Essential freight, servicing and access:** Including deliveries, servicing activity, emergency services and access for those who need to drive – managed efficiently and safely, using consolidation, time-window management and appropriate vehicle types.
- **General private motor traffic:** Cars, vans and other private vehicles – balancing safety, accessibility, network efficiency, economic performance, environmental objectives and the needs of other road users, while recognising their continued importance in journeys across different routes and places.

3.7 The Strategy considers the **phasing of interventions** to reflect both the feasibility of short-term delivery and the sequencing required to support planned growth and a **progressive build-up and build-out of the transport network** across and within modes, including across sub-modes such as bus and mass rapid transit, as different elements of the public transport network are delivered and strengthened over time:

- **In the short term**, priority is given to bus-based improvements, including priority, service enhancements and operational measures, to deliver immediate improvements in reliability, journey times and network efficiency. Initial high-quality public transport corridors, such as Cambourne-Cambridge, will also be developed and delivered.
- **In the medium term**, these improvements are complemented by further delivery of high-quality public transport corridors, initially bus-based but also mass rapid transit for cross-city, city centre and potential orbital routes around Cambridge, providing faster, more reliable and higher-capacity connections across Greater Cambridge.
- **In the longer term**, these corridors provide the foundation for a potential Greater Cambridge mass rapid transit network, subject to the related Cambridge Growth Company study and preparation of an appropriate business case.

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Movement and Place Framework for Greater Cambridge

3.8 The Strategy applies a Movement and Place Framework to guide how streets, corridors and hubs are planned, designed and managed. It recognises their dual function:

- **Movement**: moving people and goods efficiently and reliably (by all modes).
- **Place**: supporting local activity, exchange, social interaction, economic vitality, and environmental quality.

3.9 The framework classifies streets into **'types'** based on the relative significance of their movement and place roles, with each type associated with **priorities** and a 'toolbox' of **typical interventions**. In Greater Cambridge this enables a coherent approach across very different contexts, including the historic core, district and market town centres, science campuses and business parks, growth corridors, station and travel hub locations, towns and villages, and rural locations. A draft **Movement and Place Framework for Greater Cambridge** is presented in Figure 3.1 overleaf. It is based on a three-by-three matrix of movement and place functions from more 'local' to 'strategic'. For each of the nine 'types', priorities and typical interventions are shown in Table 3.1.

3.10 It guides where and how that priority is expressed - building on a people-centred approach to also be place-centred. It provides a consistent basis for making trade-offs where space is constrained, and for aligning street design and network management decisions with the Strategy's objectives.

3.11 It aligns with the Department for Transport's *Manual for Streets* that articulates that some streets are not only traffic corridors but also have important public realm functions and will be designed with wider community needs in mind.

3.12 It supports the emerging Local Plan:

- **Aligning transport with the Local Plan's spatial strategy:** The framework recognises that streets and corridors perform both movement and place functions, and that these roles vary across the city, market towns, villages, rural areas, and growth locations. This supports focusing development on sustainable locations.
- **Operationalising sustainable transport policies:** The framework operationalises the Local Plan's sustainable transport policies (notably **Policy I/ST: Sustainable transport and connectivity**) into street and corridor design. This helps the Local Plan's transport policies to be deliverable and effective.
- **Supporting high-quality place-making and design:** The framework reinforces the Local Plan's design-led approach (Policy I/ID: Infrastructure and delivery and Policy I/ST: Sustainable transport and connectivity) by making quality of place a core transport outcome rather than a secondary consideration. It strengthens the Local Plan's case that transport infrastructure will enhance quality of places.
- **Enabling sustainable growth and strategic site delivery:** For strategic site allocations in the emerging Local Plan, the Movement & Place framework helps demonstrate that growth locations should be served sustainably from the outset.
- **Supporting health and environmental objectives:** By managing trade-offs between movement and place, modal option choice will increase and provides a basis for integrating biodiversity and climate resilience into transport interventions.

3.13 The Cambridgeshire & Peterborough Combined Authority will develop operational guidance for use of the framework working with local partners, including mapping the Greater Cambridge transport network to the nine movement and place 'types'.

Applying the framework in practice

3.14 The Movement and Place Framework will be applied consistently across Greater Cambridge, but flexed to reflect the function, context and character of different places, including the historic city centre, neighbourhood centres, growth corridors, market towns and rural villages. In practice this means:

- **Street and corridor design:** Using the framework to guide space allocation, junction design, signal priorities and public realm, particularly where trade-offs are required.
- **Investment and programme prioritisation:** Prioritising schemes that improve walking, wheeling, cycling and public transport outcomes, especially where they also support congestion reduction, inclusion and climate objectives, but recognising that in some locations targeted highway capacity measures may also be required.
- **Growth and development:** Ensuring that new development is designed around the framework from the outset, with high-quality active travel and public transport access provided early, so that a choice of modes is provided available rather than retrofitted later.
- **Rural and peripheral areas:** Applying the framework in ways that recognise different densities and travel needs, including the role of demand responsive transport, travel hubs and shared mobility where fixed-route services are less viable.
- **Quality of place:** Using the framework to support healthier streets, reduced traffic dominance, better air quality, improved safety and attractive and inclusive spaces.

3.15 This approach directly supports the emerging Local Plan's objectives to reduce car dependency and enable sustainable travel (**Policy I/ST: Sustainable transport and connectivity**), while also aligning with the Plan's wider design and placemaking objectives (**Policy GP/QP**) by helping ensure that streets and corridors support high-quality, attractive and well-functioning places. It helps demonstrate that growth is aligned with a transport system that is positively prepared and effective.

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Figure 3.1: Draft Movement and Place Framework for Greater Cambridge

Movement & Place Framework for Greater Cambridge		**Place function**		
		P1: Local/Low place function Residential neighbourhoods and lower intensity housing and employment zones	**P2: District** District, town and neighbourhood centres	**P3: Core** Major civic and cultural areas
Movement function	**M3: Strategic** Regionally significant flows for freight and strategic travel	**A: Strategic corridors and hubs** Strategic and Key Route Networks where place activity is limited (e.g.M11; A14; A10 north of Cambridge)	**B: Strategic corridors through sensitive places** Strategic links cutting through urban and larger village contexts (e.g. A1301 through Great Shelford, A10 S of Cambridge)	**C: Urban gateways** Major gateways to urban areas and key urban retail/leisure corridors (e.g. Cambridge Station)
	M2: City region Key corridors connecting settlements, major employment centres, and stations/travel hubs	**D: Connectors** Inter-urban links serving commuting and other trips between settlements (e.g. Milton Road Park & Ride; A1307 Cambridge to Haverhill)	**E: Local high streets** District, neighbourhood, town and larger village high streets (e.g. High Street, Cambourne)	**F: City streets** Major urban corridors for civic functions, culture/leisure, retail and hospitality (e.g. Regent Street, Cambridge)
	M1: Local Local access and circulation, typically with low through movement significance	**G: Local and rural links** School streets, local distributor streets, rural lanes, Greenway routes, links between villages, local access to travel hubs	**H: Business park, town and larger village cores** Endpoints of journeys including district, town and village cores (e.g. Cambridge Science Park, Northstowe Green)	**I: City places** Places of major significance with high levels of localised activity (e.g. King's Parade, Cambridge)

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Table 3.1: Movement and Place types – priorities and typical transport interventions

Movement and Place 'Type'	Key priorities	Typical transport interventions
A: Strategic corridor and hubs	Network resilience, safety, freight reliability, emissions/noise mitigation.	Managed lanes/incident response, junction optimisation, freight management, environmental mitigation (barriers, planting), safe crossings at severance points, targeted capacity measures where required.
B: Strategic Corridor through Sensitive Places	Movement maintained but place protection strengthened (safety, severance, air quality).	Speed management at "place pinch points", upgraded crossings, bus priority where applicable, traffic signal co-ordination, HGV re-routing; delivery time windows, corridor adjacent public realm and greening packages.
C: Urban gateways	High pedestrian volumes, legibility, safety, seamless interchange, cycle parking, servicing managed.	Pedestrian priority crossings, wayfinding, cycle parking capacity, taxi/private hire vehicle management, bus interchange design, micro mobility provision.
D: Connectors	High quality sustainable movement (bus priority, cycling continuity, travel hubs).	Continuous cycle protection, bus lane/queue bypass, junction re design for buses/cycles, mobility hubs at key nodes.
E: Local high streets	Increasing footfall, safe access, efficient kerbside operations, through-traffic constrained.	Speed management, controlled parking/loading, bus stop upgrades, safe crossings, public realm enhancements, greening, cycle parking.
F: City streets	Reliable public transport, safe walking/cycling, high-quality public realm.	Bus/mass-transit priority, loading/servicing management, widened footways, protected cycle lanes, kerbside controls, public realm enhancements, landscaping including tree canopy and sustainable urban drainage.
G: Local and rural links	Safe active travel connectivity, inclusive access, permeability for walking/cycling, reduced dominance of traffic, appropriate rural speeds, integration.	Segregated/quiet route provision and upgrades for active travel, junction/crossing safety, lighting/wayfinding where appropriate, demand responsive transport, hub access improvements.
H: Business park, town and larger village cores	Safe active travel access, pleasant places to spend time, public transport connectivity, through-traffic constrained.	School streets, footway/crossing upgrades, cycle permeability including lanes/quiet routes and parking, local bus stop accessibility, , parking managed, public realm enhancements neighbourhood greening.
I: City places	Walking/wheeling first, cycling carefully integrated, servicing strictly managed, general traffic de-emphasised.	Access management, timed servicing windows, high-quality public realm, continuous accessible footways, protected junction treatments where cycling permitted.

Healthy Streets approach

3.16 The Strategy embeds a **Healthy Streets approach**, ensuring transport investment improves health, wellbeing and quality of life alongside connectivity.

3.17 In Greater Cambridge, this supports the Local Plan's aims for healthy, inclusive communities and accessible neighbourhoods (**Policies WS/HD, I/ID and I/ST**). It is particularly relevant in high-demand locations such as radial corridors, major growth areas and local centres where street design influences travel choices. By improving safety, reducing traffic dominance, enhancing air quality and creating more attractive and inclusive streets, transport interventions help deliver mode shift while also supporting public health, social inclusion and equality outcomes.

3.18 Figure 3.2 summarises the Healthy Streets principles, which focus on creating streets that are healthy, safe, inclusive and attractive for everyone, and shows how they can be applied in Greater Cambridge to support better street and corridor design.

Figure 3.2: Healthy Streets principles



High-quality place-making, design and quality standards

3.19 High-quality place-making is a **core transport outcome**, not a secondary consideration. The Strategy aligns transport delivery with the Local Plan's requirements for **high-quality design, climate resilience and sustainable communities** (**Policies GP/QP, I/ID and I/ST**).

3.20 Across Greater Cambridge—whether in the historic core, urban extensions, market towns or villages—transport infrastructure must be designed to reinforce local character, improve the public realm and support thriving places. This includes high standards of design, accessibility and integration with surrounding land uses from the outset of development.

3.21 Embedding clear quality and design expectations ensures that transport investment supports **well-designed, attractive and resilient places**, strengthens the case for sustainable growth, and contributes directly to the Plan's tests of soundness.

Summary

3.22 This principle helps demonstrate that the emerging Local Plan is positively prepared, justified, effective and consistent with national policy by:

- **Positively prepared:** showing how the proposed scale and distribution of growth can be supported through a clear framework for healthier places, access by a choice of modes, and streets and corridors that work for both movement and place.
- **Justified:** providing an evidence-based rationale for why the Movement and Place Framework and Healthy Streets approach together represent an appropriate strategy for Greater Cambridge.
- **Effective:** linking high-level strategy to practical design, network management and programme decisions, so that policy principles can inform corridor planning, scheme development, growth delivery and day-to-day transport decision-making.
- **Consistent with national policy:** aligning with the Manual for Streets and current DfT guidance by applying a vision-led, place-based approach that integrates transport, land use, accessibility, health, climate resilience and design quality. The Strategy will give due consideration to the NPPF, including its approach to traffic management and mode shift.

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Connectivity and access for all

Importance of connectivity

3.23 Alongside the Strategy's commitment to healthy people and thriving places, this principle focuses more specifically on whether people can reach the destinations they need in a safe, affordable, reliable and inclusive way. It supports improved connectivity by a choice of modes to and from communities and key destinations across Greater Cambridge, responding to differing levels of need, varying local contexts and the range of journeys people make day to day. Accessibility is understood broadly: not only in terms of journey time, capacity or congestion, but also affordability, physical accessibility, personal safety, comfort, confidence, legibility and access to information. In practice, this means planning the transport system so that people have a genuine choice about how they travel for daily needs, whether they live in Cambridge neighbourhoods, edge-of-city communities, new settlements and strategic sites, or rural villages and market towns. It also means aligning land use and transport so that homes, jobs, education, healthcare and local services are planned in ways that support travel by a choice of modes, consistent with the Local Plan's emphasis on connectivity and reduced reliance on the private car (**Policy I/ST**), with infrastructure delivered in step with development (**Policy I/ID**).

3.24 The Connectivity Baseline Report provides the starting point for understanding current patterns of connectivity across Greater Cambridge, including differences between Cambridge, the major new settlements, market towns, larger villages and more rural communities.

3.25 Building on that evidence, Table 3.2 sets out the proposed connectivity outcome targets that the Strategy will use to guide priorities and assess progress over time. These are intended to translate the baseline evidence into a clearer set of place-sensitive expectations for public transport, walking, wheeling and wider network access across different settlement types. The proposed outcome targets are across all key modes and are set to provide travellers with a real choice for key journeys.

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Table 3.2: Proposed connectivity outcomes and indicative access targets by settlement type

Settlement Type	Destination target (public transport + walk/wheel)	Transport Network Access Target	Rationale
City (Cambridge)	< 30 minutes to multiple employment, education, and healthcare destinations	Within a five minute* walk/wheel of a bus stop and within 450m of a Tier 1 or 2 Active Travel Route	Reflects urban density, service availability and ambitions set for short journeys in the CPCA LTCP. Public transport connectivity aligns with the GCLP. Active Travel targets align with the Cambridge Active Travel Strategy.
Towns (Cambourne, Northstowe, Waterbeach New Town)	< 45 minutes to at least one major employment centre and one further/sixth-form education destination	Within a five minute* walk/wheel of a bus stop and within 450m of a Tier 1 or 2 Active Travel Route	These targets align with DfT accessibility evidence and Movement strategies for similar town locations identified in the GCLP and the Cambridge Active Travel Strategy
Major Rural Centres (Histon & Impington, Great Shelford & Stapleford, Sawston, Bourn Airfield)	<60 minutes to at least one major employment centre and one further/sixth-form education destination	Within a five minute* walk/wheel of a bus stop and within 450m of a Tier 1 or 2 Active Travel Route	The 60-minute envelope aligned to DfT connectivity metrics and accepted rural travel realities as well as aligning with Cambridge Active Travel ambitions.
Minor Rural Centres	<90 minutes to at least one key service facility (education, healthcare, town centre)	Within a five minute* walk/wheel of a bus stop and within 450m of a Tier 1 or 2 Active Travel Route	The targets identified reflect the LTCP emphasis on access, and aligns with the Cambridge Active Travel Strategy
Group Villages	Hourly bus service frequency to the nearest town or major rural centre for onwards travel	Within 450m of a Tier 2 Active Travel Route	Consistent with NPPF recognition of different rural contexts and aligns with the rural context of the Cambridge Active Travel Strategy with Tier 2 routes serving rural locations

Settlement Type	Destination target (public transport + walk/wheel)	Transport Network Access Target	Rationale
Infill Villages	No fixed target, focus on non-car dependency to nearby centres, not direct city access	No fixed transport network access target.	Policy acknowledges limitations; risk-based rather than target-based approach.

*** Five minutes is typically equated to 400 metres**

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Inclusive access and everyday journeys

3.26 Delivering this principle in practice starts with making the transport network usable for everyone, including disabled people, older people, children, carers and people using mobility aids. The Strategy therefore places particular weight on inclusive design quality: removing physical barriers, improving crossings and junctions, managing footway obstructions, and ensuring routes are continuous, direct and comfortable. This is central to providing realistic travel options for a much wider range of people. These measures align with the Local Plan's objectives for creating healthy developments and supporting wellbeing (**Policy WS/HD**), and embedding sustainable travel outcomes through the design of development and supporting infrastructure (**Policies I/ST and I/ID**).

3.27 A connected network also depends on the practical features that make general travel workable day to day: secure and accessible cycle parking, including for adapted and cargo cycles; good lighting where appropriate; clear wayfinding and information; and convenient waiting and interchange environments. These elements often determine whether a journey feels safe, understandable and manageable, particularly for people with lower confidence or limited mobility. Improving them helps turn network investment into real access gains for different communities and user groups, reinforcing expectations for transport infrastructure and connectivity (**Policy I/ST**).

Rural connectivity and integrated journeys

3.28 For many residents outside Cambridge, access depends on the ability to combine modes: safe local active travel links to bus stops, rail stations and travel hubs, and reliable, affordable services that make longer journeys feasible without a need for car ownership. The Strategy therefore supports an integrated approach in which travel hubs function as practical interchange points for rural and edge-of-city areas, linking bus, future Mass Rapid Transit, heavy rail, demand responsive services and shared mobility, and are connected by high-quality walking, wheeling and cycling routes. This aligns with the Local Plan's approach to travel hub facilities (**Policy I/TH**) and the wider transport and connectivity policy framework (**Policy I/ST**), while also supporting the spatial strategy (**Policy S/DS**) by strengthening access to key nodes, centres and growth locations.

3.29 In rural and lower-density areas, the focus is on strengthening the links that most directly reduce exclusion: safe routes to schools and village colleges, local centres, healthcare and key interchange points, and connections into strategic corridors and Greenways where they provide the most useful everyday access. The Strategy recognises that solutions will need to be tailored to context, combining new and upgraded routes, safer crossings and junction treatments, and, where appropriate, traffic management to make conditions safer for walking, wheeling and cycling. This complements the Local Plan's commitment to sustainable patterns of development that support low-carbon travel and the climate emergency response (**Policy CC/SD**), the wider transition to net zero outcomes (**Policy CC/NZ**), and the integration of green infrastructure, landscape and water-sensitive design through corridor and route improvements (**Policies BG/GI and CC/IW**).

3.30 Finally, the Strategy will pay particular attention to whose accessibility is being improved, using evidence on transport disadvantage to help target interventions towards communities with lower access to jobs, services and education. This supports inclusive growth and the Local Plan's wellbeing objectives (**Policy WS/HD**), while also contributing to climate and environmental goals by enabling more trips by sustainable modes. Where access improvements are delivered through corridor and hub schemes, the Strategy also promotes integrating green and blue infrastructure and nature-based solutions—such as shade, planting, habitat connectivity and sustainable drainage—so that the network supports biodiversity and water outcomes as well as movement (**Policies BG/GI and CC/IW**).

Summary

3.31 This principle helps demonstrate that the emerging Local Plan is positively prepared, justified, effective and consistent with national policy by:

- **Positively prepared:** showing how the Local Plan's scale and distribution of growth can be supported by a transport strategy that improves access to jobs, services and opportunity across Greater Cambridge, including for rural communities, disadvantaged areas and new development locations.
- **Justified:** providing an evidence-based rationale for improving inclusive access through better active travel, public transport, travel hubs, shared mobility and first- and last-mile connections, reflecting current patterns of accessibility and transport disadvantage across Greater Cambridge.
- **Effective:** linking the Strategy's accessibility principles to practical interventions such as travel hubs, demand responsive transport, Greenways, safer interchange and corridor-based public transport investment, so that wider access gains can be delivered in practice over time.
- **Consistent with national policy:** aligning with the NPPF and current DfT guidance by promoting accessible, affordable and inclusive travel, reducing transport disadvantage, and supporting integrated, place-sensitive solutions across both urban and rural parts of Greater Cambridge.

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Supporting sustainable development

3.32 The Strategy supports the Local Plan's development strategy by aligning transport and growth so that development is focused on locations where there is, or can be, a genuine choice of modes, where access to jobs, services and facilities can be provided with less reliance on the private car, and where supporting infrastructure can be planned alongside development from the outset. This reflects the wider approach to sustainable development, which is to meet homes, jobs and infrastructure needs in ways that support thriving neighbourhoods, reduce carbon emissions and protect the environment. It is also consistent with the Local Plan's development strategy (**Policy S/DS**), which prioritises development within Cambridge, on the edge of Cambridge, at expanded and new settlements, and in the well-connected more rural locations (**Policy I/ST**). In practice, this means compact and connected patterns of growth, early provision of walking, wheeling and cycling links, public transport corridors and travel hubs where appropriate, and a clear relationship between the timing of development and the delivery of the infrastructure needed to support travel choice from the outset. It also means that the Strategy should be capable of informing decisions not only under the growth levels identified in the emerging Local Plan, but also under wider long-term growth scenarios where additional homes and jobs are being considered, so that transport infrastructure can continue to be planned alongside development in a coordinated and sustainable way.

Coordinating growth, phasing and infrastructure delivery

3.33 A sustainable development strategy depends on getting the sequencing right. Where new communities, employment sites and intensification come forward, the transport offer must be in place early enough to shape travel choices from first occupation, consistent with the Local Plan's requirements for infrastructure delivery and phasing (**Policy I/ID**) and the provision of sustainable transport and connectivity (**Policy I/ST**). That means delivering the 'everyday' networks first—safe walking, wheeling and cycling routes to local centres, schools and public transport stops—alongside early public transport service quality and priority measures that make sustainable modes competitive. It also means that masterplanning, street layouts, junctions and parking are designed to support travel choice outcomes and public transport corridor function, rather than locking in car-dependent patterns that become difficult and expensive to reverse later, but recognising that car use will continue to be important for some journeys depending on their user, purpose, and their origin and destination and time of day and week.

3.34 For strategic sites, the Strategy supports a clear set of infrastructure triggers, delivery responsibilities and safeguarded alignments so that development phasing is aligned with the capacity and performance of the wider network (**Policy I/ID**) and with any requirements to protect important infrastructure for future delivery (**Policy I/SI**). This includes: (i) defining minimum early-phase sustainable access requirements (continuous active travel links, bus priority, travel hub provision and high-quality interchange) consistent with **Policies I/ST and I/TH**; (ii) identifying medium-term upgrades linked to growth thresholds and network mitigation (**Policies I/ST and I/ID**); and (iii) setting out longer-term public transport corridor and rail interventions, including safeguarded mass rapid transit corridors (**Policies I/ST and I/SI**). Embedding these triggers within the development strategy strengthens the Local Plan's infrastructure

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delivery narrative and helps demonstrate that growth is achievable without an over-dependence on private car use, by linking allocations to realistic, timed investment arrangements.

Safeguarding corridors and aligning transport with growth

3.35 In Greater Cambridge, supporting sustainable development also requires safeguarding the routes and sites needed to serve growth over time. The Strategy therefore supports safeguarding public transport corridors, station access, travel hub sites and active travel alignments where there is a clear strategic case, so that future phases of development can be served by high-quality transport provision rather than relying on retrofit. This reflects the emerging Local Plan's approach to safeguarding important infrastructure (**Policy I/SI**) and its wider emphasis on locating and designing development so that travel choices are available and can be strengthened over time (**Policy I/ST**). It is particularly important in the main growth corridors and strategic allocations identified through the Local Plan, where early decisions about land use, access and street layout can either enable or constrain future public transport capacity and high-quality walking, wheeling and cycling connections.

3.36 This principle also supports the Local Plan's infrastructure-led approach by linking corridor safeguarding directly to phasing and delivery. Safeguarded routes and sites provide greater certainty about how strategic allocations and longer-term growth locations can be served, and they strengthen the basis for infrastructure requirements to be identified, secured and brought forward in step with development (**Policy I/ID**). In this way, safeguarding is not only a matter of protecting transport infrastructure: it is part of ensuring that growth remains consistent with the spatial strategy in **Policy S/DS**, supports sustainable transport and connectivity (**Policy I/ST**), and protects the delivery of future infrastructure (**Policy I/SI**). It is distinct from **planning for healthy people and thriving places**, which is concerned primarily with the quality and liveability of streets and places, and from **connectivity and access for all**, which focuses on widening access to opportunity across existing communities and the wider region. Here, the emphasis is on ensuring that new development is planned around the transport infrastructure it will need and phased accordingly.

Summary

3.37 This principle helps demonstrate that the emerging Local Plan is positively prepared, justified, effective and consistent with national policy by:

- **Positively prepared:** showing how the Local Plan's scale and distribution of growth can be supported by a transport strategy that aligns development with access by a choice of modes, infrastructure delivery and reduced long-term car dependency from the outset.
- **Justified:** providing an evidence-based rationale for coordinating growth, phasing and transport investment, and for safeguarding the corridors, sites and access arrangements needed to support a deliverable development strategy.
- **Effective:** linking the Strategy's principles to practical requirements for infrastructure triggers, delivery responsibilities, safeguarded alignments and phasing, so that strategic sites and growth corridors can be supported in practice over time.

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- **Consistent with national policy:** aligning with the NPPF and current DfT guidance by planning transport and land use together, supporting sustainable patterns of development, and considering infrastructure needs from the earliest stages of plan-making.

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Key interventions

3.38 Table 3.1 shows the role each main intervention group in the Strategy has in contribute to each of the five Strategy objectives. It distinguishes between a 'primary' and 'supporting' role, recognising that many interventions are cross-cutting and contribute to multiple objectives at the same time. The table shows that the Strategy depends on both cross-cutting measures and corridor- or place-based packages rather than any single intervention type. Active travel, public transport, and city access, parking and servicing are the strongest shared levers across the objectives, while the north, west, south, east and rural packages target the specific growth, access and network challenges.

Table 3.3: Alignment of objectives and intervention types

Intervention group	Objective 1: Congestion	Objective 2: Access and inclusion	Objective 3: Economy and jobs	Objective 4: Growth and homes	Objective 5: Climate and environment
City access, parking and servicing	Primary	Supporting	Supporting	Primary	Primary
Greenways, LCWIP, and local active travel	Primary	Primary	Supporting	Supporting	Primary
Bus priority, shared mobility and mass rapid transit	Primary	Primary	Primary	Primary	Primary
Waterbeach and northern corridors	Primary	Primary	Primary	Primary	Supporting
Cambourne and west corridor	Primary	Primary	Supporting	Primary	Supporting
South corridor including the southern cluster, stations and travel hubs	Primary	Supporting	Primary	Primary	Supporting
East corridor, Cambridge East and rail upgrades	Primary	Supporting	Primary	Primary	Supporting
Rural links, DRT and Greenway wheel	Supporting	Primary	Supporting	Supporting	Supporting
Targeted highway junction and corridor improvements	Primary	Supporting	Supporting	Primary	Supporting

3.39 Figure 3.3 overleaf provides a map of key interventions included within the Strategy. Further detail is provided in each of the thematic sections aligned to each objective, supported by transport related policies. From a development perspective, additional local and site-specific transport schemes are identified in the New Strategic Allocations Assessment Transport Mitigation Measures document currently being updated for Regulation 19 Local Plan consultation by the Greater Cambridge Shared Planning Service.

Figure 3.3: Map of key Greater Cambridge Transport Strategy rail, high quality public transport corridor and mass rapid transit interventions



Supporting documents

3.40 The overarching strategy should be read alongside the emerging Greater Cambridge Local Plan and other supporting evidence, including the Transport Evidence Report (October 2025), the New Strategic Allocations Assessment Transport Mitigation Measures document as noted above, Sustainability Appraisal, Habitats Regulations Assessment and Equalities Impact Assessment. Together, these documents help demonstrate that the transport strategy is positively prepared, justified, effective and consistent with national policy.

3.41 Equalities considerations should inform both strategy development and scheme design. The Equalities Impact Assessment is therefore a key supporting document and should be used alongside accessibility, health, carbon and environmental evidence to shape priorities, mitigation measures and delivery decisions across the programme.

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4 Thematic strategies

Introduction

4.1 This chapter applies the overarching strategy to the main transport challenges and opportunities facing Greater Cambridge. Each thematic strategy draws on one of the objectives - explaining the case for change, the policy basis, the principal interventions, phased over time, supporting policies, and the relationship to the emerging Greater Cambridge Local Plan and Cambridgeshire & Peterborough Local Growth Plan.

4.2 Together, these thematic strategies should be read as complementary parts of a single, integrated transport approach rather than as separate workstreams. In practice, the same interventions often contribute to more than one theme/objective: measures that help manage congestion can also improve access to opportunity, support business productivity, enable growth and reduce environmental harm.

4.3 The structure is as follows:

- establishing practical, phased solutions to congestion, and its wider impacts, in and around Greater Cambridge;
- supporting businesses and our priority economic sectors, including the research campuses and science parks;
- enabling new development and homes, including the sites in the emerging Local Plan;
- connecting homes, disadvantaged areas and the wider region to the economic opportunity of Cambridge; and
- reducing emissions and enhancing the local environment.

4.4 The section is completed with supporting policies covering a relevant range of modal and thematic topics. These are not additional or instead of Local Plan transport related polices but to be considered in conjunction.

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Establishing practical, phased, long-term solutions to congestion in and around Cambridge

Greater Cambridge's congestion is already constraining its global competitiveness and quality of place, so this strategy takes a practical, phased approach—improving bus reliability and priority now while delivering high-quality public transport corridors into the medium term, and planning and delivering those corridors with a view to full integration into a future mass rapid transit network, subject to the related Cambridge Growth Company study and preparation of an appropriate business case. This will also enable the area to support the transformational growth ambitions of the Local Growth Plan.

Context and case for change

4.5 Congestion in and around Cambridge is constraining access to jobs, education and services, reducing bus reliability, and weakening the quality of place that underpins the city's international competitiveness. The Strategy's underpinning Need for Intervention report shows that Greater Cambridge saw significant growth in traffic over the decade to 2019, with car traffic across radial cordons increasing by 10% and goods vehicle traffic by 38%, exacerbating delays, bus unreliability and unsafe conditions for cycling and walking. While the impacts of the Global COVID-19 Pandemic reduced demand temporarily, there has been a return to growth in travel demand over the past five years.

4.6 Congestion is particularly severe at strategic gateways such as the Milton Interchange (A10/A14) and at various M11 junctions, where average morning peak delays exceed three minutes, while in Cambridge traffic speeds can fall by up to 50% in peak periods. These pressures matter in a city region with around 208,000 jobs and a dense, globally significant concentration of professional, scientific, technical, education and health activity. A vision-led response is therefore required, consistent with the National Planning Policy Framework and current local transport plan guidance, but also grounded in the practical need to manage street space more efficiently, improve first- and last-mile connections, and support a step change in travel choice.

4.7 For Cambridge itself, the most acute pressures are on radial corridors and within the city centre and inner suburbs, where high levels of demand are concentrated in a constrained historic urban environment. The attached report notes that, even where people arrive by rail, last-mile trips from Cambridge station into central areas are affected by narrow footways, clutter, difficult junctions and inconsistent wayfinding, while several orbital links with some of the highest cycle flows still lack dedicated, grade-separated active travel provision.

4.8 This matters because Greater Cambridge already has exceptionally strong potential for wider travel choice: 51% of people in Cambridge cycle between two kilometres and five kilometres to work, compared with 38% nationally, and 24% walk two kilometres to five kilometres compared with 4% nationally. A movement and place approach is therefore essential, focusing on high-quality public realm, walking, wheeling, cycling, servicing management and efficient access for essential users in the centre, alongside reliable public transport, safer junctions and better interchange on suburban and radial corridors.

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Key interventions

Overview

4.9 The interventions and supporting policies in this section are intended to change how the transport network functions; not simply adding capacity to it but improving connectivity.

4.10 In the short term, the focus is on measures that can begin to manage congestion better and improve connectivity and reliability of journeys for drivers, bus passengers and pedestrians and cyclists alike - improving the efficiency of existing streets and giving people transport choices to reduce the dependency on car usage for everyday trips. Greenways, early bus and rail improvements, local changes to kerbside management (for example, optimising management of deliveries and servicing), and freight consolidation will help to manage congestion and improve connectivity, improving reliability and make walking, cycling and public transport more attractive, including improving conditions for motorists through improved park and ride provision. In this period, the aim is to work towards public transport, including first- and last-mile connectivity and interchange via travel hubs and Park & Ride, having generalised journey times that are competitive with the private car for cross-city, city centre and key radial corridor movements, with that position achieved in the medium term. These early actions will also begin to discourage non-essential through traffic in Cambridge city centre and inner urban corridors, with the full effect achieved in the medium term. These early actions also reinforce the Strategy's wider policy approach by supporting healthier places, better public realm and more efficient use of limited street space in and around Cambridge.

4.11 Over the medium term, these early measures are strengthened by corridor-based investment that connects the city centre to the main growth locations and other key locations around it. The north and south corridor packages, including travel hubs, high-quality public transport and active travel corridors, station upgrades and targeted highway changes, help create a more joined-up system in which longer-distance trips can transfer more easily to so-called 'last mile' modes for the final part of the journey. Some early phases of these corridors, including bus priority, junction improvements and enabling works, will also be delivered in the short term where appropriate. All high-quality public transport corridors will be planned and delivered with a view to full integration into a future mass rapid transit network, subject to the related Cambridge Growth Company study and preparation of an appropriate business case. This is important because congestion in Cambridge is driven not only by local trips within the city, but also by commuting, servicing and access movements from surrounding settlements and key employment areas. By improving interchange, protecting space for public transport, and sequencing infrastructure alongside growth, the Strategy begins to build a network that is more resilient, offers more choice, is more reliable and better able to support both movement and place.

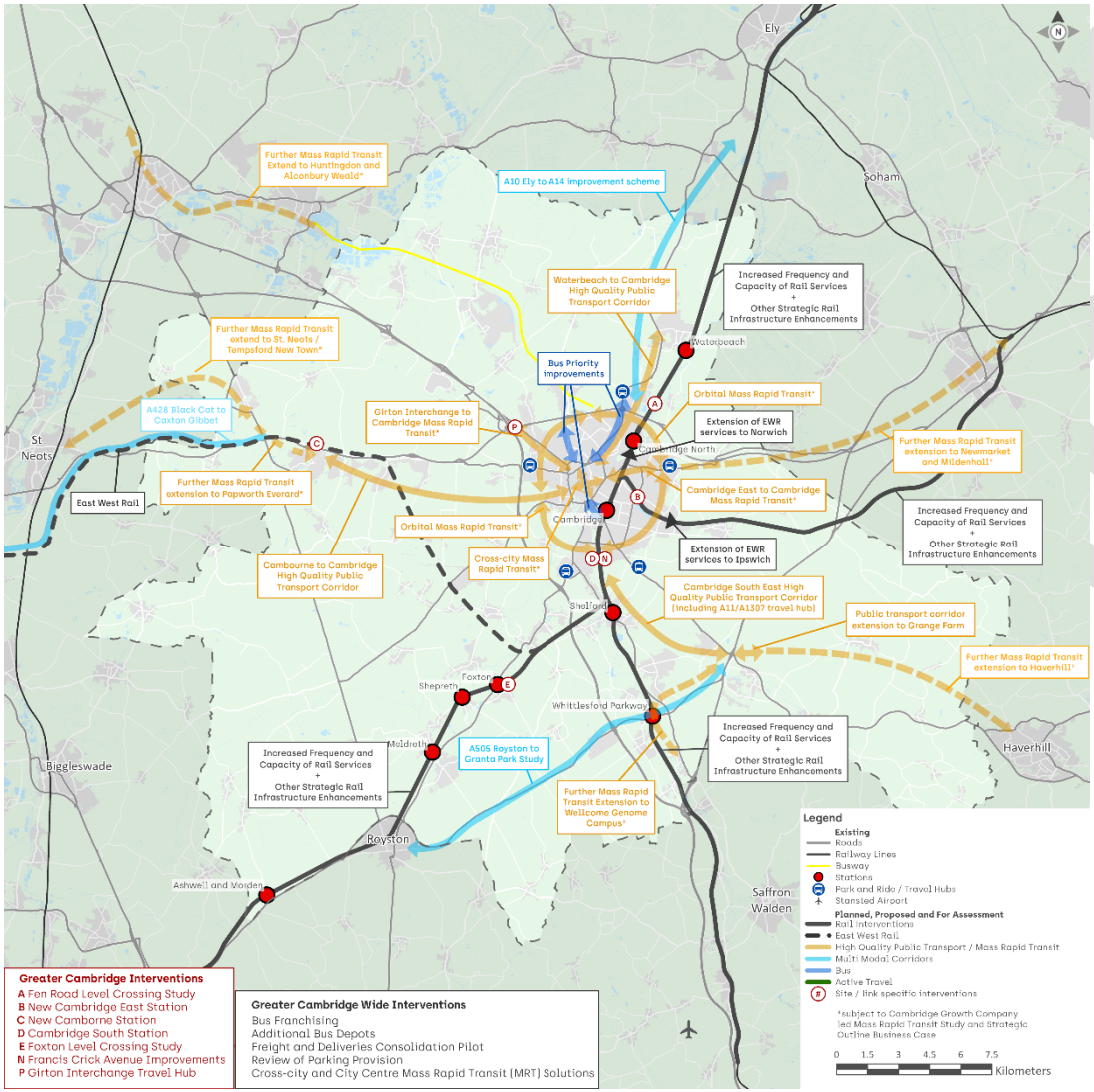
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4.12 In the longer term, the full package is intended to work cumulatively: a free running mass rapid transit network; rail, travel hubs and corridor upgrades improve access from the wider area; and land use and transport are coordinated so that new development supports rather than worsens congestion. The result is not the complete removal of traffic, but a recognition that car travel will remain important on many parts of a more balanced and better performing network in which essential trips, buses, freight and servicing can move more efficiently, while more people are able to reach jobs, services and neighbourhood destinations without relying wholly on the private car. In this way, the interventions and policies build on one another over time to provide a practical long-term response to congestion that also supports economic productivity, healthier places and sustainable growth.

4.13 Figure 4.1 illustrates the main transport interventions in and around Greater Cambridge that together support the strategy's approach to managing congestion, enhancing connectivity, and improving movement and place outcomes.

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Figure 4.1: Establishing practical, phased, long-term solutions to congestion in and around Cambridge – map of key interventions



Short term (2026-2030)

- Continued delivery of the ongoing Greenways programme to provide radial active travel links from surrounding settlements into Cambridge and to major destinations within the city.
- Cambridge South station opens in June 2026, strengthening access to Addenbrooke's Hospital and the Cambridge Biomedical Campus.
- Delivery of Cambridge City Council's masterplan for the city centre Civic Quarter.
- Local traffic management measures and multi-modal corridor schemes (e.g. Madingley Road, Hills Road) and encouraging non-essential through traffic to use more suitable corridors such as the Strategic Road Network.
- Additional bus priority and other measures to improve first- and last-mile connectivity and interchange via travel hubs and Park & Ride, working towards public transport having generalised journey times competitive with car for cross-city, city centre and key radial corridor movements.
- Freight and deliveries consolidation pilot to reduce servicing traffic and support last-mile logistics.
- Finalisation and delivery of an Integrated Parking Strategy to help reduce congestion and support a better movement and place balance.
- Completion of high-quality public transport and segregated active travel corridors between:
  - Cambourne and Cambridge
  - Cambridge Biomedical Campus and the A11 (Cambridge South East Transport)

Medium term (2030-2035)

- North corridor package, including completion of Greenways from Waterbeach and Horningsea, a high-quality public transport and segregated active travel corridor between Waterbeach and Cambridge, Waterbeach station relocation, and targeted A10 improvements (with possible larger highway interventions delivered in the long term).
- South corridor package, including completion of the Melbourn and Sawston Greenways, Cambridge South West Travel Hub and Foxton Station, A505 corridor improvements, Whittlesford Parkway station upgrades, higher capacity trains between Cambridge and London terminus stations on both key routes.
- East corridor package, including completion of eastern Greenways, relocation of Newmarket Park & Ride to a higher-capacity site, and future mass rapid transit to Cambridge East along Newmarket Road.
- West corridor package, including completion of Greenways from Comberton, Barton and Haslingfield.
- Public transport, supported by first- and last-mile connectivity and interchange via travel hubs and Park & Ride, achieves generalised journey times that are competitive with the private car for cross-city, city centre and key radial corridor movements.
- Cross-city mass rapid transit corridors will be developed to improve connectivity between key parts of Cambridge and support high-capacity movement to/between the city centre, major employment centres and to/from travel hubs.
- Potential orbital mass rapid transit and other public transport improvements linking North East Cambridge, Cambridge West, Cambridge East/Peterhouse Technology

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Park and the Cambridge Biomedical Campus together as part of the network to improve non-radial business connectivity.
- Early phases of each high-quality public transport corridor, including bus priority, junction improvements and enabling works, will be delivered in the short term where appropriate (e.g. Cambourne-Cambridge).
- The corridors will be planned and delivered with a view to full integration into a future mass rapid transit network, subject to the related Cambridge Growth Company study and preparation of an appropriate business case.

Long term (2035-2045)

- North corridor package, including enhanced rail infrastructure to improve radial connectivity to Ely and on to Peterborough and Fenland Stations, and north to King's Lynn and intermediate stops, supported by Fen Road Level Crossing changes.
- South corridor package, including mass rapid transit extensions from a new A11 Travel Hub to Grange Farm, Granta Park, and Babraham Research Campus, including options being assessed to connect with Duxford and Hinxton/Wellcome Genome Campus, and in the longer term to Haverhill.
- East corridor package, including Cambridge East station and wider rail upgrades east towards Newmarket to allow higher frequency of services, including East West Rail services calling at Cambridge East station and onwards to Norwich, Ipswich and intermediate stops.
- West corridor package, including Cambourne station as part of East West Rail, and extensions to mass rapid transit to support developments and connectivity.

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Supporting policy (see Policies 1 to 12 at the end of this section)

4.14 Policy 1: Active Travel will be applied by prioritising walking, wheeling and cycling for short trips and first- and last-mile access in and around Cambridge, recognising that these need to be attractive so as to be realistic alternatives to car journeys for many trips. In this theme, that means focusing on radial and orbital routes, junction and crossing improvements, inclusive design, cycle parking and direct links to stations, bus stops, Park and Ride sites and travel hubs, consistent with the Cambridgeshire Active Travel Strategy and Local Cycling and Walking Infrastructure Plan, and Policy 4: Travel Hubs.

4.15 Policy 2: Rail; Policy 3: Bus, Mass Rapid Transit and Coach; and Policy 4: Travel Hubs will be applied through a hierarchy of short-term urban bus priority and service reliability measures within the ring of mobility hubs, medium-term continued mass rapid transit network build out including fares and information integration, and longer-term protection and phased delivery of higher-capacity mass rapid transit on the busiest corridors. These policies are central to easing the congestion that is constraining Cambridge's growth, labour market access and 'between company' interactions, and day-to-day functioning, by improving interchange, strengthening the public transport offer and providing viable alternatives to car travel into the most constrained parts of the city. Policy 5: Parking is prepared to support wider outcomes of the Strategy including supporting mass rapid transit delivery and viability.

4.16 Policies 7: Taxi & Private Hire and Policy 8: Micromobility and Powered Two/Three Wheelers will be applied so that taxis, private hire and powered two/three wheelers support access without adding unnecessary congestion or kerbside pressure in the busiest locations. Policy 9: Highways and Traffic Management will also guide the management of the Strategic Road Network, the Major Road Network (the next tier of strategic A roads managed by Cambridgeshire County Council as the Local Highway Authority), and other local roads (and rights of way) through the Movement and Place Framework. This includes signal and junction changes, access management, discouraging non-essential through traffic in Cambridge city centre and inner urban corridors, and more efficient use of road-space, recognising that more active management of limited highway capacity is essential if Cambridge is to function effectively as it grows.

4.17 Policy 6: Freight and Servicing will be applied by distinguishing between local deliveries and servicing in constrained urban areas, wider freight movements on the most suitable corridors, and construction traffic and logistics associated with growth and major schemes. This is critical in a city where freight, servicing and construction activity make a disproportionate contribution to congestion and network conflict, and where better management is needed to protect reliability, reduce environmental harm and ensure that streets and corridors can continue to support growth, access and quality of place.

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Connecting homes, disadvantaged areas and the wider region to the economic opportunity of Cambridge

For Greater Cambridge's economic potential to be fully realised, its people and communities need to be better connected to homes and employment opportunities across the city and wider region. By focusing on improving public transport, strengthening links to key jobs and growth locations, and extending access beyond the city to surrounding towns and rural areas, this strategy will ensure that the benefits of growth can be shared by all.

Context and case for change

4.18 Transport connectivity is central to whether people can access jobs, education, healthcare, shops and social opportunities, yet the benefits of Greater Cambridge's economy are not shared evenly. The Need for Intervention report shows that Addenbrooke's Hospital is more than 30 minutes away by public transport from the north and west of Cambridge City and can exceed 60 minutes from parts of South Cambridgeshire, while many parts of Greater Cambridge are more than 60 minutes from a sixth form or further education institution by public transport. It also identifies multiple forms of transport-related social exclusion, combining deprivation and poor accessibility including in some neighbourhoods in places such as East Cambridge, King's Hedges, Willingham and Kneesworth/Whaddon.

4.19 These issues are sharpened by the area's demographic profile and uneven access to cars: 21% of households across Greater Cambridge do not own a car, including 34% in Cambridge, while car ownership is close to universal in many rural parts of South Cambridgeshire. National policy and the LTCP both support a more inclusive transport system that connects people to opportunity and essential services in ways that reflect very different local circumstances.

4.20 For Greater Cambridge, this means improving access not only to central Cambridge but also to market towns, district centres, education and healthcare facilities, and interchange points on the wider network. The Need for Intervention report emphasises that the city region attracts medium- to long-distance commuting from places outside Greater Cambridge such as Huntingdonshire, Ely, Royston, St Neots and Bury St Edmunds, and that continued growth is making the area more polycentric and widening the area over which access to opportunity matters. It also shows that an ageing population will increase demand for accessible local bus and demand responsive services, while the area's large population of younger adults and high housing costs risk pushing more workers further from jobs and services.

4.21 The report further highlights the growing role of first- and last-mile solutions and emerging mobility: the Voi trial delivered over 1.5 million rides in 2025 with 35% year-on-year growth, and is estimated to have replaced around 1.9 million short car trips to date. The case for change is therefore about more than just faster trips to the city centre: it is about supporting inclusive growth, reducing transport disadvantage and widening access to opportunity through better buses, travel hubs, active travel, safer and more legible interchange, and shared mobility across a diverse geography of city neighbourhoods, edge-of-city communities and rural villages.

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Key interventions

4.22 The interventions and supporting policies in this section are intended to broaden access to opportunity by making the wider transport system work better for people whose journeys are not well served today. In the short term, the emphasis is on practical measures that improve local access and make multi-stage journeys more realistic, especially for people in rural settlements, disadvantaged areas and edge-of-city communities. Travel hubs, demand responsive transport, shared mobility, Greenways and better first- and last-mile links to rail and bus services all help to reduce the gaps between where people live and where jobs, education, healthcare and services are located. These measures are particularly important because they improve inclusion and accessibility early, while also laying the foundations for a more connected regional network over time.

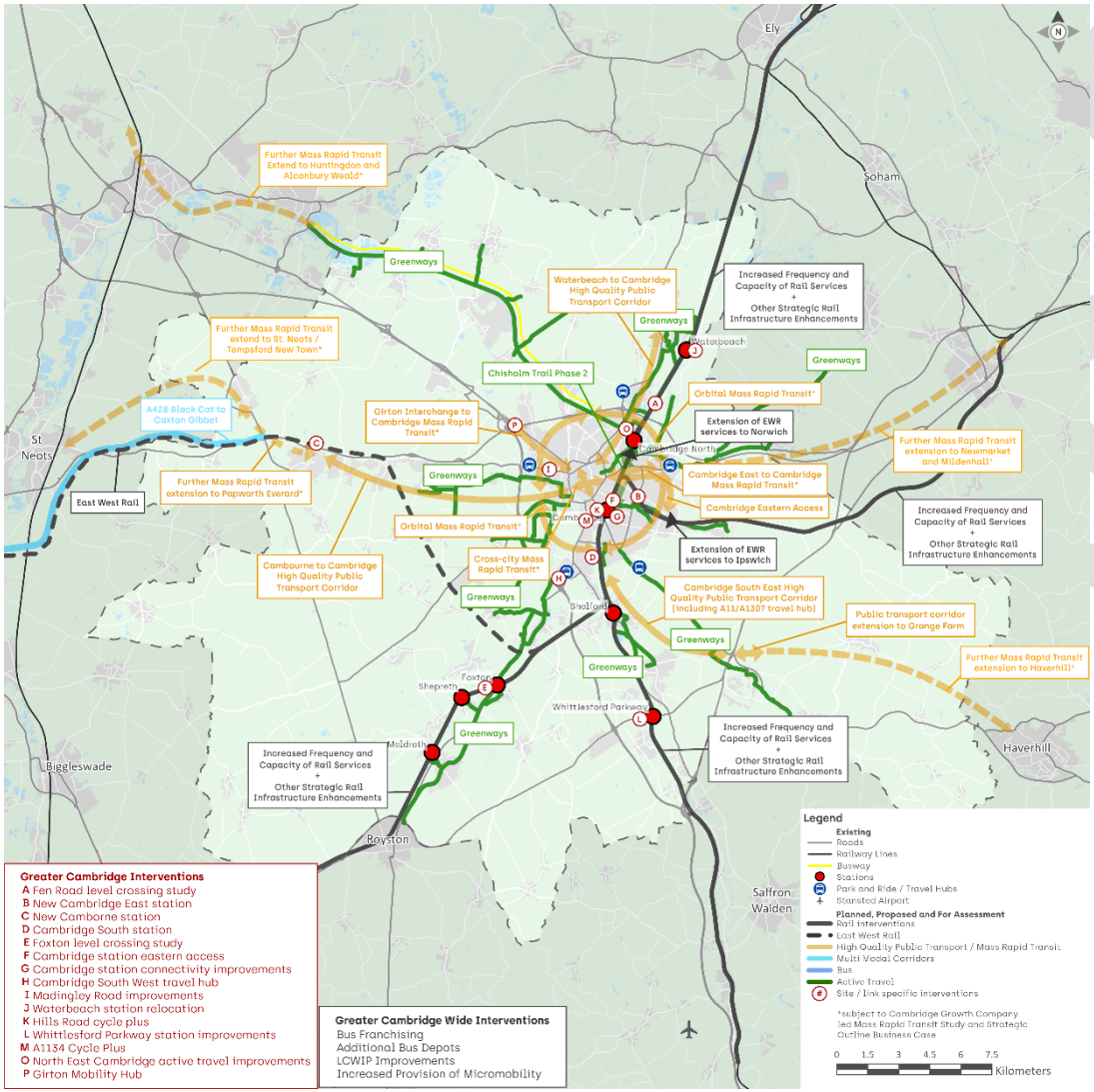
4.23 Over the medium term, these local and flexible interventions are strengthened by corridor-based public transport and active travel investment linking Cambridge more effectively with major settlements and growth areas to the north and west. Schemes such as the Waterbeach-Cambridge corridor help create a more coherent network in which longer-distance journeys can connect more easily with local onward travel, whether to employment, education, health or other key destinations. This matters because access to opportunity in Greater Cambridge depends not only on travel to the city centre, but also on connections to campuses, district centres, stations, market towns and interchange points across a more polycentric area. By improving interchange, reducing access barriers and extending the reach of sustainable modes, the strategy begins to turn a set of isolated travel options into a more joined-up system.

4.24 In the longer term, the full package is intended to work cumulatively so that accessibility improves not just on individual corridors, but across the wider geography of Greater Cambridge and its surrounding travel-to-work area. New public transport routes, stronger interchange, shared mobility and active travel connections together make it easier for more people to reach key destinations without needing to rely on private car ownership. The result is a transport system that supports more inclusive growth by widening labour market access, reducing transport disadvantage and helping communities in different locations benefit more fairly from the area's economic success. In this way, the interventions and policies build on one another over time to connect homes, disadvantaged areas and the wider region more effectively to the opportunities that Greater Cambridge offers.

4.25 Figure 4.2 shows the main interventions across Greater Cambridge that support improved access to jobs, services and opportunity, including the role of travel hubs, shared mobility, active travel and corridor-based public transport investment.

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Figure 4.2: Connecting homes, disadvantaged areas and the wider region to the economic opportunity of Cambridge – map of key interventions



Short term (2026-2030)

- The ‘wheel’ of Greenways and other strategic active travel links will continue to be built out, connecting smaller settlements and edge-of-city communities to Cambridge, prioritising routes to schools, colleges, major employment centres, rail stations and other key travel hubs.
- Shared mobility expansion, including e-scooters, cycles, e-bikes, cargo bikes and car clubs, targeted at places where these can widen travel choices, improve first- and last-mile access, and reduce transport exclusion for people without regular access to a private car.
- First- and last-mile improvements to bus, rail and travel hubs, including safer walking, wheeling and cycling routes, secure cycle parking, step-free access, clearer wayfinding and better interchange design, so that longer multi-stage journeys become more realistic and attractive for more people across Greater Cambridge.
- Continuing to support demand responsive transport, and its uptake and viability, in areas where frequent, ‘fixed route’ services are difficult to sustain commercially and financially and in communities with lower levels of accessibility, helping people reach nearby towns and larger villages, healthcare, schools and further education, rail stations and other key travel hubs.
- Cambourne-Cambridge high-quality public transport and segregated active travel corridor, linked to western Greenways and travel hub provision, to improve access from the west to jobs, education and services in and around Cambridge while reducing transport disadvantage for communities along the corridor.
- A high-quality public transport and segregated active travel corridor between Cambridge Biomedical Campus and the A11 (Cambridge South East Transport) to improve access from the A11 corridor and communities such as Sawston, Stapleford and Great Shelford to the Cambridge Biomedical Campus, Cambridge South station and the wider city, strengthening access to major jobs, healthcare and education.

Medium term (2030-2035)

- A network of district and rural travel hubs developed in market towns, larger villages and key interchange locations to connect local communities to bus, rail and shared mobility networks, improving access to jobs, education and services while supporting sustainable access to major destinations and growth locations.
- Waterbeach-Cambridge high-quality public transport and segregated active travel corridor, supported by a travel hub and improved interchange with relocated Waterbeach station, to widen travel choices from the north and improve access to employment, education and services for existing and future communities.
- A new mass rapid transit corridor serving Cambridge East, strengthening access to jobs and services in the east of Cambridge and improving onward interchange with the wider public transport and rail network.
- Potential orbital mass rapid transit and other public transport improvements linking North East Cambridge, Cambridge North Station, northern business parks, to a) Cambridge West; and b) Cambridge East and Peterhouse Technology Park; and southern arcs from Cambridge West and Cambridge East to Cambridge South Station/Cambridge Biomedical Campus to improve non-radial connectivity avoiding the city centre.

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Long term (2035-2045)

- Potential mass rapid transit extensions to Huntingdon, Cambourne North, St Neots/ Tempsford, Haverhill, and Mildenhall, subject to the related Cambridge Growth Company study and preparation of an appropriate business case. No MRT routes have yet been decided and all remain under consideration.

Supporting policy

4.26 Policies 1, 3, 4 and 8 will be applied to improve access to opportunity, key services and everyday amenities for communities whose journeys are not well served today. In this theme, that means active travel measures that strengthen short local trips to schools, neighbourhood centres, health facilities and public transport nodes, alongside inter-urban and rural bus, demand responsive transport and other shared mobility measures that widen access to employment, education, healthcare and local centres beyond Cambridge. Where conventional bus services are central to access, the Strategy will align with the Cambridgeshire and Peterborough Bus Service Improvement Plan in supporting better frequencies, simpler fares and ticketing, clearer information, improved interchange and a stronger passenger experience.

4.27 Policies 5, 7 and 8 will be applied so that people have better alternatives to private car ownership where full car access is not available, affordable or necessary for every journey. This includes car clubs and shared mobility as part of a wider access offer, together with taxis and private hire for first- and last-mile journeys and for places or users who need flexible access alongside fixed-route services. Powered two wheelers, while not a primary strategic mode in this Strategy, will be managed within the same wider network framework through Policy 9 so that their use reflects the movement and place role of different streets and corridors, the need for safe operation, and the efficient use of limited road space across the SRN, MRN and local network.

4.28 Policies 6 and 9 will be applied so that highways, traffic management and freight support rather than undermine inclusive access to opportunity. Policy 9 will guide the management of the MRN and local network through the wider Movement and Place Framework, using network management, signal and junction changes, access management and road-space reallocation to support reliable bus services, safer active travel, essential access and better place quality. Policy 6 will distinguish between local deliveries and servicing in constrained urban areas, wider freight movements on the most suitable corridors, and construction traffic and logistics associated with growth and major schemes, so that access to jobs, services and neighbourhood destinations is not unnecessarily weakened by congestion, conflict or poor street conditions.

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Supporting businesses and our priority economic sectors, including the research campuses and science parks

Greater Cambridge's economic success is built on its world-leading businesses and research clusters, so this strategy focuses on strengthening connections to and between priority locations, including research campuses, science parks and other key employment sites across the area. With jobs distributed across different parts of the city and its surroundings, improving access and movement between these locations will support business collaboration, attract investment and talent, and drive further growth, reinforcing the area's role as a leading centre for innovation.

Context and case for change

4.29 Greater Cambridge's economic success depends on high-quality connectivity between homes, labour markets, research campuses, science parks, city and town centres, and national and international gateways. The Need for Intervention report shows that Greater Cambridge already supports around 208,000 jobs, with particularly strong concentrations in professional, scientific and technical activities (43,000 jobs, 21% of the total), education (15%), health (15%) and information and communication (9%). It also emphasises that Cambridge competes globally with places such as Oxford, Cambridge Massachusetts, Cork and Basel, and that transport quality is rarely cited as a reason to invest despite the area's research strengths. Without better connectivity to labour markets and gateways such as Stansted, Luton, Heathrow and London, and without improving the quality, reliability and legibility of journeys into and within Greater Cambridge, the city region risks constraining its own competitiveness, inward investment and growth potential. The LTCP and national policy both support transport investment that improves productivity and alignment with sustainable transport and place objectives.

4.30 For Greater Cambridge, this points to a transport strategy that supports both the daily functioning of major employment locations and their wider catchment. The Need for Intervention report shows that the travel-to-work area extends well beyond the administrative boundary and that continued growth is increasing the need for longer-distance, cross-boundary and non-radial travel to places such as Cambridge Science Park, the Biomedical Campus and other employment clusters. It also underlines the strategic importance of rail and freight: East West Rail, Cambridge South, Cambridge East and Ely and Haughley upgrades all have the potential to widen labour markets and improve business connectivity, while freight movements are heavily concentrated on the M11, A14 and A428 corridors and the Felixstowe–Nuneaton rail line. At the same time, local servicing, deliveries and construction logistics are growing and add to congestion, particularly in central Cambridge and around key growth areas.

4.31 The case for change is therefore not simply about more highway capacity, but about multimodal access to labour markets and gateways, stronger first- and last-mile connections, resilient and well-integrated public transport and rail, and freight and servicing arrangements that support economic growth while remaining consistent with decarbonisation, network resilience and quality of place. In addition to providing access to jobs and improved conditions for the journey to work, this theme also recognises the

importance of good connectivity *between* workplaces and research institues. Inter-organisational interactions are a key aspect to an effective and efficient, and deeply agglomerative, local economy and transport is key to supporting this.

Key interventions

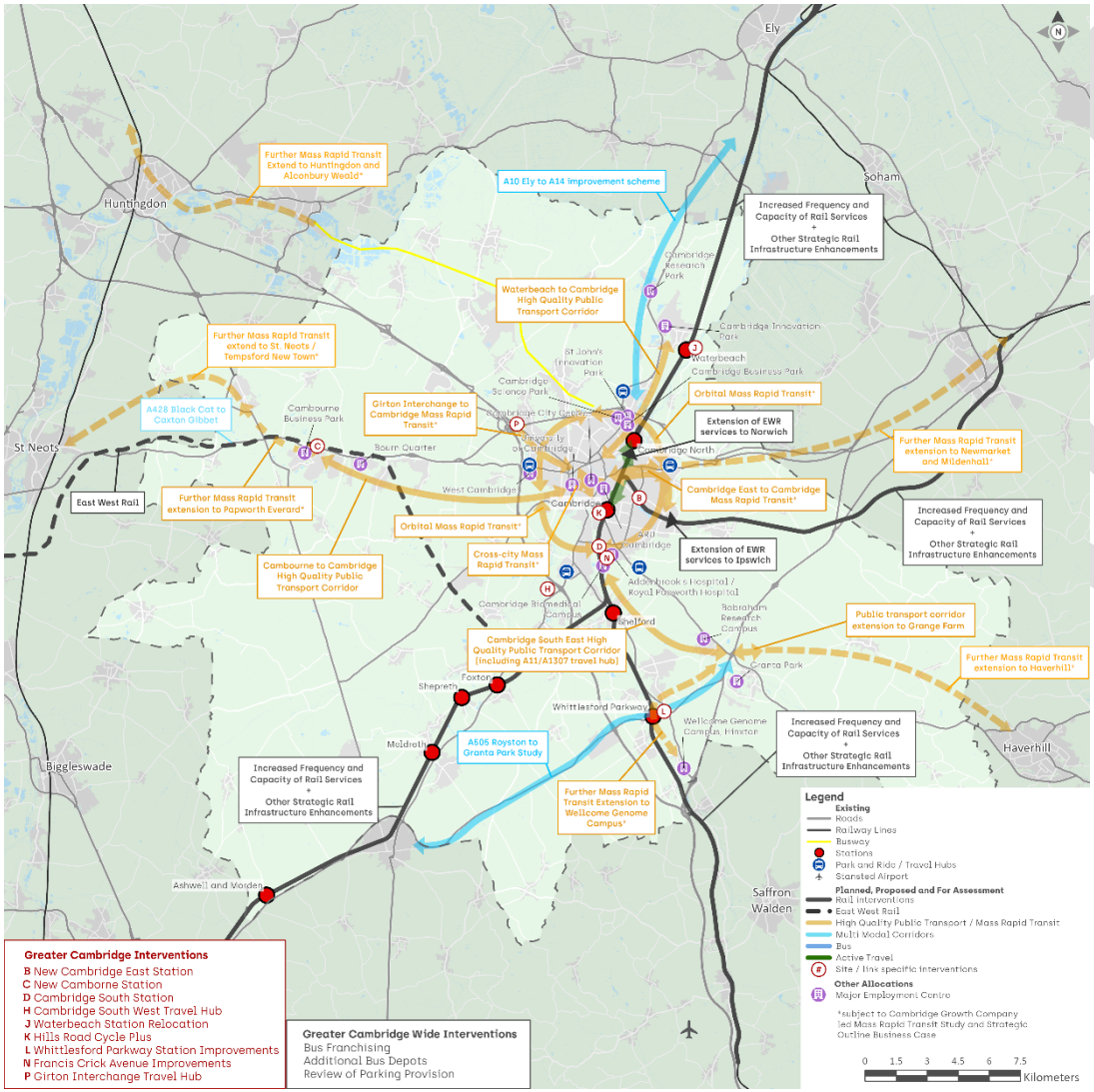
4.32 The interventions and supporting policies in this section are intended to improve how Greater Cambridge's economy functions by strengthening access to key employment locations both for journeys to/from work and in terms of inter-business interactions, strategic gateways and supporting supply chains. In the short term, the emphasis is on measures that unlock immediate benefits for major campuses, research clusters and business locations: Cambridge South station, Whittlesford Parkway improvements, freight consolidation, travel hubs and active travel links all help improve access for workers, visitors and servicing activity. These early measures make major employment sites more reachable by rail, bus, cycling and walking, while also helping to reduce operational pressures on constrained local roads and streets. They therefore support economic performance not by simply accommodating more traffic, but by improving the reliability, reach and efficiency across a range of modes.

4.33 Over the medium term, these early improvements are reinforced by stronger strategic and corridor connectivity that links Greater Cambridge's economic assets more effectively to labour markets and gateways. Rail service enhancements towards Stansted Airport and London, Waterbeach station relocation, targeted A10 and A505 improvements, and better interchange from travel hubs all help widen the catchment of key employment centres and improve resilience for business-related travel and freight. This is important because Greater Cambridge's economy depends on more than city-centre access alone: it relies on the efficient movement of people, goods and knowledge between campuses, science parks, surrounding settlements and national and international connections. By improving the way these networks connect, the strategy helps support productivity, labour market reach and investment confidence across the wider area.

4.34 In the longer term, the full package is intended to work cumulatively by combining better local access to employment sites with stronger regional and national connectivity. Cambridge East and Cambourne stations, orbital mass rapid transit links and safeguarded mass rapid transit corridors, Cambridge South East Transport, and wider rail upgrades all help create a more connected economic geography in which businesses can draw from broader labour markets, people can reach a wider range of jobs through a choice of modes and inter-organisational collaboration is supported. The result is a transport system that supports innovation, competitiveness and growth while remaining consistent with wider goals for place quality, inclusion and decarbonisation. In this way, the interventions and policies build on one another over time to support Greater Cambridge's priority economic sectors and business locations more effectively and more sustainably.

4.35 Figure 4.3 shows the wider national and regional context for the Strategy, including connectivity to key international gateways, major employment centres and the strategic rail and highway connections that support Greater Cambridge's economic role.

Figure 4.3: Supporting businesses and our priority economic sectors, including the research campuses and science parks – map of key transport interventions



Short term (2026-2030)

- Greenways and active travel links between major employment centres, including routes serving the city, campuses and science parks from surrounding settlements.
- Cambridge South station opens in June 2026, strengthening access to Addenbrooke's Hospital and the Cambridge Biomedical Campus.
- Whittlesford Parkway station improvements to station access and interchange with local bus and shuttle services to the wider south corridor for workers and visitors, including to Duxford, local business parks, and research centres.
- Travel hubs at Cambridge South West to support interchange between longer-distance trips and sustainable onward travel to Cambridge City Centre and local major employment centres.
- Freight and deliveries consolidation pilot to support cleaner and more efficient servicing of central business locations and reduce conflict on constrained streets.
- High-quality public transport corridors safeguarded and developed to improve access between key parts of Cambridge and support high-capacity movement to major employment locations, such as between Cambridge Biomedical Campus and the A11 (Cambridge South East Transport).

Medium term (2030-2035)

- Relocation of Waterbeach station to support access to new communities, improve rail integration and widen the catchment of jobs and services north of Cambridge.
- Targeted A10 improvements, including Milton Interchange, to improve strategic access, resilience and freight movement on the northern approaches to Cambridge.
- Targeted A505 corridor improvements between Royston and Granta Park to improve access to key employment sites, Whittlesford Parkway station, and strengthen network resilience in the south.
- Increased rail frequencies to Stansted Airport, King's Cross and London St Pancras to improve gateway connectivity and support business and labour market reach.
- Relocation of Newmarket Park & Ride to support access from the east and improve interchange with emerging transport corridors and employment growth areas.
- Future mass rapid transit corridor to serve Cambridge East and future employment growth in the east of Cambridge.
- Potential orbital mass rapid transit and other public transport improvements linking North East Cambridge, Cambridge North Station, northern business parks, to a) Cambridge West; and b) Cambridge East and Peterhouse Technology Park; and southern arcs from Cambridge West and Cambridge East to Cambridge South Station/Cambridge Biomedical Campus to improve non-radial connectivity avoiding the city centre.

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Long term (2035-2045)

- Potential mass rapid transit extensions to Huntingdon, Cambourne North, St Neots/ Tempsford, Haverhill, and Mildenhall, subject to the related Cambridge Growth Company study and preparation of an appropriate business case. No MRT routes have yet been decided and all remain under consideration.
- Cambourne (North) station as part of East West Rail to support major western growth and strengthen the relationship between development, rail access and the wider Oxford–Cambridge corridor.
- Cambridge East station to improve access to the east of Cambridge, support future employment growth and strengthen rail-based access to innovation areas.
- Rail resilience and capacity upgrades, including twin tracking or passing loops towards Newmarket, the Soham chord, and Ely and Haughley Junction improvements, to improve reliability and strategic business connectivity.

Supporting policy

4.36 Policies 2, 3 and 4 will be applied to strengthen the strategic and local connectivity on which Greater Cambridge's economy depends. In this theme, that means rail policy that improves access to labour markets, stations and international gateways including Stansted Airport, coach and express coach links that widen access where rail is less direct or demand is more dispersed, and mass rapid transit and interchange measures that improve access between major employment centres and support more efficient movement across a growing and increasingly polycentric city region.

4.37 Policies 6 and 9 will be applied so that freight, servicing and network management support rather than constrain economic performance. Policy 6 distinguishes between strategic freight movements on the strategic and major road networks and rail freight corridors, and local servicing needs within urban areas and employment sites, including deliveries and servicing in constrained locations. In this theme, that means supporting reliable and efficient movement with lower emissions, reduced conflict and stronger resilience, while also recognising the importance of transport quality and ease of access to the visitor economy, including for business visitors, tourists and students. Across these areas, the objective will be to reinforce Greater Cambridge's economic geography while remaining consistent with wider goals on health, quality of place and the environment.

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Enabling new development and homes, including the sites in the emerging Local Plan

Meeting Greater Cambridge's growth ambitions requires new homes and development to come forward at pace, supported by the right infrastructure. This strategy focuses on aligning investment with key sites identified in the emerging Local Plan, helping to unlock delivery and ensure that new communities are well-connected to jobs and services from the outset, are sustainable, well-functioning places, and that the impacts of growth on the wider transport network are mitigated.

Context and case for change

4.38 The transport strategy must help ensure that new homes and development are planned in locations and forms that can be served sustainably and that the transport implications of growth are addressed from the outset. The attached Need for Intervention report identifies three broad development typologies emerging from existing and proposed Local Plan sites: mixed-use sites around the outer urban edges of Cambridge, including around Cambridge Science Park, Eddington and Cambridge City Airport; new town-scale housing in satellite settlements such as Cambourne, Northstowe and Waterbeach; and new or intensified high value-added employment sites such as Cambridge Biomedical Campus and Babraham Research Campus. Across the 13 mapped strategic sites, the report identifies 66,500 new homes and 1.2 million m² of new commercial floorspace, with additional growth scenarios of up to 150,000 homes by 2050 also proposed by Government in their 'Case for Cambridge'. National planning policy and the latest local transport plan guidance are clear that transport and development should be planned together using a vision-led approach, with sustainable access and corridor safeguarding considered from the earliest stages.

4.39 In Greater Cambridge, planned growth creates both pressure and opportunity. The Need for Intervention report shows the scale and geography of change across a set of large mixed-use urban edge sites, new town-scale settlements such as Cambourne, Northstowe and Waterbeach, and intensified high-value employment sites such as Cambridge Biomedical Campus and Babraham Research Campus. It also emphasises that cross-boundary development pressures from places such as Haverhill, St Neots and Tempsford will shape travel patterns and network demand, and that wider growth scenarios of up to 150,000 homes by 2050 may need to be considered. This means transport must do more than mitigate local impacts: it must actively shape more sustainable travel patterns, support the soundness of the Local Plan and align infrastructure delivery with development phasing, safeguarding and future adaptability. Without early investment and strong policy alignment, growth could add further congestion, emissions and poor accessibility; with them, it can help justify and support high-quality public transport, active travel, rail and interchange investment from the outset.

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Key interventions

4.40 The interventions and supporting policies in this section are intended to ensure that new development and homes are supported by the right transport infrastructure at the right time, so that travel choices are provided from the outset rather than retrofitted later. Strategic interventions should be phased to align with the timing, scale and location of development, with early delivery of the transport infrastructure and services needed to support trip-making from first occupation. This includes safeguarding and delivering public transport corridors, travel hubs, active travel links, junction and street network changes, and access arrangements that support the intended movement and place role of key routes and centres. For larger or more complex sites, the strategy distinguishes between enabling infrastructure required up front, medium-term upgrades linked to growth thresholds, and longer-term strategic schemes that depend on wider corridor development or network change.

4.41 In the short term, the emphasis is on early enabling measures such as Cambridge South station, city access measures, Greenways, Local Cycling and Walking Infrastructure Plan improvements, travel hubs and site-specific access changes. These interventions help make walking, cycling, public transport and rail more practical for the first phases of development, while also managing the immediate network impacts of growth. This is important because travel habits, access expectations and development patterns are often set early, and without early intervention growth can exacerbate congestion.

4.42 Over the medium term, these early measures are strengthened by corridor and rail investments that are more directly tied to the scale and geography of strategic growth. The Waterbeach–Cambridge and Cambourne–Cambridge corridors, Waterbeach station relocation, Cambridge East station, Cambourne station and wider rail upgrades all help ensure that larger sites and new communities can be linked to Cambridge and the wider region by high-quality sustainable transport as they build out. This approach allows transport investment to be sequenced alongside development thresholds, so that infrastructure is neither too late to support travel choices nor disconnected from the pace of growth. In this way, transport and land use are coordinated as part of a single development strategy rather than treated as separate processes.

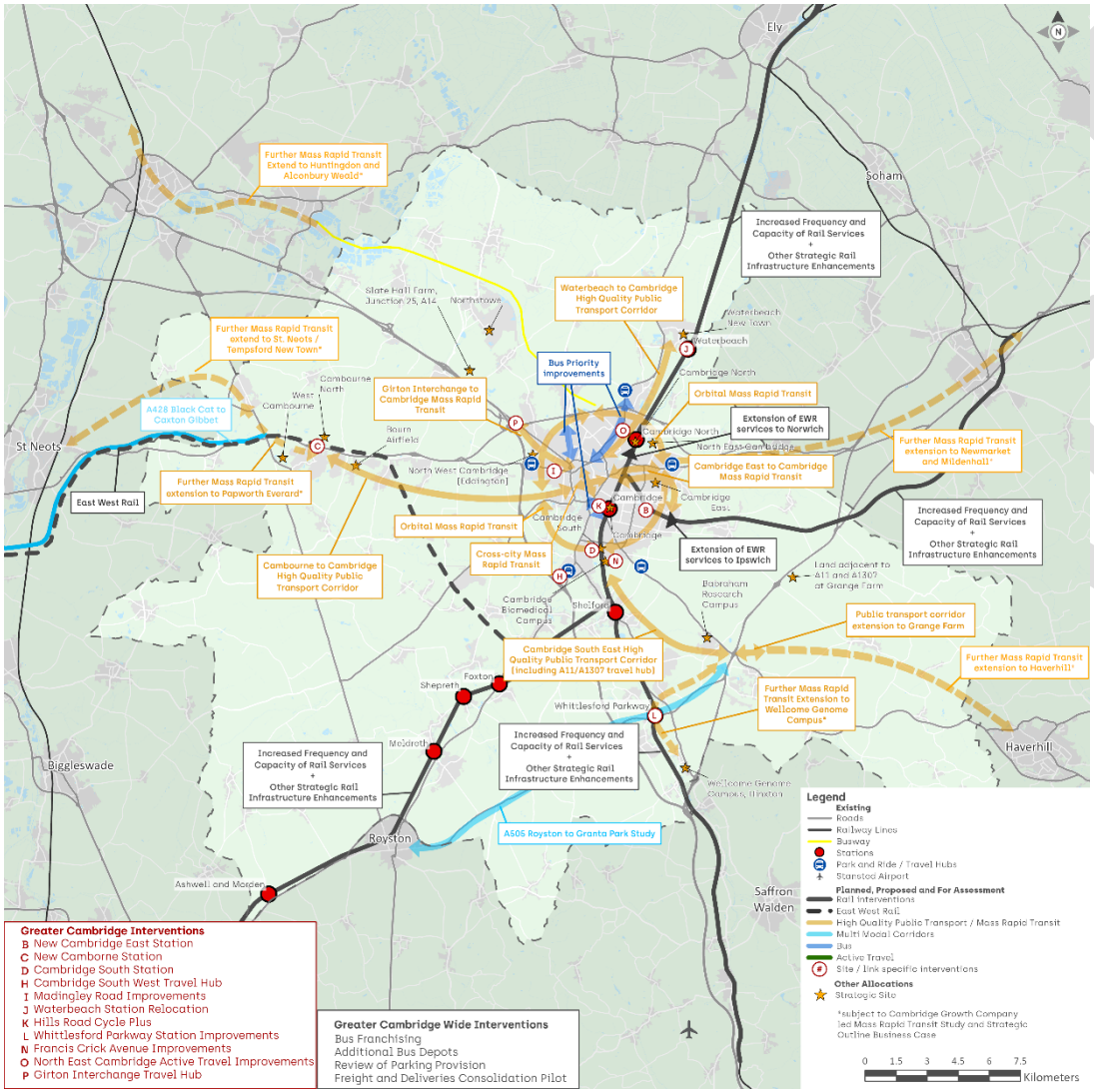
4.43 In the longer term, the full package is intended to work cumulatively so that growth across Greater Cambridge is progressively shaped around sustainable access, stronger interchange and safeguarded future capacity. Cambridge South East Transport, the Cambridge Airport public transport route and safeguarded cross-city mass rapid transit corridors help keep future options open for higher-capacity movement as development intensifies, while the earlier phases of active travel, rail and corridor investment provide the network needed for new communities to function in the meantime. The result is a more robust and deliverable relationship between the Local Plan’s growth strategy and the transport strategy that supports it. In this way, the interventions and policies build on one another over time to enable new homes and development in forms and locations that are more sustainable, better connected and less dependent on the private car.

4.44 Figure 4.4 shows the Strategic Site Allocations contained within the emerging Local Plan and key transport interventions that are most relevant to enable and support them. Major development sites beyond the Greater Cambridge boundary have also

been included, recognising the importance of considering their impact, especially cumulatively on the functioning of the transport networks and realisation of Strategy objectives.

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Figure 4.4: Enabling new development and homes, including the sites in the emerging Local Plan – map of key transport interventions



Short term (2026-2030)

- Cambridge South station to support planned growth at and around the Cambridge Biomedical Campus and ensure major new development is linked to the rail network.
- Greenways, Local Cycling and Walking Infrastructure Plan improvements and first-phase walking, wheeling and cycling links to new sites so that a choice of modes is available from first occupation and supports healthier place-making.
- Improvements to the local bus network through franchising, local bus priority measures, and enhancements to existing and new travel hubs build a more comprehensive public transport network supporting developments and growing ridership.
- Cambourne–Cambridge high-quality public transport and segregated active travel corridor to support planned western growth and provide a choice of modes from the first phases of development.
- Improved connectivity around Francis Crick Roundabout on Cambridge Biomedical Campus to support growth in the south-eastern arc, improve the sustainability of new development and progress towards a high-quality public transport corridor between it and the A11 (Cambridge South East Transport).

Medium term (2030-2035)

- Waterbeach–Cambridge high-quality public transport and segregated active travel corridor, together with a supporting travel hub, to provide access for new homes and mixed-use growth north of Cambridge from an early stage.
- Relocation of Waterbeach station to integrate new communities with the rail network and support transit-oriented growth north of Cambridge.
- Whittlesford Parkway station improvements and wider rail capacity upgrades, including enhancements towards Newmarket and Soham, and Ely and Haughley Junctions, to support growth delivery and maintain strategic network performance.
- Relocation of Newmarket Park & Ride further east to a larger capacity site and a new high-quality public transport corridor to serve Cambridge East and surrounding eastern growth areas, helping shape development around support access needs.
- Development of cross-city mass rapid transit corridors so that larger development locations and future intensification can be served by higher-quality public transport.
- Potential orbital mass rapid transit and other public transport improvements linking North East Cambridge, Cambridge North Station, northern business parks, to a) Cambridge West; and b) Cambridge East and Peterhouse Technology Park; and southern arcs from Cambridge West and Cambridge East to Cambridge South Station/Cambridge Biomedical Campus to improve non-radial connectivity avoiding the city centre.

Long term (2035-2045)

- Potential mass rapid transit extensions to Huntingdon, Cambourne North, St Neots/ Tempsford, Haverhill, and Mildenhall, subject to the related Cambridge Growth Company study and preparation of an appropriate business case. No MRT routes have yet been decided and all remain under consideration.

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- Cambourne (North) station as part of East West Rail to support major western growth and strengthen the relationship between development, rail access and the wider Oxford–Cambridge corridor.
- Cambridge East station to support new homes and employment growth in the east of Cambridge and improve the range of travel options available in that corridor.

Strategic site allocation – supporting transport interventions

4.45 Table 4.1 sets out a site-by-site summary of the strategic site allocations identified as part of the Local Plan process. It provides a high-level overview of the scale and phasing of development and introduces the baseline and target connectivity conditions for each site. In Chapter 5, our draft capital delivery programme identifies the strategic transport interventions relevant to supporting delivery of each location.

4.46 The DfT Connectivity Tool has been used to profile a 'today' baseline and 2045 target connectivity 'score' at each strategic site, providing a consistent metric of access to key services and employment for a high-level understanding of relative connectivity. The tool measures connectivity by walking/wheeling, cycling, and public transport, weighted 40%, 8% and 52% respectively by mode. In each instance, a range has been provided representing the best and worst performing parts of each strategic site allocation. These have been benchmarked against existing local places and communities with high levels of connectivity that are ambitious but realistic and achievable, allowing for delivery of planned transport interventions and an understanding of local service provision. Further detail can be found in our Connectivity Baseline Report (noting a full Connectivity Impact Assessment Report is under development).

4.47 The Cambridgeshire & Peterborough Combined Authority agrees that the specific measures set out for each Strategic Site Allocation represent a reasonable baseline expectation of what each site is required to deliver to provide the required connectivity across a range of modes. Detailed information for each allocation is set out within the emerging Local Plan site allocation policies, including site-specific spatial frameworks, indicative capacities, and developer requirements relating to design, access, environmental constraints and infrastructure delivery. This is supplemented by the associated mitigation pro-forma (New Strategic Allocations Assessment Transport Mitigation Measures) and evidence base, which identify the key movement challenges, access requirements and transport mitigation and connectivity measures relevant to each site. Together, these provide a clear and consistent basis for understanding the specific constraints, mitigation measures and delivery expectations relevant to individual sites and should be read alongside this strategy, which builds on those positive measures.

4.48 In addition, local planning authorities and the local highway authority have applied a trip budget approach as part of the planning process to help understand and manage the transport and traffic implications of new developments. Established trip budgets can also be found in the emerging Local Plan's supporting New Strategic Allocations Assessment Transport Mitigation Measures document. The application of trip budgets for all remaining strategic site allocations can facilitate the identification, by local planning/highway authorities and developers, the most appropriate interventions (e.g. infrastructure and service provision and mitigation measures) for individual sites. Their use would be determined locally and proportionately, taking account of the scale,

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location and characteristics of development proposals, as well as wider policy objectives and network conditions.

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Table 4.1: Strategic site allocations – development scale and connectivity conditions

Site Name (Ref.)	Scale/Phasing of Development	DfT Connectivity Tool Score Baseline (2026)	DfT Connectivity Tool Score Target (2045)
North East Cambridge (S/NEC)	8,350 homes, 320,000 m² commercial floorspace, phased to 2045 and beyond, with early site preparation, medium-term access improvements and longer-term transport upgrades.	34–70	50–75
Eddington, North West Cambridge (S/NWC)	5,500 homes, 200 student bedrooms and 40,000 m² of employment floorspace. Continued intensification through to 2045 with early local access measures and later strategic corridor improvements.	26–69	50-75
Cambridge East (S/CE)	8,000 homes; significant commercial floorspace. Long-term phased delivery to 2045 and beyond tied to major transport and infrastructure provision.	35–69	50-75
Babraham Research Campus (S/BRC)	120 homes and 48,000 m² of employment floorspace. Incremental intensification through to 2045 focused on employment/research uses with phased access and public transport improvements.	32–42	45-60
Cambridge Biomedical Campus (S/CBC)	1,000 homes; 687,000 m² commercial floorspace. Continuing growth to 2045 and beyond dependent on early and longer-term transport improvements.	39–73	60-75
Land adjacent to A11 and A1307 at Grange Farm (S/GF)	6,000 homes; 30,000 m² commercial floorspace. Phased to 2045 and beyond with later stages dependent on safeguarded public transport infrastructure.	7–45	20–65
Land north of A1307, Bar Hill (Slate Hall Farm) (S/SHF)	220,000 m² commercial floorspace. Shorter- to medium-term delivery aligned with market demand and strategic access improvements.	21–53	25–60
Cambourne North (S/CBN)	13,000 homes; 108,000 m² commercial floorspace. Multiple phases through to 2045 and beyond linked to wider Cambourne expansion.	13–46	25–60
Wellcome Genome Campus, Hinxton (S/WGC)	1,500 homes; 150,000 m² (GEA) commercial floorspace. Incremental campus-led delivery through to 2045.	11–30	35–60

Site Name (Ref.)	Scale/Phasing of Development	DfT Connectivity Tool Score Baseline (2026)	DfT Connectivity Tool Score Target (2045)
Northstowe New Town (S/NST)	10,180 homes and 47,000 m² of employment floorspace. Continues to mature to 2045 and beyond with further homes, jobs and services coming forward.	13–53	50–70
Land north of Waterbeach (S/WNT)	11,000 homes and 39,800 m² of employment floorspace. Multiple phases to 2045 and beyond with local jobs and services continuing to come forward.	8–50	30-60
Bourn Airfield New Village (S/BA)	3,500 homes and 1,400 m² of employment floorspace. Long build-out to 2045 with jobs, services and community infrastructure alongside development.	19–46	30–55
Cambourne (S/CB)	2,350 homes and 34,600 m² of employment floorspace. Progressive delivery through to 2045 linked to wider Cambourne expansion.	21–56	30–65

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Supporting policy

4.49 Policies 1, 2, 3, 4 and 5 will be applied so that development is enabled and supported in locations and forms that seek to maximise travel choice from the outset, reduce long-term car dependency, and capture wider opportunities for healthier, better connected and more efficient places. In this theme, that means compact and mixed-use development, strong local centres, direct active travel networks, high-quality public transport, rail and travel hub provision, and parking and street design that support the intended movement and place function of each site and corridor. Where higher-capacity public transport or rail interventions may be needed over time, corridors, sites and access arrangements will be protected early through Policies 2, 3 and 4 so that future options remain deliverable as growth builds out.

4.50 Policies 6 and 9, together with the wider approach to infrastructure delivery in Policy I/ID, will be applied so that the transport impacts of construction, servicing, site access and wider network change are mitigated and managed in step with development. For strategic allocations, this will provide a clear basis for developer contributions, infrastructure triggers, safeguarding, phasing and the coordination of public and private investment, while also helping capture wider opportunities for network improvement and place quality. In this theme, the same principles will also inform longer-term planning beyond the current Local Plan period, including wider growth scenarios being considered through the CPCA Local Growth Plan and Cambridge Growth Company work, so that transport continues to shape and support sustainable development over time rather than responding to it reactively.

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Reducing emissions and enhancing the local environment

Growth is placing increasing pressure on Greater Cambridge's environment and transport network, particularly in the context of transport emissions and climate change resilience and adaptation, so this strategy focuses on reducing emissions, improving air quality, reducing noise pollution and creating healthier, greener places. By prioritising sustainable travel and integrating transport with high-quality public realm and green infrastructure, it will help ensure that growth is both environmentally responsible and improves everyday quality of life.

Context and case for change

4.51 Transport is a major source of greenhouse gas emissions and a significant contributor to air pollution, noise, severance and wider environmental harm. The Need for Intervention report shows that even under a faster localised zero-emission vehicle uptake scenario, Cambridgeshire would still not reach net zero tailpipe emissions by 2040 or 2050, and would expend its transport carbon budget during the 2030s. It also highlights a 15 percentage point gap by 2030 and a 21 percentage point gap by 2040 even with faster ZEV roll-out, underlining that technology alone will not be enough. The report further identifies elevated air pollution within Cambridge and along arterial routes, and extensive significant noise impacts around the M11, Girton Interchange and other major roads, including locations close to key growth and employment sites such as Duxford, Granta Park and Grange Farm.

4.52 These pressures sit within a particularly sensitive local environmental context in Greater Cambridge identified in the Local Plan Sustainability Appraisal and related evidence, including central Cambridge's historic core and conservation areas, where streets such as King's Parade, Senate House Hill, Trinity Street and St John's Street contain a particularly high concentration of Grade I and Grade II* listed buildings and townscape of very high significance; flood risk from the River Cam corridor and from surface water and groundwater in low-lying areas; important archaeological interest in the city, edge-of-city growth locations and historic villages; and significant biodiversity and water environment constraints. For transport planning, this means corridor upgrades, junction changes, travel hubs, freight and servicing arrangements, and asset renewal all need to be designed and managed with these constraints in mind. This is especially important in relation to internationally rare chalk streams and associated habitats, where runoff, drainage, abstraction and construction impacts can be significant, and in historic or archaeologically sensitive locations where street works, traffic pressures and highway change can affect setting, fabric and character.

4.53 For Greater Cambridge, emissions and environmental quality are inseparable from wider transport, place and growth objectives. The report shows that 57% of transport user emissions in Cambridgeshire in 2019 came from trips starting or ending outside the county and through-trips, while 43% were internal, meaning that local action must be combined with broader work on regional connectivity and strategic freight. It also notes that freight traffic on the M11, A14 and Felixstowe–Nuneaton rail corridor will continue to grow with the economy and with construction associated with planned development, while heavy goods vehicles and servicing traffic are poorly suited to constrained central streets.

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4.54 Reducing emissions is not only about vehicle technology but also about effectively planning land use and managing increasing transport demand, consolidating freight and servicing, improving the quality and resilience of streets, corridors and public spaces; and enhancing digital connectivity for virtual access. In doing so, the design, delivery and management of these assets need to support careful stewardship of Greater Cambridge's environmental and historic assets and, where appropriate, contribute to biodiversity net gain and wider environmental enhancement.

Key interventions

4.55 Taken together, the interventions and policies in this section are intended to reduce transport-related environmental harm by supporting modal choice and how the network is planned and managed, while protecting and enhancing the local environment, including the area's rich historic environment.

4.56 In the short term onwards, the focus is on measures that can begin to reduce emissions, strengthen adaptation and resilience, and enhance the local environment through practical changes to everyday travel and early scheme design. Greenways, Local Cycling and Walking Infrastructure Plan improvements, bus priority, travel hubs, freight consolidation and parking reform can all reduce unnecessary car trips, support a shift to walking, cycling and public transport, and make more efficient use of limited street space. Early interventions can also improve resilience and environmental quality through better drainage, urban greening and shade, more robust street materials, and scheme design that supports habitat creation, biodiversity net gain and wider nature recovery in line with current UK government policy requirements. In Cambridge and South Cambridgeshire, these actions should also protect and, where possible, enhance the historic environment, including the special character, setting and significance of historic streets, conservation areas, village centres and heritage assets. Taken together, they can deliver early carbon and environmental benefits while improving streets, public spaces and neighbourhood conditions in ways that support healthier, more attractive, more nature-rich and more climate-resilient places. This objective will be further strengthened through the delivery of the CPCA's Digital Connectivity Strategy 2025-2029.

4.57 Over the medium term, these early measures are reinforced by corridor and rail investments that enable more substantial change in travel patterns across Greater Cambridge and its wider catchment, while building resilience and environmental enhancement more systematically into the network. Improved public transport links, station upgrades, travel hubs, rural and inter-urban connections, and better first- and last-mile access can make lower-carbon journeys more realistic for a wider range of trips, including commuting, education, business and access to services. Corridor upgrades and interchange improvements also provide opportunities to embed more resilient design, maintenance and network management, while improving habitat connectivity, urban greening and biodiversity outcomes along routes and around key nodes in support of nature recovery. Given areas of Cambridge and South Cambridgeshire have great historic sensitivity, these changes should also conserve and, where possible, enhance the historic environment through careful treatment of streets, spaces, landscape settings and approaches to heritage assets. By better connecting land use, transport and interchanges, the Strategy can reduce dependence on high-carbon travel while easing congestion, air quality and noise pressures,

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strengthening climate resilience, improving the local environment and supporting the stewardship of distinctive historic settings.

4.58 In the longer term, the full package is intended to work cumulatively by combining mode shift, cleaner vehicles, better freight and servicing arrangements, and transport patterns that are more closely aligned with sustainable development, climate resilience and environmental enhancement. This means emissions reduction cannot rely on technology alone, but must also come from providing greater flexibility around the need to travel by private car, enabling more journeys by sustainable modes, and shaping growth around lower-carbon and more resilient choices from the outset. At the same time, adaptation and resilience are reinforced through a transport network and public realm that are better able to cope with overheating, flooding, water stress and wider disruption, while also supporting improved air quality, reduced noise, stronger habitat networks and lasting gains for nature and biodiversity, including through approaches consistent with the strengthened biodiversity duty, biodiversity net gain and wider nature recovery policy requirements.

4.59 Over time, this should also help protect and enhance the historic environment of Cambridge and South Cambridgeshire by reducing traffic pressure in sensitive places, improving the quality of streets and spaces, and managing movement in ways that respect the significance, setting and character of historic assets and landscapes. In this way, the interventions and policies build on one another over time to support a more climate-resilient, lower-carbon and environmentally positive transport system for Greater Cambridge, with benefits for the local environment, nature, biodiversity and the historic environment across the area.

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Short term (2026-2030)

- Cambridge South station opens in June 2026 strengthening access to Addenbrooke's Hospital and the Cambridge Biomedical Campus.
- Local Cycling and Walking Infrastructure Plan improvements, Greenways and other early active travel measures to support travel choice, improve public realm and enable healthier, lower-carbon local travel.
- Bus fleet electrification and supporting charging infrastructure to reduce greenhouse gas emissions, improve local air quality and support a cleaner public transport offer.
- Freight and deliveries consolidation pilot to reduce servicing traffic, support cleaner last-mile logistics and improve air quality and conditions in constrained streets.
- Increased provision of EV charging points to support the transition to lower-emission vehicles where car travel remains necessary.
- City access, parking and traffic management measures to reduce congestion, make better use of limited street space and support lower-carbon travel choices.
- Cambourne–Cambridge high-quality public transport and segregated active travel corridor, supported by travel hubs, to support mode shift from longer-distance car travel and reduce emissions associated with planned growth.
- Francis Crick Avenue improvements and the A11/A1307 travel hub package (Cambridge South East Transport) to strengthen multimodal access in the southern corridor and support lower-carbon travel patterns to major employment and growth locations.

Medium term (2030-2035)

- Madingley Road, Hills Road Cycle Plus, A1134 Cycle Plus, Chisholm Trail Phase 2 and other major urban active travel schemes to reduce emissions from short and medium-distance trips while improving local air quality and healthier travel.
- Waterbeach–Cambridge high-quality public transport and segregated active travel corridor, supported by travel hubs, to support mode shift from longer-distance car travel and reduce emissions associated with planned growth.
- Cambridge South West Travel Hub and related south corridor improvements to support a shift to rail and public transport for major employment, healthcare and growth destinations.
- Relocation of Newmarket Park & Ride further east to a larger capacity site and a new mass rapid transit corridor to serve Cambridge East and surrounding eastern growth areas, helping shape development around sustainable access.
- Cross-city and city-centre mass rapid transit solutions to support a significant long-term shift away from private car travel and improve the environmental performance of the urban transport system.
- Orbital mass rapid transit improvements to provide a stronger non-radial public transport network around Cambridge and reduce longer-distance car dependency.

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Long term (2035-2045)

- Further mass rapid transit network development, including extensions towards Hinxton, the Wellcome Genome Campus and Duxford, as well as other longer-distance corridors, to support more sustainable access to major growth locations.
- Potential Girton Interchange to Cambridge mass rapid transit corridor, subject to the related Cambridge Growth Company study and preparation of an appropriate business case, and other future high-quality public transport and mass rapid transit links to support lower-carbon access from key corridors and growth areas.
- Longer-term rail and strategic public transport enhancements, including East West Rail-related benefits, increased rail frequency and capacity, Cambridge East station and wider rail upgrades, to widen access while reducing reliance on higher-carbon longer-distance car travel.
- Again, all proposed future mass rapid transit network integration and development is subject to the related Cambridge Growth Company study and preparation of an appropriate business case.

Supporting policy

4.60 Policies 1, 3, 4, 5, 8 and 12 will be applied through an avoid-shift-improve approach that reduces the need to travel by private car, enables more journeys by walking, wheeling, cycling and public transport, and improves the efficiency and environmental performance of the trips that remain. In this theme, that means prioritising the interventions with the greatest potential to reduce emissions, while also applying EV strategy and supporting charging infrastructure as part of a wider package for essential trips, freight, servicing and places where alternatives are more limited. It also means using digital connectivity under Policy 12 to support more efficient network operation, improve information and journey choice, enable more flexible access to jobs and services, and increase virtual access and using digital solutions to help manage traffic flows better and facilitate people planning and selecting the most effective travel choice available.

4.61 Policies 6, 9 and 10 will be applied so that climate adaptation, resilience and environmental enhancement are designed into transport planning, delivery and asset management from the outset. In this theme, that means responding to overheating, flooding, water scarcity, severe weather and wider disruption; improving air quality, noise, severance and public realm conditions; and supporting biodiversity, landscape, the water environment and the historic environment through greener, more resilient streets, corridors and transport assets. Transport interventions will therefore be used not only to avoid or mitigate environmental harm, but also to secure wider gains for nature, heritage, place quality and long-term network resilience across Greater Cambridge.

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Our policies

Policy 1. Active travel policy

Prioritise walking, wheeling and cycling for everyday short trips by delivering a continuous, safe and direct network that connects homes, jobs and key destinations and supports access to public transport.

Active travel includes people walking, wheeling (with wheelchairs, mobility scooters, and prams); cycling (including e-bikes and e-scooters); as well as equestrians (both as horse riders and carriage-drivers).

Walking, wheeling and cycling shall be prioritised for short trips across Greater Cambridge by delivering a continuous, safe, direct and legible network that makes active travel the natural first choice for local journeys and for first/last mile access to public transport.

Active travel investment will be focused on the corridors and locations where there is greatest propensity (potential demand) and where it can make the greatest practical contribution to congestion relief or provide better connectivity on:

- radial approaches into Cambridge;
- orbital links that connect communities and reduce dependence on city-centre routing; and
- connections to rail stations, Park & Ride and Travel Hub sites, bus stations, and key local bus stops, employment areas, schools and further education, healthcare and neighbourhood centres.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by reducing car dependency, improving access to jobs and services, and aligning infrastructure with development. It reinforces **Policy I/ST** on sustainable transport and connectivity, **Policy I/ID** on infrastructure and delivery, and the wider objectives of **Policy WS/HD** on creating health new developments and **Policy GP/QP** on establishing high quality landscape and public realm by helping direct growth to locations and corridors where high-quality active travel can support development, healthier communities and better quality of place.

Building on the Cambridgeshire Active Travel Strategy and Local Cycling and Walking Infrastructure Plan, key active travel policy priorities for the Greater Cambridge Transport Strategy are grouped below.

Strategic role in managing congestion

- Walking, wheeling and cycling will be prioritised when planning for shorter distance trips in Greater Cambridge, especially to employment, education, local centres, rail stations, and other travel hubs.
- Electric bike usage will be supported through planning policies and through the development of segregated active travel corridors that provide not only for short links, but medium-distances trips between Cambridge, towns, new settlements, the largest rural villages, and major employment centres.
- Planned growth will also be supported by ensuring new developments are connected seamlessly to our active travel networks as well as delivering high quality infrastructure to, from and within the development from the outset,

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improving permeability and adhering to relevant standards and guidance such as LTN 1/20.

Network priorities for Greater Cambridge

- Travel patterns to and between workplaces, education, healthcare, and travel hubs, as well as future patterns of major development, support a primary focus on radial corridors to Cambridge and better orbital links that reduce dependence on routes through the city centre.
- The Greenways programme is central to the approach, providing strategic active travel corridors from surrounding towns and larger rural villages, particularly on radial corridors.
- Active travel networks will also improve access to parks, green spaces, riverside routes and other leisure destinations, recognising their role in supporting healthier lifestyles, everyday recreation and the wider attractiveness of Greater Cambridge as a place to live.
- A connected network will also ensure there is a broad range of well-maintained and signed continuous routes, including the use of footpaths, bridleways and other parts of the public rights of way network.

Integration with the wider transport system

- Active travel will support integrated journeys by improving first- and last-mile access to rail stations, bus stops, Park and Ride sites, and travel hubs.
- Priority will be given to closing network gaps, improving junctions and crossings, and removing barriers that deter less confident users.

Delivery and design principles

- Road space should be managed to support the delivery of key active travel routes.
- Provision will be continuous, safe, inclusive and attractive, consistent with Healthy Streets principles and current active travel design guidance.
- Design of infrastructure will be inclusive of the multiple users of active travel networks as defined as part of this policy.
- Infrastructure investment will be supported by education, training, promotion and behaviour change measures that help more people travel actively with confidence, including children, older people and those who are less likely to walk, wheel or cycle today.

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Policy 2. Rail policy

Strengthen rail as a fast, reliable backbone for longer-distance and regional travel, improving capacity, connectivity and interchange to support access to jobs, growth locations and key international gateways.

Rail services and stations shall be planned and managed to provide a fast, reliable and attractive mode for travel on the main inter-urban and regional corridors serving Greater Cambridge, while strengthening access to key destinations, labour markets and growth locations.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by providing fast, direct travel choices on inter-urban and regional/national corridors, enhancing access to jobs and labour markets, supporting business travel and access to international gateways, and enabling and supporting growth locations. It reinforces Policy I/ST on sustainable transport and connectivity, Policy I/ID on infrastructure and delivery, Policy I/SI on safeguarding important infrastructure, and the wider strategic objectives of Policy S/DS by supporting the Oxford-Cambridge growth corridor, stronger links to London, wider labour market access, better gateway connectivity and reduced car dependency.

Building on the soon to open Cambridge South station, East West Rail, and wider cross-boundary corridor strategies, including those developed by England's Economic Heartland and Transport East, key rail policy priorities for the Greater Cambridge Transport Strategy are grouped below.

Network priorities for Greater Cambridge

- East West Rail, including upgrades to Cambridge Station (including eastern access), and new stations at Cambourne (North) and Cambridge East, will:
  - improve east-west connectivity across the Oxford-Cambridge Growth Corridor (including Milton Keynes);
  - support strategic growth locations such as the Cambridge Biomedical Campus, Cambourne (North), Cambridge East, and Tempsford;
  - have the potential to keep supporting long-term growth by safeguarding station sites and access both to the west and east of Cambridge; and.
  - provide connectivity to Luton Airport via Bedford.
- Structural bottlenecks such as Ely and Haughley Junctions should be addressed to improve passenger capacity, reliability, freight efficiency and wider economic connectivity. Junction capacity enhancements at Ely and Haughley will improve regional passenger connectivity both to the north and east of Greater Cambridge for passengers to Ely and on to Peterborough and Fenland stations; north to King's Lynn and intermediate stops; and freight movements regionally, nationally and to the Port of Felixstowe. This would be supported by Fen Road Level Crossing changes.
- Rail resilience and capacity upgrades, including twin tracking or passing loops, towards Newmarket to improve rail connectivity to the east of Cambridge (and Soham Chord to improve access to the north east). Improved rail capacity will facilitate additional services towards Ipswich.
- Enhanced rail connectivity to London and Stansted Airport will also be prioritised. In the shorter term, this is most likely to include longer trains to add capacity.

Connectivity improvements to London also improve access to Heathrow Airport and to Gatwick Airport (with direct connectivity provided on Thameslink services).
- The potential for additional stations, whether utilising new, disused or existing rail infrastructure, will be assessed and developed where appropriate.

Integration with the wider transport system

- Rail will be integrated into the wider transport offer through strong interchange with active travel, including ensuring ample safe and convenient cycle parking; shared mobility options such as bike share, seamless bus/future mass rapid transit interchange, and appropriate vehicle parking at 'parkway' stations.
- Stations will be designed and planned as high-quality multimodal gateways, with inclusive access, legible layouts, secure cycle parking, clear wayfinding, good waiting environments and strong onward connections.
- East West Rail and station investment will be integrated into the wider public transport network so that rail supports seamless end-to-end journeys and sustainable growth.
- It is advocated for that rail travel becomes more affordable and ticketing should be simplified to ensure passengers get the best fare.

Delivery and quality principles

- Rail service standards and investment priorities will include reliability, frequency, capacity, accessibility, passenger experience, information and station quality, and should be coordinated with wider land use and development planning.
- Delivery partners and other key stakeholders will continue to work collaboratively across the rail industry to bring forward the infrastructure priorities identified above, as well as improvements to service levels, performance, interchange, affordability, and customer experience.

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Policy 3. Bus, mass rapid transit and coach policy

Deliver faster, more reliable and better integrated public transport, including mass rapid transit, to provide a viable alternative to the car for everyday travel across the city and wider region.

Bus, coach, demand responsive transport and future mass rapid transit services shall be planned and managed to provide a faster, more reliable and more attractive alternative to private car travel on the main corridors serving Cambridge and the wider city region. High-quality public transport corridors should be planned and delivered with a view to full integration into a mass rapid transit network. Future mass rapid transit proposals are subject to the related Cambridge Growth Company study and preparation of an appropriate business case.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by improving access to jobs, services and growth locations through a more reliable, integrated and attractive non-rail public transport offer. It reinforces Policy I/ST on sustainable transport and connectivity, Policy I/ID on infrastructure and delivery and Policy I/TH on travel hub facilities.

Building on the Cambridgeshire and Peterborough Bus Strategy, the latest Bus Service Improvement Plan and bus franchising proposals, public transport policy priorities for the Greater Cambridge Transport Strategy are grouped below.

Strategic role

- Bus, future mass rapid transit and coaches will provide attractive and affordable travel choices for everyday trips including commuting, business travel, and education - improving connectivity and helping tackle congestion.
- Bus, future mass rapid transit, coaches, demand responsive and other local services will provide access to key jobs, education, healthcare, other important services and amenities, including for those who do not regularly have access to a car – improving access to opportunities that contribute to a fulfilling life and helping tackle social exclusion.

Network priorities for Greater Cambridge

- Local priority measures including targeted introduction/extensions of bus lanes, minor junction changes including signal priority, and on-street parking rationalisation will be implemented to help ensure buses (and future mass rapid transit) run quickly and reliably, especially inside the ring of Cambridge Park & Ride sites. Bus lanes will be better enforced at key locations across the network.
- High-quality public transport corridors, supported by higher levels of priority, will be planned and delivered with a view to full integration into a future mass rapid transit network. Future mass rapid transit proposals will be informed by the Cambridge Growth Company study and will be subject to the preparation of an appropriate business case.
- Land will be safeguarded for future provision of corridors and hubs, and infrastructure and services will support major developments providing residents, workers and visitors with attractive, viable travel choices from the outset.
- Demand responsive and other flexible services will play an important role in connecting rural communities and lower-density areas to local centres, stations and rural mobility hubs where fixed-route services are harder to sustain.

Integration with the wider transport system

- Bus franchising, led by CPCA, will support improved network coordination across Greater Cambridge and beyond, providing greater control over routes, frequencies, fares, standards and integration.
- Simple, integrated ticketing and fares will support seamless travel across bus and other public transport services, with clear products, capped fares where possible and easy payment.
- Interchange will be improved in the city centre, as well as at stations, Park & Ride sites and other travel hubs, and key stops, with short and legible connections between services, comfortable, accessible and safe waiting environments, and consistent standards of stop and shelter provision, convenient to access by walking, wheeling and cycling.
- Passenger information will be clear, consistent and multimodal, including real-time information at key stops and online, consistent network identity, legible branding, wayfinding and other live information that makes the public transport offer easier to use and understand as a single system.

Delivery and quality principles

- Performance and service standards, will be a combination of quantitative and qualitative metrics, including reliability, frequency, accessibility, demand, passenger experience/satisfaction, actual and perceived personal security, and value for money.
- Public transport will be inclusive and good value, with affordability treated as a core social inclusion outcome so that the cost of travel is not a barrier to accessing jobs, education, healthcare or everyday services.
- Fleet and infrastructure investment will support decarbonisation, including zero-emission buses, supporting charging infrastructure and efficient operations, including new depot facilities as required appropriate.
- Coach provision will support the visitor economy and wider access to Cambridge, with stopping, layover and interchange arrangements planned and enforced at appropriate edge of city travel hubs so that coach access is accommodated without undermining network operation, safety or place quality.

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Policy 4. Travel hub policy

Create a connected network of travel hubs to support seamless interchange between modes, improve first- and last-mile access, and manage demand on the most constrained parts of the network.

Travel hubs are transport interchange locations that support seamless transfer between car, bus, rail, active travel and shared mobility, and are critical to helping manage congestion, supporting development, and providing seamless connectivity to Cambridge City Centre, major employment sites, and other key destinations.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by improving access to jobs, services and growth locations through better interchange, stronger first- and last-mile connections, and more efficient use of constrained transport corridors. It reinforces Policy I/TH on travel hub facilities, Policy I/ST on sustainable transport and connectivity and Policy I/ID on infrastructure delivery.

Travel hub policy in Greater Cambridge reflects the clear hub typology being developed as part of the Cambridgeshire & Peterborough Mobility Hub Strategy based on network and place function, as well as consistent expectations for accessibility, interchange quality and design, safety, flexibility and deliverability. At the most strategic end, these include main stations and Park & Ride sites, but will be supported by a network of district and local hubs to aid integration and connectivity.

Strategic role in providing travel choices and improving connectivity

- Travel hubs will function as part of a wider network, making it easier to transfer between bus, rail, walking, wheeling, cycling, shared mobility and, where appropriate, car-based access as part of a single journey. This will support more reliable and attractive sustainable journeys.
- Hubs will help intercept and redistribute trips before they reach the most constrained parts of Cambridge, while improving access to key destinations, corridors and local centres.
- Hubs will also contribute to wider place outcomes, providing a safer, more legible and more attractive environment for users.

Network and typology priorities for Greater Cambridge

- A range of hub types will be planned for different contexts, including major interchange hubs, corridor hubs, neighbourhood hubs, employer hubs, station hubs and rural or market town hubs.
- Hub form and function will respond to place, recognising that there is no single model and that facilities will reflect local travel patterns, density, surrounding land uses and network role.
- Park and Ride and station locations will be developed as higher-quality interchange hubs where they can support onward travel by bus, rail, active travel and shared modes.
- New development and growth corridors will incorporate hubs from the outset so that sustainable travel choices are embedded early and can evolve over time.

Integration, accessibility and design principles

- Hubs will provide clear, legible and accessible interchange, with direct connections between modes, safe crossings, step-free access, seating, lighting, shelter, cycle parking and clear information.
- Hub layouts will prioritise safety and personal security, with clear sightlines, natural surveillance, good lighting and minimal clutter or hidden spaces.
- Cycle access and parking will be treated as core hub components, including secure and convenient provision for adapted, cargo and longer-stay cycles where justified.
- Hubs will be designed flexibly so that spaces, infrastructure and power provision can be adapted as travel patterns, technologies and operating models change over time.

Delivery and governance principles

- Travel hubs will be delivered through partnership, with roles agreed between the Combined Authority, local authorities, operators, infrastructure providers, landowners and developers.
- Hub delivery will be coordinated with wider transport and development programmes, including bus franchising, rail improvements, active travel schemes, corridor planning and strategic site delivery.
- Hubs will be monitored and refined over time so that facilities, services, maintenance and branding can adapt as demand grows and the wider network evolves.

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Policy 5. Parking policy

Manage parking supply, pricing and use to support mode shift, reduce pressure in the most constrained areas, and enable better use of street space for movement and place.

Parking policy in Greater Cambridge will reflect an integrated network approach, clear distinctions between strategic and local parking functions, and consistent expectations for accessibility, displacement management, kerbside allocation, permit design and EV readiness.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by improving the balance between access, place quality and sustainable travel. It reinforces Policy I/ST on sustainable transport and connectivity, Policy I/ID on infrastructure and delivery, Policy I/TH on travel hub facilities, and the wider strategic objectives of Policy S/DS.

Strategic role in managing congestion

- Parking policy will support a coordinated approach to access, kerbside management and the use of street and parking space, particularly in the most accessible and constrained parts of Cambridge.
- City-centre parking will be planned as part of a wider approach to rebalancing access, public realm and sustainable travel, with a stronger role for Park & Ride, travel hubs and onward connections.
- Park & Ride and related interchange provision will form part of a wider network strategy, supporting longer-distance access while reducing pressure on the most constrained streets and central locations.

Parking supply and location priorities

- Parking provision will follow a design-led, place-sensitive approach, with lower levels in highly accessible locations and greater use of shared parking, car clubs, secure cycle parking and strong links to public transport and travel hubs.
- City-centre and other parking locations will be reviewed over time to identify opportunities to repurpose land for development, public realm and other uses that better support wider strategy outcomes.
- Park & Ride provision, including new sites or relocations, will be brought forward selectively where it supports the wider network strategy and improves interchange.

Resident parking and displacement management

- Resident parking schemes will be planned strategically, rather than introduced in isolation.
- Resident parking controls will be used where justified to address displacement from major developments, corridor changes and other pressures into adjoining residential streets.
- Area-based parking changes will should be accompanied by monitoring and clear mitigation triggers, including review of permits, controlled parking zones or scheme extensions where overspill begins to undermine network function or residential amenity.
- Resident parking schemes will also be used to review the wider allocation of kerbside space, including opportunities for cycle parking, EV charging, car clubs, bin storage and other locally appropriate uses.

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Design, accessibility and management principles

- Permit structures, parking charges and controls will be fair, transparent and coordinated where possible, reflecting wider transport, access and place objectives as well as local circumstances.
- Parking management will support a consistent and user-focused customer experience, including clear information, coherent management arrangements, effective enforcement and better use of data over time.
- Blue Badge and other accessible parking will be provided where needed, with location, quantity and design based on inclusive access needs rather than fixed standards alone.
- Secure cycle parking, including provision for adapted and cargo cycles, will be considered alongside car parking so that changes to parking provision also support wider sustainable access outcomes.
- Electric vehicle charging will form an important part of parking provision in Greater Cambridge, with charging infrastructure integrated positively into parking design and management in ways that support wider sustainable transport, place-making and efficient use of space objectives.

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Policy 6. Freight and servicing policy

Improve the efficiency and sustainability of freight and servicing by managing routing, consolidation and last-mile delivery to reduce congestion, emissions and pressure on the busiest parts of the network.

Freight, servicing and construction traffic shall be managed to reduce congestion, emissions and conflict in and around Cambridge, including through consolidation, cleaner vehicles and more efficient routing.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by improving the efficiency and environmental performance of goods movement, reducing unnecessary freight-related traffic in the most constrained parts of the network, and ensuring that growth can be served without undermining network function or quality of place. It reinforces Policy I/ST on sustainable transport and connectivity, Policy I/ID on infrastructure and delivery and Policy I/SD on servicing and last-mile deliveries.

Building on the Greater Cambridge Local Plan infrastructure topic paper, the Strategy's Need for Intervention report, the CPCA Local Transport and Connectivity Plan, freight and servicing policy in Greater Cambridge should reflect a network approach, a clear distinction between strategic freight and local servicing functions, and consistent expectations for consolidation, routing, vehicle type, kerbside management and construction logistics.

Strategic role in managing congestion and supporting growth

- Freight and servicing will be treated as a core transport management issue because associated traffic disproportionately contributes to congestion, kerbside pressure and network conflict in and around Cambridge.
- Freight efficiency should mean that the movement of goods remains reliable while reducing emissions, road danger and intrusion in sensitive urban and village environments.
- Construction traffic will be considered so that the cumulative impact of development and infrastructure works does not unnecessarily damage present-day accessibility and place quality. For example, construction logistics plans should be required for major projects setting out routing, phasing, booking, vehicle management and mitigation measures to reduce impacts on communities and the network.

Network and location priorities for Greater Cambridge

- Strategic freight movements will be concentrated on the most suitable corridors, including the Strategic Road Network, major road network and rail freight routes, reducing the use of inappropriate routes through villages, local centres and constrained urban streets wherever possible.
- Strategic freight movements will be concentrated on the most suitable corridors, including the Strategic Road Network, major road network and rail freight routes, reducing the use of inappropriate routes through villages, local centres and constrained urban streets wherever possible. This includes maintaining and improving connectivity to international freight gateways such as the Port of Felixstowe, recognising their importance to Greater Cambridge's economy and wider supply chains.

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Consolidation, cleaner vehicles and last-mile movement

- Consolidation will be used to reduce the number of freight and servicing vehicles entering already congested and/or constrained and sensitive areas, including through edge-of-city hubs, shared servicing arrangements and coordinated deliveries for city centre and major employment locations.
- Last-mile deliveries will increasingly shift to cleaner and smaller vehicles, including electric vans, cargo bikes and other low-emission solutions where these are practical and commercially viable.
- Freight policy will support mode shift from road to rail where possible, including safeguarding and promoting rail freight capacity and interchanges where this does not undermine essential passenger services and where it improves overall network performance. In particular, the Strategy recognises the current constraints on freight paths through Ely and at Haughley Junctions on the nationally important Felixstowe to the Midlands and the North corridor and will support partners in identifying and promoting ways to overcome those constraints over time.

Design and operational logistics principles

- Travel hubs, stations and major employment sites will be planned to reduce conflict between freight and servicing movements, active travel and public transport interchange, including safer junction design, clear loading locations, lower-speed environments where appropriate and better visibility and management around key pedestrian and cycle routes.
- Kerbside and servicing management will support efficient operations, using timed delivery windows, managed loading, booking systems or consolidation where appropriate to reduce peak-time pressure and conflict in the busiest locations.

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Policy 7. Taxi and private hire policy

Integrate taxis and private hire into the wider transport system to support flexible, on-demand travel and first- and last-mile connections while managing their impact on congestion and kerbside space.

Taxis and private hire vehicles shall be integrated in a way that promotes their role in supporting accessibility while minimising congestion and kerbside pressure in the busiest locations.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by recognising taxis and private hire vehicles as flexible, demand responsive modes within an integrated transport system. It reinforces Policy I/ST on sustainable transport and connectivity and Policy I/TH on travel hub facilities.

Role and integration

- Taxis and PHVs will complement walking, wheeling, cycling and public transport, particularly for first- and last-mile journeys to stations, travel hubs, employment areas and key destinations.
- Their role should reflect local context, including dense urban areas, growth locations, market towns and rural communities where flexible access is needed alongside fixed-route services.

Operations and standards

- Provision will be planned around key destinations and interchange points, with clear distinction between rank-based and pre-booked activity and with kerbside management that avoids conflict with walking, cycling and public transport.
- Operations should reduce unnecessary circulation, idling and congestion in the most constrained parts of Cambridge, while supporting wider environmental objectives including lower-emission and zero-emission vehicles.
- Services should meet high standards of accessibility, safety and customer service, including wheelchair-accessible vehicles, assistance dog provision, disability awareness and safeguarding.

Delivery

- Licensing and regulatory powers will be used to set clear expectations for accessibility, vehicle standards, emissions and driver conduct.
- Local partners will identify priority locations for ranks, pick-up and drop-off management at stations, travel hubs, city-centre destinations and major employment sites.

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Policy 8. Micromobility and powered two-wheeler policy

Support the safe and effective use of micromobility (for short and first-/last-mile trips) and powered two- (and three-) wheelers as space-efficient alternatives to private cars, with appropriate and mode-specific approaches to safety, parking and integration with other modes.

Micromobility refers to lightweight, low-speed electric vehicles such as e-bikes, e-scooters and e-cargo bikes (shared or privately owned) that are well suited to shorter trips and first- and last-mile travel. Powered two- and three-wheelers primarily refers to mopeds and motorcycles, which are distinct from micromobility but are also smaller vehicles that can, in some circumstances, support access and reduce spatial pressure relative to larger private cars, subject to appropriate management, safety and legal controls.

They are grouped here because innovation in personal transport is creating a wider spectrum of space-efficient options—from e-scooters and e-bikes through to motor-scooters and motorcycles—which share a common need for consistent principles on integration, kerbside space, parking and safety across the network.

Micromobility and powered two-wheelers shall be planned and managed as complementary forms of personal transport within Greater Cambridge's integrated transport system, supporting first- and last-mile connections, everyday local trips and access to travel hubs, while ensuring safe operation, responsible parking and clear accountability.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by widening travel choices and managing smaller personal vehicles in a way that supports accessibility, efficient use of limited street space and place quality, while remaining consistent with the wider movement and place objectives. It reinforces Policy I/ST on sustainable transport and connectivity, Policy I/SD on servicing and last-mile deliveries, Policy I/TH on travel hub facilities, and wider objectives relating to safety, network management and place quality.

Strategic role in the transport system

- Micromobility and powered two-wheelers will be recognised as space-efficient personal transport options with a smaller spatial footprint than larger cars, helping support access where street space is constrained and travel choices are limited.
- The Strategy will support their use in roles where they strengthen first- and last-mile connections to rail stations, Park & Ride sites and travel hubs, improve access to employment, education and local centres, and (where appropriate) contribute to more efficient last-mile servicing and delivery through smaller vehicles.
- Both modes will be managed as complementary to, rather than substitutes for, walking, wheeling, cycling and public transport, and will be expected to align with the wider movement and place objectives.

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Safety and user behaviour

- The Strategy will apply a Safe Systems approach to micromobility and powered two-wheelers, recognising user vulnerability and prioritising action to reduce collision risk and improve safe operation across the network.
- Measures will include supporting rider training and safety initiatives, driver awareness campaigns (including awareness of smaller vehicles at junctions and on key corridors), and maintaining highway infrastructure to a high standard, including surface condition, markings and visibility.
- Unsafe, anti-social, inappropriate or illegal riding (and associated non-compliant operating practices) will be managed through a combination of design, user communications, proportionate enforcement and partnership working, including engagement with operators and delivery platform companies where relevant.

Parking and kerbside management

- Clearly signed parking/standing locations for micromobility and convenient, safe and appropriately located parking for powered two-wheelers will be provided as part of a balanced and place-sensitive approach to kerbside management, particularly at key destinations, travel hubs and employment locations.
- In the most constrained parts of Cambridge, parking and operating controls will be coordinated with wider kerbside management to prevent obstruction of footways and cycle routes, protect Blue Badge access and bus stop function, and support place quality.
- Inappropriate or obstructive parking and stopping, including on footways and in sensitive locations, will be managed through design, clear controls and enforcement, with partnership working (including delivery platform operators where relevant) to support responsible practices.

Delivery and governance

- Delivery will be led through partnership between the Combined Authority, local authorities, the police and relevant operators, including micromobility and delivery platform operators where appropriate.
- The Strategy will monitor safety, obstruction/nuisance, compliance and operational performance, with agreed triggers for corrective action and proportionate intervention where issues arise.

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Policy 9. Highway and traffic management policy

Manage the highway network to prioritise sustainable travel, support efficient use of road space and improve reliability while balancing movement needs with place quality and safety.

Highways and traffic shall be planned and managed as part of an integrated, vision-led transport system that supports efficient movement while prioritising place quality, safety and sustainable travel. The highway network shall be managed to make best use of constrained capacity, limit unnecessary traffic and support the Strategy's objectives on congestion, access, growth and climate.

This policy supports the CPCA Local Growth Plan and emerging Greater Cambridge Local Plan by aligning network operation with sustainable transport and placemaking objectives. It supports reduced car dependency, improved accessibility and better quality of place consistent with Policy I/ST, Policy I/ID and Policy GP/QP. It draws particularly on Cambridgeshire County Council guidance on user priority, inclusive access, active travel provision and the design and management of streets and development access in different contexts, and on National Highways guidance on route function, resilience and efficient network operation.

Strategic role and network hierarchy

- Highways and traffic management will balance movement and place so that street environments are improved while the network continues to function efficiently (see Overarching Strategy: Principle – Movement & Place Framework).

Traffic and network management

- Signals, junctions and corridor management will be used to improve reliability for priority modes and make better use of limited network capacity. Targeted network and access measures should reduce peak pressure and unnecessary traffic on the most constrained parts of the highway network.
- A city-centre circulation approach should be considered that reduces through traffic on the most sensitive streets by requiring non-essential cross-city movements to use more appropriate ring road, distributor and higher-order route corridors around rather than through the centre, while maintaining access to destinations in central Cambridge.
- This would support access from the SRN and MRN to the city via defined gateways, while reducing unnecessary through movement on city-centre streets and complementing wider public realm and Civic Quarter measures.
- Provision should be maintained for essential access, including emergency vehicles and access for disabled people and others who need to travel by car.

Integration with sustainable transport and place

- Road space will be reallocated where appropriate to support mode shift, improve safety, strengthen the public realm, and secure biodiversity net gain, greening and other nature-based improvements where these can be integrated into street and corridor schemes.
- Highway and traffic measures will support integrated journeys, including safe and convenient access to travel hubs, stations and key destinations.

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Delivery and governance principles

- Highway and traffic management will be delivered through coordinated partnership working between the relevant authorities and infrastructure providers.
- Decisions will be evidence-led and coordinated with development, monitoring and wider network management over time.

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Policy 10. Transport asset management and resilience policy

Maintain and adapt transport infrastructure to ensure a safe, reliable and resilient network that supports long-term performance, growth and climate resilience.

Asset management shall protect infrastructure value, support network performance and ensure assets contribute to the Strategy's objectives on accessibility, growth, economic performance and environmental sustainability.

This policy supports the CPCA Local Growth Plan and emerging Greater Cambridge Local Plan by ensuring infrastructure is maintained and delivered in a way that supports sustainable development and high-quality places. It aligns with Policies I/SI, I/ID and I/ST. It draws particularly on National Highways' asset management guidance on whole-life decision making, risk-based prioritisation, resilience and climate adaptation, in alignment with Cambridgeshire County Council's policies for maintaining and managing the local highway network.

Strategic role and whole-life approach

- Asset management will support the safe and reliable operation of the transport network and be treated as a core priority alongside new investment.
- Maintenance and renewal will be planned to support efficient network performance, minimise disruption and protect long-term infrastructure value.
- Decisions on maintenance and renewal will apply a whole-life approach, reflecting condition, usage, risk and network importance.
- Preventative maintenance and timely intervention will be used where possible to reduce long-term cost, disruption and asset deterioration.

Resilience, adaptation and operation

- Asset management will plan for climate risks such as flooding, heat and severe weather, and should incorporate adaptation measures into maintenance, renewal and design.
- Maintenance and renewal programmes will strengthen the resilience of the network and support faster recovery from disruption.
- Critical routes and infrastructure will be managed so that operation can continue safely and reliably during planned works, incidents and periods of stress.
- Maintenance activity and incident response will be coordinated to minimise disruption and support effective network operation.

Growth, data and governance

- Asset management will be aligned with new development and infrastructure delivery so that existing networks can continue to perform effectively as growth comes forward, with upgrades identified where needed to accommodate growth, support resilience or address emerging pressures.
- Robust asset data, monitoring and condition information will be used to inform priorities, programme decisions and continuous improvement.
- Delivery will be supported by coordinated partnership working, clear responsibilities and sustainable long-term funding aligned with wider National Highways strategy and investment frameworks.

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Policy 11. Safety and security policy

Improve safety and personal security across the transport system by reducing risk and ensuring people can travel safely and with confidence.

Safety and security shall be a fundamental outcome of the transport system in Greater Cambridge. This includes reducing the number and severity of road traffic collisions, improving the safety and usability of streets and transport infrastructure, and enhancing personal security across the whole journey, including at interchanges, on vehicles and along walking and cycling routes.

This policy supports the emerging Greater Cambridge Local Plan and wider regional and national policy by promoting a safe systems approach to transport, consistent with Vision Zero principles and local road safety strategies. It also aligns with equalities, health and wellbeing objectives by recognising that safety is not only about collision risk, but also about personal security, confidence and perceived safety, which influence how and whether people travel. The policy responds to evidence of collision hotspots and risks to active travel users, particularly at junctions and on key corridors, and to wider issues of transport-related social exclusion linked to safety and confidence in using the network.

Building on the work of the Vision Zero Partnership for Cambridgeshire and Peterborough, national guidance, and supporting Strategy evidence, key safety and security priorities are set out below.

Strategic role in improving safety and reducing harm

- The transport system will be planned, designed and managed to reduce the risk of death and serious injury, recognising that current collision patterns in Greater Cambridge disproportionately affect active travel users and are concentrated on key corridors and junctions.
- A Safe Systems approach will be applied across the network, addressing road user behaviour, vehicle safety, infrastructure design, and speed management in a coordinated way, in line with Vision Zero principles and local road safety strategies.

Network priorities for Greater Cambridge

- Investment will prioritise locations with the highest safety risks, including collision hotspots on the strategic and local road network, radial corridors and complex urban junctions, to deliver measurable reductions in casualties.
- The design of streets and corridors will seek to reduce conflict between modes, including through segregation, safer junction design, improved crossings and speed management, particularly in areas with high levels of walking and cycling.

Personal security and inclusive safety

- The transport network will be designed and operated to provide safe, well-lit, legible and overlooked environments, including at stops, stations, travel hubs and along key walking, wheeling and cycling routes, to improve both actual and perceived safety.
- Particular consideration will be given to the personal safety of women and girls and other vulnerable users, recognising evidence that concerns about safety and harassment can constrain travel choices and contribute to transport-related social

exclusion. This will be addressed through inclusive design, visibility, staffing where appropriate, and partnership working with operators, schools (e.g. jointly planning and designing further School Streets schemes), and major employers, and the police.

Integration with the wider transport system

- Safety and security will be embedded across all modes and journeys, including first- and last-mile connections, interchanges and emerging mobility solutions, ensuring that improvements to connectivity and access are accompanied by improvements in safety and user confidence.
- Transport planning and operations will work in partnership with highway authorities, police, operators and community safety partners to address both collision risk and personal security issues in a coordinated and evidence-led way.

Delivery and monitoring principles

- Safety outcomes will be monitored through robust data and evidence, including collision data, user experience and perception measures, to identify priority locations and track progress over time.
- Interventions will be targeted to support those most at risk or most affected by safety concerns, including vulnerable road users and communities experiencing transport-related exclusion, ensuring that safety improvements contribute to wider inclusion, health and accessibility outcomes.

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Policy 12. Digital connectivity policy

Use digital connectivity and data to better manage the network, improve journey planning and support integration between modes, enabling a more reliable and responsive transport system.

Digital connectivity shall be used to support a more efficient, integrated and lower-carbon transport system across Greater Cambridge, improving the quality, reliability and usability of journeys while helping the network respond more effectively to growth, congestion and changing travel patterns.

This policy supports the CPCA Local Growth Plan and the emerging Greater Cambridge Local Plan by strengthening digital access to jobs, services and information, supporting more seamless multimodal journeys, enabling more flexible access to education, services and remote working where appropriate, improving day-to-day network management and resilience, and ensuring that transport infrastructure and development remain adaptable to changing technologies over time. It reinforces Policy I/ST on sustainable transport and connectivity, Policy I/ID on infrastructure and delivery, and the wider objectives of inclusive access, economic productivity and climate resilience.

Integrated information, ticketing and network management

- Digital systems will support integrated, multimodal journeys by providing real-time, accessible and consistent travel information and integrated ticketing across modes.
- Data and technology will be used to improve the performance of the transport network, including signal optimisation, traffic management, and the efficient management of kerbside space, freight and servicing.

Integrated and demand responsive services

- Shared mobility, demand responsive transport and Mobility as a Service approaches will be supported where they improve access, inclusion and network efficiency.
- Digital connectivity will support more seamless interchange between walking, cycling, public transport and shared mobility, improving reliability, legibility and user experience.

Data-led planning, operations and future-ready infrastructure

- Data will be used to inform planning, monitoring and day-to-day operation of the network, improving reliability, resilience and user experience.
- Transport infrastructure and development will be designed to accommodate future digital systems and emerging technologies, including communications, power and supporting digital infrastructure where needed.

Inclusion and emerging vehicle technologies

- Digital connectivity will be planned to support inclusive access, recognising that digital exclusion can act as a barrier to opportunity and services, and that non-digital alternatives may still be needed in some cases.
- The potential role of connected and autonomous vehicles is recognised, but their introduction will need to be managed in a way that reduces congestion and aligns with place and environmental objectives.

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Linkages to the Local Plan – components and policies

4.62 This theme supports the emerging Greater Cambridge Local Plan's policies on climate change, environmental protection, biodiversity, design quality, health and sustainable transport. It should be read alongside the emerging Greater Cambridge Local Plan (Regulation 18, December 2025), the Sustainability Appraisal, Habitats Regulations Assessment, Equalities Impact Assessment, and relevant carbon and environmental evidence. These documents together provide the framework for demonstrating how transport policy can contribute to emissions reduction, adaptation and environmental enhancement while remaining aligned with Greater Cambridge's growth ambitions.

4.63 The following emerging Local Plan infrastructure and transport policies have the clearest fit within the strategy structure set out above. Table 4.2 below identifies the alignment between emerging Local Plan transport-related policies and the Strategy, based on whether the policy is cross-cutting, thematic, growth or implementation focused.

Table 4.2: Alignment between emerging Local Plan transport and transport-related policies and the Strategy

Emerging Local Plan policy	Alignment to draft Greater Cambridge Transport Strategy
Policy I/ST: Sustainable transport and connectivity	• Our overarching strategy – Policy principles • Establishing long-term, practical solutions to congestion in and around Cambridge • Connecting homes, disadvantaged areas and the wider region • Enabling new development and homes
Policy I/TH: Travel hub facilities	• Connecting homes, disadvantaged areas and the wider region • Supporting businesses and our priority economic sectors • Enabling new development and homes
Policy I/EV: Parking and electric vehicles	• Our overarching strategy • Establishing long-term, practical solutions to congestion in and around Cambridge • Climate change and enhancing the local environment
Policy I/SD: Servicing and last-mile deliveries	• Establishing long-term, practical solutions to congestion in and around Cambridge • Supporting businesses and our priority economic sectors
Policy I/SI: Safeguarding important infrastructure	• Our overarching strategy – Policy principles • Enabling new development and homes • Supporting businesses and our priority economic sectors
Policy I/ID: Infrastructure and delivery	• Our overarching strategy – Policy principles • Enabling new development and homes • Draft capital delivery programme

4.64 Wider Local Plan policies on design, health, climate and environmental quality are reflected elsewhere in the strategy narrative and thematic sections but are not listed in

Table 4.1 because this table focuses specifically on transport and infrastructure policies.

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5 Draft capital delivery programme

Introduction

5.1 This chapter sets out how the Draft Greater Cambridge Transport Strategy could be implemented in practice. It summarises the governance and assurance approach, the broad structure of the delivery programme, potential funding routes, and the monitoring and evaluation framework that will be needed to support delivery over time. It is intended as a strategic implementation framework rather than a final programme and will need to be refined as schemes are developed, funding becomes clearer and the Strategy moves from draft to adopted form.

Governance and Assurance

5.2 Delivery of the Greater Cambridge Transport Strategy requires coordinated action across multiple organisations, with different partners leading on different interventions. Governance and assurance should therefore provide clear portfolio oversight, decision routes and delivery responsibilities, while recognising that sponsorship, delivery and funding will vary between schemes and over time.

5.3 Prioritisation and assurance should be proportionate and transparent, using early option sifting and appraisal aligned with established good practice (including value for money, affordability, environmental impacts and deliverability). Where schemes seek Combined Authority funding or formal endorsement, they should follow an agreed assurance framework and, as they mature, be supported by proportionate business cases (strategic, economic, financial, commercial and management) consistent with HM Treasury Green Book principles.

5.4 Delivery should be managed through clear programme reporting, with regular updates on milestones, cost and risk, supported by project-level risk registers and escalation where issues become programme-critical. Portfolio reporting should include a delivery dashboard (e.g., Red/Amber/Green status) and an exception process for schemes at risk of delay, cost pressure or under-delivery, enabling early corrective action.

5.5 The Strategy and delivery programme should be kept under review through periodic reporting and an annual refresh of priorities, phasing and funding assumptions, informed by monitoring and evaluation. Governance arrangements should also set out how key roles interact in Greater Cambridge—including Combined Authority strategic leadership and funding, County highway authority and delivery functions, Greater Cambridge Partnership programmes, and Local Plan and development management responsibilities—alongside operators and national bodies for rail and the strategic road network.

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Delivery Programme

5.6 The interventions in the delivery programme have been selected because, taken together, they provide the most effective means of delivering the Strategy's connectivity ambitions and improving access to key destinations, including strategic site allocations, major employment areas, services and transport hubs. They are aligned with the Movement and Place Framework, so that investment supports both efficient movement and high-quality places, while prioritising sustainable and space-efficient modes where this is most appropriate. The programme is also phased to reflect feasibility, dependencies and the sequencing of growth, enabling early improvements while building towards a more comprehensive long-term network. It is informed by the Local Plan evidence base, wider transport evidence and growth aspirations, and is intended to provide a coherent and deliverable basis for coordinating infrastructure, policy and investment over time.

5.7 Combined Authority-led interventions are likely to include strategic public transport, rail, travel hub, connectivity and wider regional integration measures, together with funding and programme coordination functions.

- Major schemes are likely to include corridor-scale public transport, rail, junction improvements, travel hub and network transformation projects that require significant appraisal, safeguarding, funding assembly and partnership working.
- Local schemes are likely to include active travel links, local interchange improvements, smaller public transport priority measures, road safety and localised capacity enhancement schemes and place-based improvements that contribute cumulatively to the Strategy's objectives.

5.8 Greater Cambridge Partnership-led interventions are likely to continue to play an important role over the short term as the partnership continues to deliver on its adopted programme.

5.9 County-led programmes are likely to include active travel, local highway, school access, safety, maintenance and community-focused interventions, as well as technical support to strategy development and local plan implementation.

5.10 Other delivery partners are likely to include Network Rail, train and bus operators, National Highways, neighbouring authorities, developers, active travel bodies and community transport providers, depending on the scheme and corridor concerned. For any MRT schemes that extend beyond the boundaries of Greater Cambridge, partnership working and agreement with neighbouring authorities will be a key requirement.

5.11 An extended version of the delivery plan has also been created covering estimated costs (development and construction capital, maintenance and renewal, and operating costs) as well as the status of and next steps for each intervention.

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Table 5.1: Greater Cambridge Transport Strategy Intervention Delivery Plan

Intervention name	Lead org.	Description and local issue(s) addressed	GCTS Objectives (abr .)					Committed, Local Plan or Additional	Local Plan policies	Phasing			Partner orgs.
			Congestion	Access	Business	Development	Environment			Short term (2026-30)	Medium term (2030-35)	Long term (2035-45)	
All of Greater Cambridge													
Bus Franchising	**CPCA**	CPCA is progressing a bus franchising scheme under section 123H(1) of the Transport Act 2000. This will enable greater public control over routes, frequencies, fares and service standards, helping to support a more integrated, reliable and user-focused bus network across Greater Cambridge and the wider Combined Authority area.	2	3	2	2	1	**Committed**	I/ST, I/ID, I/TH				CCC, Bus operators, DfT
LCWIP improvements	**CCC**	Local walking, wheeling and cycling improvements identified through the LCWIP, including smaller-scale route, crossing, junction, wayfinding, accessibility, cycle parking and Healthy Streets measures that fill gaps in the network and improve everyday access to schools, centres, hubs and local destinations. Over time, this should help build a more connected network linking new settlements, rural towns and larger villages, with gaps filled as opportunities arise and improvements prioritised on routes with the greatest potential to support more cycling.	1	2	1 / ?	0 / ?	1	**Committed**	I/ST, I/ID, WS/HD				CPCA

Increased provision of electric vehicle (EV) charging points	**CCC**	A series of EV charging points are to be installed both within new developments and as part of a district-wide installation scheme. This includes planned provision at GCP-led travel hubs, including: • Scotland Farm • Granta Park • Cambridge South West • Waterbeach • Newmarket	0	0	1 / ?	1 / ?	3	**Committed**	I/EV, I/ST, I/ID				Developers, GCP
East West Rail	**East West Railway Company**	East West Rail will provide a new strategic rail connection linking Oxford, Milton Keynes, Bedford, Tempsford, Cambourne, Cambridge South and Cambridge. This would improve east–west connectivity across the Oxford–Cambridge Growth Corridor, support planned growth, strengthen access to key jobs and services, and provide a more sustainable alternative to car travel for longer-distance trips.	2	2	3	2	1	**Local Plan / Committed**	I/ST, I/ID, I/TH, I/SI, S/CBC, S/CE				CPCA, GCP, CCC
Increased frequency and capacity of rail services	**Network Rail / Rail operators**	Increased rail service frequencies on routes serving Greater Cambridge, particularly towards Peterborough, Ely, King's Lynn, Norwich and Ipswich, would improve capacity, connectivity and flexibility for longer-distance journeys to and from Cambridge and Cambridge South. Capacity could also be increased through longer trains and, over time, East West Rail's proposed service of up to five trains per hour. This would widen access to jobs, services and regional centres and aligns with current work on Ely, the Ipswich to Cambridge corridor, and wider West Anglia and eastern rail improvements.	2	2	3	2	1	**Local Plan**	I/ST, I/ID, S/NEC, S/CBC				CPCA, Transport East, Rail Partnerships

North East – North West – West orbital mass rapid transit	**CPCA**	Building on existing passive provision, options will assessed for an orbital mass rapid transit link between North East Cambridge and North West Cambridge (Eddington), including connections to Madingley Park and Ride and the Cambourne to Cambridge corridor, subject to the related Cambridge Growth Company study and preparation of an appropriate business case.	2	2	3	2	1 / ?	**Local Plan**	I/ST, I/ID, I/TH, I/SI, S/NEC			CCC, GCP, CPCA
Further orbital mass rapid transit	**CPCA**	Delivery of a package of orbital mass rapid transit connections forming the basis of a longer-term orbital public transport network around Cambridge, linking major growth locations, employment areas and transport corridors. This includes connections between: • North East Cambridge and Cambridge East • Cambourne to Cambridge public transport corridor/West Cambridge, Trumpington Park and Ride and Cambridge Biomedical Campus • Cambridge East and Cambridge Biomedical Campus	2	3	2	2	1 / ?	**Additional**	I/ST, I/ID, I/TH, I/SI			CGC, CCC, GCP
Further mass rapid transit (MRT) network development	**CPCA / CGC**	**Subject to the related Cambridge Growth Company study and preparation of an appropriate business case, CPCA will develop and test a wider network of potential mass rapid transit corridors beyond the Cambridge urban area, strengthening regional connectivity and supporting longer-distance movements into and across Greater Cambridge. Potential future extensions being considered include:**										

		To St. Ives, Huntingdon and Alconbury: likely to build on the existing guided busway alignment, with improved priority and segregation for onward connections from St. Ives Park & Ride.	2/?	2/?	3/?	3/?	1/?	**Additional**	I/ID, I/SI, I/ST, I/TH			CCC, Huntingdonshire District Council/North Huntingdon Opportunity Zone (NHOZ)
		To Haverhill: likely to build on the Cambridge Biomedical Campus to A11 Travel Hub high-quality public transport corridor and initial extensions to Grange Farm and Granta Park, extending further along the A1307 growth corridor.	2/?	2/?	2/?	2/?	1/?					CCC, Suffolk County Council
		To Mildenhall: likely to build on the Cambridge East corridor, extending the reach of higher-capacity public transport to the north-east.	2/?	2/?	2/?	2/?	1/?					CCC, Suffolk County Council
		To St. Neots and Tempsford: likely to build on the Cambourne to Cambridge corridor, providing additional connectivity to new development and strategic interchange opportunities.	2/?	2/?	2/?	2/?	1/?					CCC, Huntingdonshire District Council/North Huntingdon Opportunity Zone (NHOZ)

Bus fleet electrification	**CPCA / Bus operators**	CPCA and bus operators are progressing the transition to zero-emission buses and supporting charging infrastructure across the network. This would reduce greenhouse gas emissions, improve local air quality and noise conditions, and help modernise the bus fleet while supporting a cleaner and more attractive public transport offer across Greater Cambridge and the wider Combined Authority area.	1	1	1	1	2	**Additional**	I/ST, I/EV, I/ID, CC/NZ			GCP, DfT
Other strategic rail infrastructure enhancements	**Network Rail**	Working with Network Rail and regional partners, CPCA will support and advocate for the exploration of strategic rail infrastructure enhancements aligned with the Transport East rail strategy, including Ely Area Capacity Enhancements and Haughley rail junction, improved links into the wider East, future East West Rail connections towards Norfolk and Suffolk, and additional capacity on routes serving Newmarket and Soham. These measures could improve rail capacity, resilience and connectivity, supporting more frequent and reliable passenger and freight services and strengthening Greater Cambridge's regional and national connections.	2	2	3	2	1	**Additional**	I/ST, I/SI, I/ID			CPCA, Transport East, Rail Partnerships

Freight and deliveries consolidation pilot	**CPCA**	Pilot a freight consolidation model based on an edge-of-city hub and city-centre micro-consolidation / onward delivery operation to reduce servicing traffic in the commercial core and other constrained streets. The scheme would test consolidated deliveries, timed servicing and electric last-mile vehicles, while also informing how freight could connect better with rail-based movements and helping to manage the impact of construction traffic from growth sites and major infrastructure. This would help improve air quality, public realm and the efficient use of limited street space, while establishing whether a permanent and commercially viable model could be rolled out more widely and informing the emerging Freight Strategy.	2	1	2	1	1	**Additional**	I/SD, I/ST, I/ID, CC/CE				GCP, CCC, Freight operators, Delivery companies/ platforms
Increased provision of micromobility	**CPCA**	Building on the ongoing shared e-scooter and e-bike trial in Cambridge and the development of a wider CPCA micromobility strategy, CPCA and local partners would support the expansion and integration of micromobility provision, including shared e-bikes, e-scooters and other small electric or pedal-assisted vehicles where appropriate. This would help improve first- and last-mile access to public transport, travel hubs, employment areas and local centres, provide a practical alternative to short car trips, and support more flexible, low-carbon travel choices across Greater Cambridge, while recognising the need for clear legal standards, safe use and appropriate enforcement of illegally modified or non-compliant vehicles.	1	2	1	1	1	**Additional**	I/ST, I/ID, I/TH				GCP, Operators

M11 improvements study	**National Highways**	Working with National Highways and local partners, CPCA would support the longer-term development and assessment of potential proposals to improve the performance, resilience and connectivity of the M11 in Greater Cambridge, particularly in relation to through traffic, travel hubs and major growth areas. This would sit beyond the transport infrastructure needed to support current Local Plan growth and could include options to address key junction and corridor constraints while ensuring that any interventions complement wider public transport and active travel measures.	?	?	?	?	?	**Additional**	I/ST, I/ID, I/SI				CPCA, CCC, CGC
A14 improvements study	**National Highways**	Working with National Highways and local partners, CPCA would support the longer-term development and assessment of potential proposals to improve the performance, resilience and connectivity of the A14 corridor in and around Greater Cambridge. This would sit beyond the transport infrastructure needed to support current Local Plan growth and could include options to address key corridor and junction constraints, strengthen access to employment areas, growth locations and travel hubs, and support the efficient movement of freight and longer-distance traffic, while ensuring that any interventions complement wider public transport and active travel measures.	?	?	?	?	?	**Additional**	I/ST, I/ID, I/SI				CPCA, CCC, CGC

Review of parking provision	**Cambridge City Council / Cambridgeshire County Council**	Building on ongoing city parking policy work, local partners will review parking provision across Greater Cambridge, including Resident Parking Schemes and Controlled Parking Zones, Park and Ride, travel hubs, wider on- and off-street parking, parking standards, and coach parking need, to be taken forward through a forthcoming Greater Cambridge Integrated Parking Strategy.	2/?	0/?	0/?	2/?	1/?	**Additional**	I/EV, I/TH, I/ST, I/ID	GCP
Cambridge urban area										
A1134 Cycle Plus	**GCP**	Improvements to walking and cycling infrastructure along a section of the A1134 in the south-east, from Addenbrooke's hospital to Coldham's Lane roundabout, including Fendon Road, Mowbray Road, Perne Road, and Brooks Road.	1	2	1	1	1	**Committed**	I/ST, I/ID, WS/HD	CCC

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Hills Road Cycle Plus	**GCP**	Changes to Hills Road (Lensfield Road to Hills Road Sixth Form College) to provide high-quality footways, crossings, enhanced cycling provision, bus lanes and junction improvements. As one of Cambridge's most important urban corridors, the scheme will also improve street quality, legibility and public realm, supporting the Local Plan's design and placemaking objectives as well as healthier travel outcomes.	1	2	2	1	1	**Local Plan / Committed**	I/ST, I/ID, GP/QP, S/CBC			CCC
Chisholm Trail Phase 2	**GCP**	The Chisholm Trail will provide a predominantly off-road walking and cycling link between Cambridge railway station and Cambridge North Station. Phase 2 will connect Coldham's Common with Cambridge Station, via Cromwell Road, Great Eastern Street car park, and Cavendish Road to Clifton Road.	1	3	2	1	1	**Local Plan**	I/ST, I/ID, GP/QP, WS/HD, S/NEC			CCC

North East Cambridge active travel improvements	**CCC**	Identify ways to improve walking and cycle links to/from North Cambridge Academy, King's Hedges, Milton Road and the Chisholm Trail in North East Cambridge.	1	2	1/?	2	1/?	**Local Plan**	I/ST, I/ID, S/NEC			CPCA
Cambridge bus priority measures	**CPCA**	Measures to promote unimpeded access for Park and Ride buses (and other radial services) to and through the city centre along priority corridors: • Milton Road/Milton Park and Ride to Cambridge city centre; Histon Road to Cambridge city centre: signal and junction priority for buses (including the use of smart signals) and possible small-scale extensions to bus lanes • Cambridge city centre to Cambridge station: signal and junction priority for buses (including the use of smart signasls) and improved enforcement of existing Traffic Regulation Orders (TROs)	2/?	1/?	0/?	2/?	0	**Additional**	I/ST, I/TH, I/ID, S/NEC			Cambridge City Council, Cambridgeshire County Council

Cross-city mass rapid transit	**CPCA / CGC**	Cross-city mass rapid transit is needed to address the challenges created by Greater Cambridge's increasingly polycentric pattern of growth, with major employment areas distributed across the urban area while the current transport network is highly radial and reliant on a constrained historic core. This results in indirect journeys, pressure on key corridors, and limited connectivity. Mass rapid transit would therefore require a combination of improved interchange, priority measures, changes to city centre circulation and potential introduction of one-way or two-way traffic restrictions where necessary to create sufficient space for high-capacity public transport throughput and to support a more people-focused central area.	2	2	1 / ?	2 / ?	1 / ?	**Additional**	I/ST, I/TH, I/SI, I/ID, GP/QP				Cambridge City Council, Cambridgeshire County Council
Civic Quarter (including public realm and traffic management)	**Cambridge City Council / Cambridge-shire County Council**	Changes to signals, crossings, bus stop arrangements and access management to support a better-functioning, more pedestrian-friendly and accessible central Cambridge environment, reflecting the constraints of the historic core and its role as both a movement corridor and a place of high civic and cultural importance.	1	1	1 / ?	1 / ?	2	**Additional**	I/ST, I/ID, GP/QP, WS/HD				CPCA, GCP

Additional bus depot(s)	**CPCA**	Provision of bus depot capacity, including longer-term relocation of the Milton Road Stagecoach depot, to support the future Greater Cambridge bus network, transition to zero-emission buses, and wider network growth. Depot provision should be flexible and scalable, with initial and future requirements aligned to network development and longer-term MRT planning, and should recognise that depot land requirements may be more modest than often assumed, depending on layout and operational needs.	1	1	1	1	0	**Additional**	I/ID, I/ST, I/SI				Bus operators, CCC
Cambridge station eastern entrance	**East West Rail Company**	A new eastern entrance to Cambridge station, with associated access improvements on the east side of the station, providing a direct additional access point and improving interchange from surrounding areas including Davy Road and Station Road.	0	3	1	1	0	**Additional**	I/ST, I/TH, I/ID				Network Rail, CPCA, CCC
Cambridge station connectivity improvements	**CCC**	Improvements to walking, cycling, public transport and street connectivity to Cambridge station and the proposed eastern entrance, strengthening access from surrounding commercial and residential areas and improving onward connections to key destinations.	1	2	1 / ?	1	1	**Additional**	I/ST, I/TH, I/ID, GP/QP				CPCA, GCP, EWR
The edge of Cambridge													

Cambridge South station	**Network Rail**	Cambridge South station will provide a new rail gateway serving the Cambridge Biomedical Campus and the southern side of Cambridge, improving direct access to one of Greater Cambridge's most important employment, healthcare and research locations. This would strengthen connectivity to the wider rail network, support growth at and around the Cambridge Biomedical Campus, improve journey opportunities for staff, patients and visitors, and help shift a greater share of longer-distance trips to rail.	2	2	3	2	1	**Local Plan / Committed**	I/ST, I/TH, I/ID, S/CBC	June 2026			CCC, GCP, CPCA
Cambridge South West Travel Hub	**GCP**	A new travel hub and park and ride site north of the A10 at M11 Junction 11. There is significant housing and employment growth connected to the area, including Trumpington Meadows, Cambridge Biomedical Campus and West Cambridge. There are currently 16 peak time P&R buses per hour from Trumpington to Cambridge city centre, with forecasts showing the site will soon reach capacity.	1 / ?	2	2	2	0 / ?	**Local Plan / Committed**	I/ST, I/TH, I/ID, S/CBC				CCC, CPCA
Cambridge Eastern Access	**GCP / Developer -led**	Phase 1: public transport and active travel improvements in the eastern corridor, including the relocation of Newmarket Road Park and Ride. Phase 2: safeguarding for a new mass rapid transit route through the Cambridge East site connecting with Newmarket Road. Together, these measures would improve sustainable access from the east of the city, support the phased redevelopment of Cambridge East, and help reduce congestion and reliance on private car travel on the corridor.	1	2	2	2	1	**Local Plan / Committed**	I/SI, I/ST, I/ID, I/TH, S/CE				Cambridge City Council, Cambridge-shire County Council, CPCA

Cambridge East to Cambridge mass rapid transit	**CPCA**	Future mass rapid trasnit corridor between the Cambridge Airport site and Cambridge to support the long-term build out of Cambridge East and improve sustainable access from the east of the city. Building on shorter-term Cambridge Eastern Access improvements along Newmarket Road, this would help provide a high-quality public transport connection between the the city centre, airport site, relocated Newmarket Park & Ride and wider key destinations, support the transport strategy for a major mixed-use growth area, and reduce reliance on private car travel for trips to and through the eastern side of Cambridge.	2/?	2/?	2/?	2/?	1/?	**Local Plan**	I/ST, I/ID, I/SI, S/CE				Developers
Madingley Road improvements	**GCP**	Proposals include improvements to Madingley Road (Eddington Avenue to Lady Margaret Road) to provide high-quality footways, crossings, enhanced cycling provision, bus priority measures and junction improvements, supported subject to an assessment of impacts on public transport.	1	2	1	2	1	**Local Plan**	I/ST, I/ID, S/NWC				CCC, CPCA
New Cambridge East station	**Network Rail**	A new Cambridge East station, subject to ongoing options assessment, will support the phased redevelopment of Cambridge East as a major new mixed-use urban quarter in the east of the city by providing direct rail access to new homes, jobs and services. Alongside wider eastern corridor measures, this would help connect the site more effectively to Cambridge, the wider rail network and key destinations across Greater Cambridge, strengthen sustainable access to a strategic growth area, and support a lower-car pattern of	2	2	3	2	1	**Additional**	I/ID, I/TH, I/ST, I/SI, S/CE				EWR, CPCA, GCP

		development as the area builds out over time.										
A10 Ely to A14 improvements scheme	**CPCA**	Suggested options include a range of possibilities from improving junctions to creating a completely new dual carriageway.	1	1	2	1	0 / ?	**Additional**	I/ST, I/ID, I/SI			CCC
Girton Interchange to Cambridge mass rapid transit	**CPCA**	Potential mass rapid transit between Girton Interchange and Cambridge, subject to the related Cambridge Growth Company study and preparation of an appropriate business case. This could include a travel hub at Girton Interchange and would improve public transport on the north-west approach to the city, strengthening links to North West Cambridge, West Cambridge and the city centre. By improving interchange and reducing reliance on private car travel on this approach, it could also help manage pressure on the wider road network, including interactions with strategic	2 / ?	3 / ?	2 / ?	2 / ?	2 / ?	**Additional**	I/SI, I/TH, I/ST, I/ID			CCC, Freight/ Coach operators

		freight and HGV and coach movements around Girton Interchange.										
Fen Road Level Crossing study	**Network Rail**	Changes at Fen Road level crossing will be explored with rail and local partners to address severance, safety and reliability issues in the north-east of Cambridge, particularly for walking, wheeling and cycling movements between Abbey, North East Cambridge and surrounding areas. This would help improve local connectivity across the rail corridor in a highly constrained part of the city, while potentially supporting bus access, place and movement objectives.	2	3	1	1	1	**Additional**	I/ST, I/ID, GP/QP			CCC, GCP, CPCA
New settlements												
North												
Waterbeach station relocation	**GCP**	To unlock the delivery of thousands of new homes as part of the Waterbeach New Town development, the GCP is supporting the relocation of Waterbeach Station.	1	2	2	3	1	**Committed**	I/ST, I/TH, I/ID, I/SI, S/WNT			Network Rail, CPCA, CCC

Waterbeach Greenway	**GCP**	A walking and cycling scheme that will link Waterbeach via Milton Village with Cowley Road, and connect to the Chisholm Trail, Milton Road and the St Ives Greenway for onward journeys.	1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/NEC, S/WNT				CCC
St Ives Greenway	**GCP**	Active travel improvements between St Ives and Cambridge.	1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/NEC				CCC
Waterbeach to Cambridge high-quality public transport corridor	**GCP**	The Waterbeach to Cambridge corridor will provide a new high-quality public transport and segregated active travel link between Waterbeach New Town and Cambridge, supported by a travel hub west of the A10 near Waterbeach. This would strengthen sustainable access from the north into Cambridge, improve interchange between longer-distance and local trips, and support the phased growth of Waterbeach and the wider northern corridor while helping to reduce reliance on private car travel.	2	2	2	2	1	**Local Plan**	I/ST, I/TH, I/ID, I/SI, S/NEC, S/WNT				CPCA, Developers
South													
Mass rapid transit extension to Grange Farm	**Developer -led**	An extension of the currently proposed CSET phase two to the Grange Farm site, providing a high-quality fully segregated public transport corridor connection across the A11/A1307 to serve the site, connect with the proposed A11 travel hub, and integrate with the wider south-eastern corridor including a possible stop for direct access to innovation and employment opportunities at Granta Park.	2 / ?	2 / ?	2 / ?	3 / ?	1 / ?	**Local Plan**	I/ST, I/TH, I/ID, I/SI, S/GF				CPCA, CGC, GCP, CCC
See 'The rural southern cluster' for additional interventions relevant to Local Plan Policy S/GF 'Land adjacent to A11 and A1307 at Grange Farm'.													

East												
There are no interventions here as no new settlements are proposed in the east of Greater Cambridge in the Local Plan.												
West												
A428 Black Cat to Caxton Gibbet	**National Highways**	The A428 Black Cat to Caxton Gibbet Road Improvement Scheme will upgrade the A428 between the A1 Black Cat roundabout and A1198 Caxton Gibbet roundabout with a new 10-mile dual carriageway and several junction improvements.	2	2 / ?	2 / ?	1 / ?	-1	**Committed**	I/ST, I/ID				CCC, CPCA
New station at Cambourne	**East West Rail Company**	A new East West Rail station at Cambourne, integrated with mobility hub and interchange facilities, will provide a rail-based gateway for the wider Cambourne/west of Cambridge area and support the Cambourne North site as it grows. It would create a focal point for access and interchange from both the north and the south of Cambourne, linking with local public transport, active travel and onward local access, and helping connect the Cambourne area more effectively with Cambridge and the wider Oxford-Cambridge growth corridor.	2	2	2	3	1 / ?	**Local Plan / Committed**	I/ID, I/TH, I/ST, I/SI, S/CBN				CPCA, CCC, Developers
Cambourne to Cambridge high-quality public transport corridor	**GCP**	A new high-quality public transport and segregated active travel corridor between Cambourne and Cambridge via Bourn Airfield, Hardwick and West Cambridge, supported by a major travel hub at Scotland Farm, Dry Drayton. This would improve the speed, reliability and attractiveness of sustainable travel on the west corridor and support planned western growth while reducing reliance on private car travel for longer-distance trips.	2	2	2	2	1	**Local Plan / Committed**	I/ST, I/TH, I/ID, I/SI, S/NWC, S/CBN				CPCA, CCC, Developers

Mass rapid transit extension to Papworth Everard	**CPCA / GCP / CGC (TBC)**	A segregated public transport corridor extension to Papworth Everard would build on the Cambourne–Cambridge scheme by extending high-quality public transport connectivity further west via Cambourne North. This would improve links between Papworth Everard, Cambourne North and Cambridge, support the transport strategy for the Cambourne North site, and help create a broader west corridor public transport network that offers a more sustainable alternative to car travel.	2 / ?	2 / ?	2 / ?	2 / ?	1 / ?	**Local Plan**	I/SI, I/ID, I/ST, S/CBN				CGC, CPCA, Developers
The rural southern cluster												
Sawston Greenway	**GCP**	Delivery of a walking and cycling scheme that connects the villages of Sawston and Stapleford with the DNA Path and Cambridge Biomedical Campus.	1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/CBC, S/BRC, S/GF				CCC
Linton Greenway	**GCP**	The Greenway will link South Cambridgeshire through the creation of an active travel link between CBC and the village of Linton.	1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/CBC, S/BRC, S/GF				CCC
Francis Crick Avenue improvements	**GCP**	Reconfiguration of Francis Crick Avenue to provide a high-quality, multimodal corridor serving Cambridge South station, including segregated walking and cycling routes, enhanced crossings and legible station access, together with improved interchange with the guided busway and local services; the scheme also safeguards and enables a future Cambridge South East Transport corridor, supporting longer-term high-capacity connectivity to the A11 corridor and wider growth areas.	2	1	2	2	1	**Local Plan / Committed**	I/ST, I/TH, I/ID, I/SI, S/NEC, S/CBC, S/BRC, S/GF				CCC, Network Rail, Developers

Cambridge South East high-quality public transport corridor (including A11/A1307 travel hub)	**GCP**	A phased package of improvements to public transport, active travel and interchange in the south-east corridor, centred on a new segregated public transport route from the A11 corridor via Sawston and Great Shelford to Cambridge Biomedical Campus. This would be supported by a new A11/A1307 travel hub, complementary walking, wheeling and cycling links, and improved first- and last-mile access to key destinations including the Cambridge Biomedical Campus, Babraham Research Campus and Granta Park. Taken together, these measures would improve sustainable access from the south-eastern arc into Cambridge, strengthen interchange and network resilience, and support planned growth and major employment locations along the corridor.	2	2	3	2	1 / ?	**Local Plan**	I/ST, I/TH, I/ID, I/SI, S/NEC, S/CBC, S/BRC, S/GF				CCC, CPCA
Mass rapid transit extension to Hinxton	**CPCA / CGC**	Future extension of the mass rapid transit network towards Hinxton, the Wellcome Genome Campus and Duxford, improving sustainable access to major research, employment and growth locations in the southern corridor and strengthening interchange with rail, travel hubs and surrounding settlements.	2 / ?	2 / ?	3 / ?	2 / ?	1 / ?	**Additional**	I/ST, I/TH, I/ID, I/SI				CCC, Wellcome Genome Campus
Whittlesford Parkway station improvements	**GCP**	Further improvements to walking, cycling, public transport and highway access to and around Whittlesford Parkway railway station, together with increased provision of parking and other station facilities, to strengthen its role as a multi-modal travel	1	2	2	1 / ?	1	**Additional**	I/ST, I/ID, I/TH				Network Rail

		hub serving the southern employment cluster.										
A505 Royston to Granta Park study	**CPCA**	A study of the A505 corridor between Royston and Granta Park, building on the completed Strategic Outline Case and its initial investigation of issues and opportunities. The study would consider a multimodal package of improvements to support the internationally important cluster of science parks and employment sites in the corridor, including better public transport links, active travel measures and safety improvements.	1	1 / ?	2	2 / ?	0 / ?	**Additional**	I/ST, I/ID, I/SI			CCC
Rest of the rural area												
Bottisham Greenway	**GCP**	A 'wheel' of Greenways will connect smaller settlements for local journeys as well as longer distance commutes into the city.	1	1	0 / ?	0	1	**Committed**	I/ST, I/ID, WS/HD			CCC
Swaffham Greenway	**GCP**		1	1	0 / ?	0	1	**Committed**	I/ST, I/ID, WS/HD			
Haslingfield Greenway	**GCP**		1	1	0 / ?	0	1	**Committed**	I/ST, I/ID, WS/HD			
Comberton Greenway	**GCP**		1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/NWC			

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Barton Greenway	**GCP**		1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/NWC					
Melbourn Greenway	**GCP**		1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/CBC					
Fulbourn Greenway	**GCP**		1	1	0 / ?	1 / ?	1	**Local Plan / Committed**	I/ST, I/ID, WS/HD, S/CBC					
Foxton Level Crossing study	**Network Rail**	A study of issues and opportunities at Foxton level crossing to improve safety, reduce delay and support more reliable movement on the southern A10 corridor, while considering opportunities for park-and-rail / travel hub interchange and wider mode shift from settlements south of Cambridge.	1	1	1	1	1	**Additional**	I/ST, I/SI, I/ID, I/TH					CPCA, CCC
Rural mobility hubs	**CCC**	Strengthening connections from rural communities to local services, market towns and key transport interchanges through multimodal travel hubs and locally led transport solutions, including demand responsive transport.	1	2 / ?	0	0 / ?	0 / ?	**Additional**	I/TH, I/ST, I/ID					GCP, CPCA

Other active travel improvements	**CCC**	Supporting measures to enhance walking, wheeling and cycling connections between villages, mobility hubs, nearby services and key transport corridors. Measures will include local links to travel hubs, connections to Greenways and strategic routes, wayfinding and accessibility upgrades, and removal of severance barriers on rural roads.	0	1 / ?	0	0	1	**Additional**	I/ST, I/ID, I/TH, WS/HD		CPCA
Rural safety improvements	**CCC**	Targeted interventions including junction and crossing improvements, visibility enhancements and safer provision for walking, wheeling and cycling in rural areas. This ensures users can access mobility hubs confidently, supporting more inclusive sustainable transport provision while improving overall road safety outcomes.	0	1	0	0	1	**Additional**	I/ST, I/ID, I/TH, WS/HD		CPCA

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Scheme Funding

5.12 Delivery of the Strategy will require a blended funding approach, reflecting the different scales, purposes and delivery models of the interventions identified in this document. Core funding is expected to combine local transport authority allocations (including Integrated Transport Block-type funding and successor arrangements), bus funding and highways maintenance funding, alongside scheme-specific national programmes and local contributions linked to growth. The delivery programme should align each intervention package to the most realistic mix of funding routes and maintain a clear pipeline of investable schemes as opportunities emerge.

5.13 For schemes identified in the strategy that are required to be delivered to enable the development of sites included in the Local Plan that are beyond landowners' control, local public sector partners will work together, long with national government and its delivery bodies, to progress their delivery. This will include drawing on relevant funding sources such as s106, CIL, and national funding opportunities associated with Government's interest in the area.

Active travel, Greenways and local network improvements

5.14 For walking, wheeling and cycling programmes (including Greenways, Local Cycling and Walking Infrastructure Plan schemes, junction safety and first/last-mile links to stations and hubs), the most relevant opportunities are Active Travel England and related multi-year active travel funding, supplemented by local transport authority capital allocations. These sources are well aligned to early delivery priorities on everyday access, inclusive design and corridor-based connectivity.

Bus priority, network improvement and zero-emission transition (including franchising)

5.15 For bus priority and service improvement (including corridor bus priority, interchange upgrades, information/ticketing improvements and demand responsive services), key opportunities include BSIP and successor bus programmes. Future bus funding and delivery will also be shaped by bus reform choices, including the potential use of franchising powers, which affect service specifications, fares, revenue risk and how capital investment can be packaged with revenue support and performance requirements. Fleet decarbonisation and depot/charging upgrades (or new sites) may be supported through targeted national zero-emission bus programmes (such as ZEBRA and successor rounds), aligned with the Strategy's climate and air quality objectives.

Travel hubs, interchange and shared mobility

5.16 For travel hubs, mobility hubs and interchange schemes, funding will typically be assembled from several sources: local transport allocations as a base, bus capital where interchange is central, Active Travel England for high-quality access, and private/landowner or developer delivery and/or contributions where hubs unlock development or serve major trip generators. Partnership delivery models are particularly important for hubs, including clarity on long-term operations and maintenance where hubs sit on private land or are delivered through the development process.

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Rail and strategic corridor interventions

5.17 Rail-related interventions will depend on the rail investment pipeline and partnership funding models, with schemes progressing through Network Rail / Great British Railways processes and relevant enhancement programmes. Where highway and junction schemes are required for resilience, safety, freight efficiency or to unlock sustainable growth, Major Road Network and Large Local Majors-style programmes remain relevant routes, alongside National Highways investment through the Road Investment Strategy (RIS) where interventions interface with the Strategic Road Network. Across all types, local authority capital, developer contributions (including Section 106 and CIL, and direct delivery through planning conditions and Section 278 agreements) and wider partnership funding will remain important, with repayable finance considered where it accelerates delivery and supports longer-term value capture.

Monitoring and Evaluation Plan

5.18 Monitoring and evaluation should be used both to track delivery and to test whether the Strategy is achieving its intended outcomes for connectivity, inclusion, health, the economy and the environment. Reporting should provide an early warning where outputs and outcomes are not as anticipated, so that priorities, phasing and supporting policies can be adjusted over time.

5.19 Monitoring should operate at two levels. **Scheme-level** monitoring and evaluation plans should be prepared as part of business case development (proportionate to scheme scale) and should focus on delivery, implementation quality and early outcomes. **Programme-level** monitoring should use a small set of KPIs aligned to the Strategy's objectives (as set out in the logic map earlier in this report) to understand whether the package is delivering the intended direction of travel.

5.20 Data collection should prioritise established datasets to minimise cost, supplemented by targeted monitoring where needed for major interventions. Examples include **automatic traffic counts at key corridor/cordon points** to track changes in traffic flows and network performance, and **periodic passenger/user surveys** (e.g., perceptions of safety, reliability and value for money) to capture experience and inclusion outcomes that are not visible in operational datasets. Indicators should be stored and maintained in a consistent, well-organised way, with clear data ownership and supporting documentation.

5.21 Reporting should be regular, transparent and linked to governance and future updates. In line with established practice, performance should be summarised through **annual updates** to the relevant governance bodies, supported by a wider monitoring report (e.g., **biennial**) that provides a clear snapshot against the agreed indicators. A more formal **programme-level evaluation** should then be undertaken around **four years after adoption** to test whether outcomes and impacts are being realised and to inform any refresh of the Strategy and delivery programme.

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Steer project/proposal number

25067401

Client contract/project number

N/A

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Distribution

Client: CPCA Steer: Project team

Version control/issue number

		Date
V1.0	Internal working draft	06 May 2026
V1.1	First draft for internal review	21 May 2026
V1.2	Second draft for internal review	22 May 2026
V2.0	First working draft for client review	26 May 2026
V2.1	Second working draft for client review	27 May 2026
V3.0	First draft for Mayoral Team review	02 June 2026
V3.1	First draft for Senior Officer Group review	03 June 2026
V4.0	Final draft for Transport Committee	09 June 2026

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QUALITY SYSTEM CERTIFICATION
DNV·GL
ISO 9001:2015

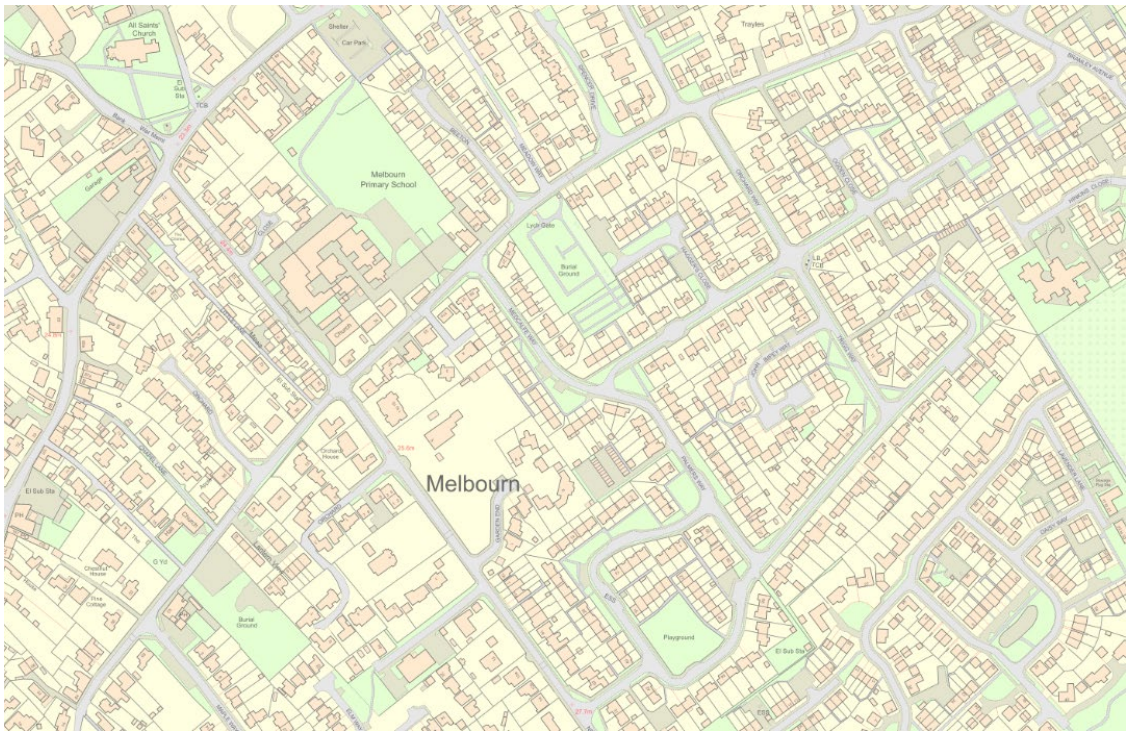
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PC089 2627c) School Street update

17 August 2026

Teams meeting between SS (Active Travel Officer), MP (LHI Project Manager), Cllr Clark, Cllr Campbell and Clerk.



SS introduced the concept of a School Street and listened to concerns from Cllrs. Melbourn Primary School approached CCC about the scheme – CCC carried out the assessment and agreed that the area was suitable for the School Street. It was only after the assessment that the Active Travel team were aware of the current LHI.

SS discussed:

- Volunteers – 5 or 6 volunteers are required for the scheme to start – if, after the scheme has started volunteer numbers drop the school street is still valid legally but no barriers will be in place and only signage will restrict drivers.
- Concern around securing volunteers.
- Running the two schemes together at the same time is seen as a positive move by both parties.
- Comms to start through school communications – September School Fayre. Cllr Clark offered the option of an event at The Hub to show Parish Council support.

MP discussed:

- Option to go ahead with both schemes – risk of spending money that wasn't needed if School Street were to work.
- Implement barrier element of LHI at Orchard Road / Mortlock Street crossing – look at delivering the road chicane after a trial of the school street (18 months).
- Shelve the LHI for a period of time (finds ringfenced and available to use later).
- Design for LHI to be available in the next month (September / October). Then joint consultation could take place.

ACTION:

- Abi to send streets impacted by rat runs to SS. (Attached)
- Parish Council to ensure wider community is consulted at the right time.

PC090 2627c) School Street update

3 September 2026

Email from SS (Active Travel Officer)

Following on from our meeting earlier in the summer, I would like to share with you the attached information we are planning to send out to the local community and ask if you have any alterations before we do. Our intention is to send this out at the end of next week/the start of the week after. We would distribute via school emails and a letter drop to local residents. We would also ask for posters to be displayed locally and would be happy for the Parish Council to share via their communication strategies too.

You did mention that there is an option of a Saturday afternoon at the Melbourn hub. If there are any potential dates for that please do let me know and I can review them against my calendar. If we can fix that up by early next week it can be included in our communications otherwise it will need to be promoted separately.

We will be undertaking some observations on streets during our visits to the area. If there are particular streets of concern do let me know.

- Cllr Clark raised concern over promoting the School Street scheme and not including the LHI as previously discussed.
- Meeting between SS and Cllrs to take place 30 September 2026.
- Cllr Clark to provide update.

Attached:

- Impacted roads map
- CCC engagement letter
- CCC engagement poster

	Melbourn	PARISH ONLINE
	Author: L. Administrator	0 20 40 60 80m
	Date: 11/09/2026	**Scale:** 1:5000 @ A4

Proposed School Street
(Orchard Road – Medcalfe Way)

Clear Crescent, Palmers Way, Medcalfe Way

Clear Crescent, Palmers Way, Medcalfe Way, Orchard Way

Clear Crescent, Fordham Way, Trigg Way, Orchard Way

New Road, Mortlock Street

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New Road



Mortlock Street



Palmers Way



Clear Crescent



Orchard Way



Medcalfe Way



Fordham Way



Clear Crescent



Medcalfe Way



Trigg Way

My ref: [School Streets]
Your ref: [School Streets]
Date: [03/09/2026]
Contact: [redacted]
Telephone: 0345 045 5212
Email: School.Streets@cambridgeshire.gov.uk

Cambridgeshire County Council

Active Travel
Cambridgeshire County Council
PO Box No. ALC2634
New Shire Hall
Emery Crescent
Enterprise Campus
Alconbury Weald
PE28 4YE

Dear Residents, Melbourn Primary School families and local businesses,

To improve the journeys to and from school around Melbourn Primary School we are looking into the use of a School Street on Orchard Road. This would create a temporary pedestrian and cyclist zone on the road for a short period at the start of the school day. The School Street would potentially operate between the junctions with New Road and Medcalfe Way.

A small amount of vehicle traffic, such as residents from inside the restriction, will have exemptions but most motor vehicles will need to find an alternative route or make their journeys at an alternative time.

The school street zone could operate from 8:20am to 8:50am and 3:20pm to 3:50pm on school days. A temporary barrier will be placed in the road by a volunteer marshal to help with the restriction and allow access to any exempted vehicle.

We are pleased to invite you to an information drop-in session regarding our proposed School Streets for Melbourn Primary School. These sessions will provide an opportunity for you to ask questions and share your views.

Date: Friday, 18th September
Time: 5pm to 7pm
Location: Melbourn Primary School Fair

Date: Tuesday, 22nd September
Time: 8am to 10am
Location: Melbourn Primary School, Orchard Rd entrance

Date: Wednesday, 30th September

Time: 3pm to 5pm
Location: Melbourn Primary School, Orchard Rd entrance

We appreciate the timing may not suit everyone, so additional questions and comments can be sent to School.Streets@cambridgeshire.gov.uk.

Further information about this and other school streets can be found on our website https://www.cambridgeshire.gov.uk/school-streets

Following the engagement sessions, we will then consider feedback and look to create an Experimental Traffic Order (ETRO). An ETRO is like a Permanent Traffic Regulation Order - it is a legal document which imposes traffic and parking restrictions. We use ETROs to see if a scheme will work in practice.

An ETRO can stay in force for up to a maximum of 18 months while the effects are monitored and assessed. We welcome feedback throughout the process, however, formal objections to the order must be made in the first six months of it coming into force.

If changes to an ETRO are made, six months are allowed for objection from the date those changes came into operation. A decision on whether the changes introduced as part of the ETRO will be removed or made permanent must be made within 18 months of an order coming into force.

There is opportunity for anyone to feedback comments. The decision to make a scheme permanent will follow our formal decision-making process.

Your input is valuable to us, and we look forward to your participation.

Yours faithfully,

[redacted]
School Streets Team
Cambridgeshire County Council

Creating a healthier and greener school commute

A school street for…

Melbourn Primary School

What is happening?

Melbourn Primary is considering trialing a School Street on Orchard Road. This road could become **a pedestrian and cycle zone for a short period** at the start and end of the school day.

We are running an engagement process to hear what families, residents and other users of the road think.

Why are we doing this?

Reducing motor traffic creates a healthier and safer environment around the school entrance. It encourages active journeys from a young age. Walking to school helps children connect to their local area and gives them the skills to travel independently to school by the end of primary school.

Where can I find out more?

Further information can be found on Cambridgeshire County Council website at **www.cambridgeshire.gov.uk\school-streets**

We will be hosting drop-in information sessions at the school at the times shown below where you can ask questions and have your voice heard.

Alternatively, you can share your thoughts by email: school.streets@cambridgeshire.gov.uk

How will it work?

Volunteer marshals will place movable barriers at the ends of the School Street zone. They will enable cycles and pedestrians to flow through and can be moved aside for any exempted vehicles to pass. Barriers will be supervised by trained volunteers throughout the time of operation.

Come to an information session:

Friday 18th September	5-7 pm	Melbourn school fair
Tuesday 22nd September	8-10 am	Melbourn Primary, Orchard Rd entrance
Wednesday 30th September	3-5 pm	Melbourn Primary, Orchard Rd entrance



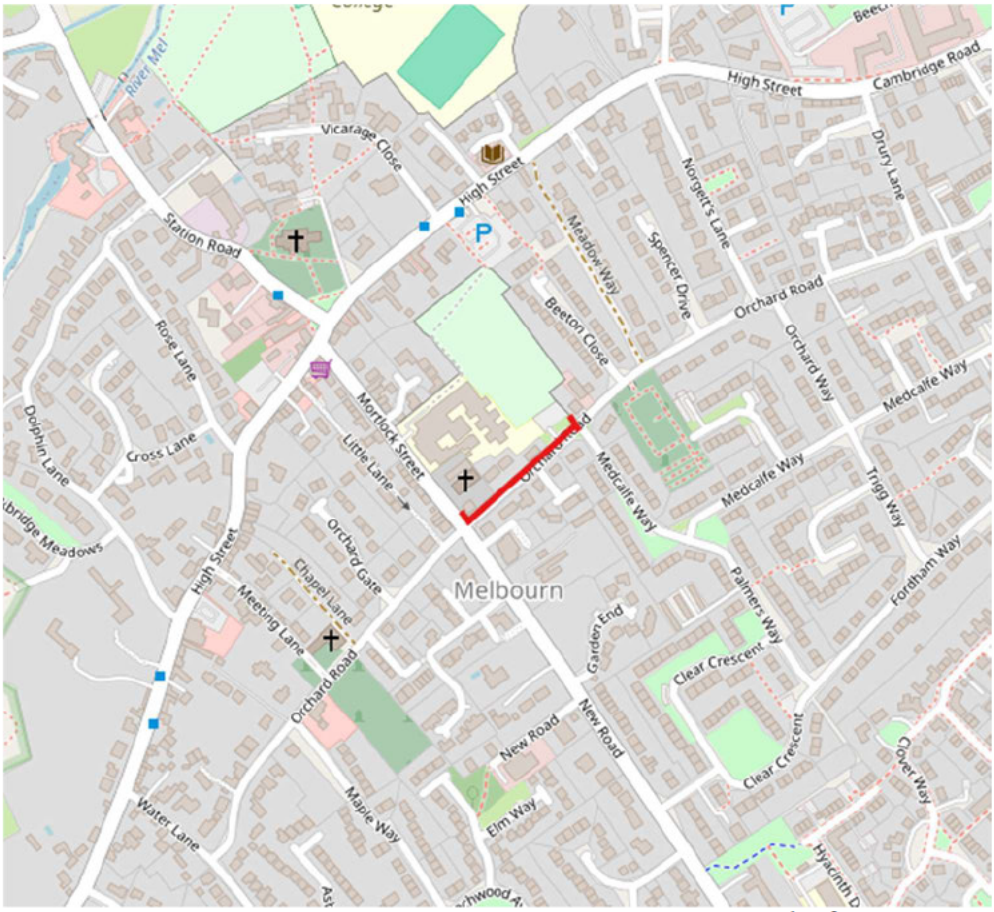
Cambridgeshire County Council

cambridgeshire.gov.uk/school-streets

Melbourn Primary School Street

We would like to trial a School Street on Orchard Road. This would create a **pedestrian and cycle zone on the road for a short period** at the start and end of the school day. If you are driving to school, we ask you to find a space to park a short walk away. Get in touch to share your thoughts on how this scheme will work.

Following on from the engagement there will be further communication before any scheme is implemented.



Map data from OpenStreetMap

Residents from within the school street will still have access to drive carefully to and from their homes. A small number of other exemptions will be permitted for essential access.

Temporary barriers will be put in place to enforce the restriction. These will have volunteer marshals present to allow access to those with exemptions. All barriers will be removed when the School Street is not in operation. Can you help by volunteering? Contact the school office if you can support for one session a week.

Melbourn Primary School Street

Mornings 8.20am to 8.50am

Afternoons 3.20 to 3.50pm

Further information can be found on Cambridgeshire County Council website at **www.cambridgeshire.gov.uk\school-streets**

Share your feedback by email: school.streets@cambridgeshire.gov.uk

PC089/2627d) New Road – weight restriction

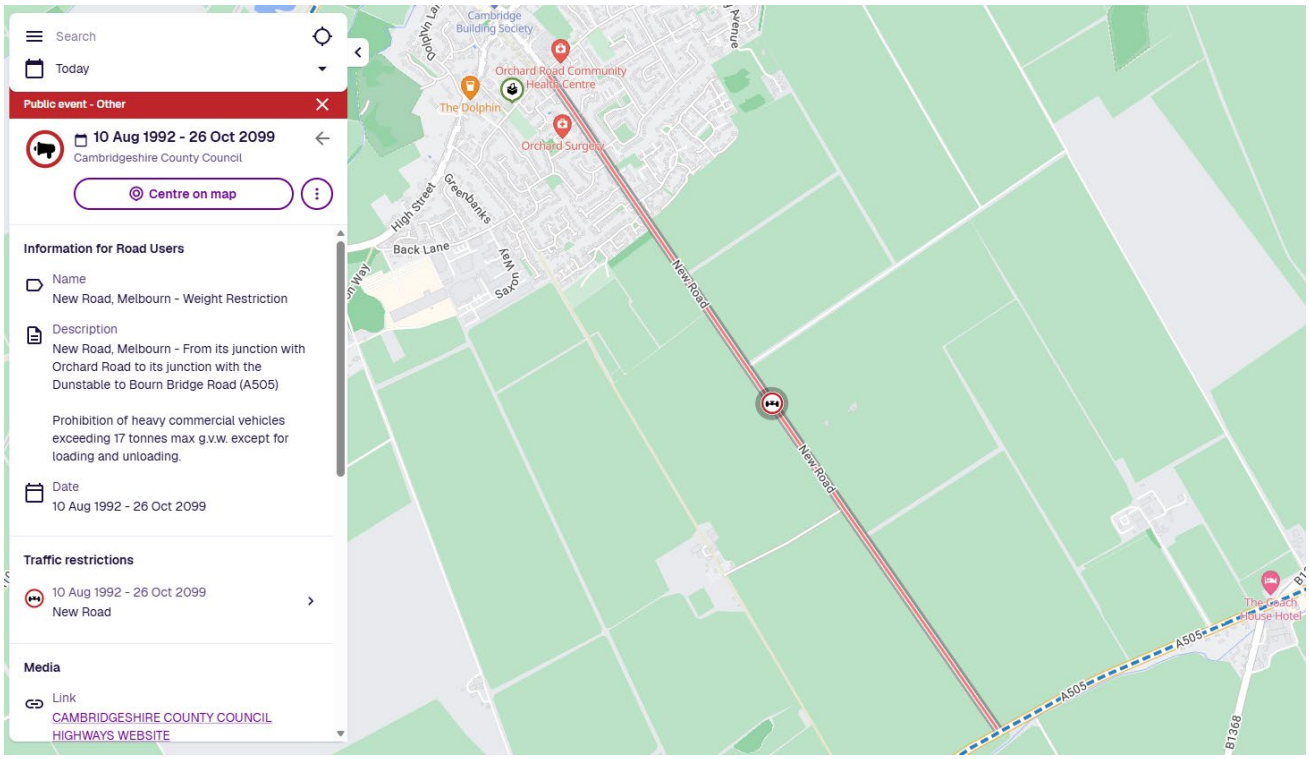
Background

Long running action to reinstate the 17.5 tonne weight restriction sign off the A505 to restrict traffic entering the village.

The sign is confirmed as ordered and should be installed.

Request from resident for the Parish Council to consider supporting a reduction in the weight limit.

Involvement from District & County Cllrs directing resident to Parish Council.



Consideration to support the reduction, possibly to 7.5 tonne due to increased population (from new housing estates) and the proximity of the Primary School on the route involved.

Possible actions

Write to Cambridge County Council Highways team citing section 122 of the Road Traffic Regulation Act 1984 and request the appropriate traffic regulation order.

UK local highways authorities have a legal duty to regulate traffic to preserve local amenities. They can introduce a 7.5-tonne environmental limit to address the following issues:

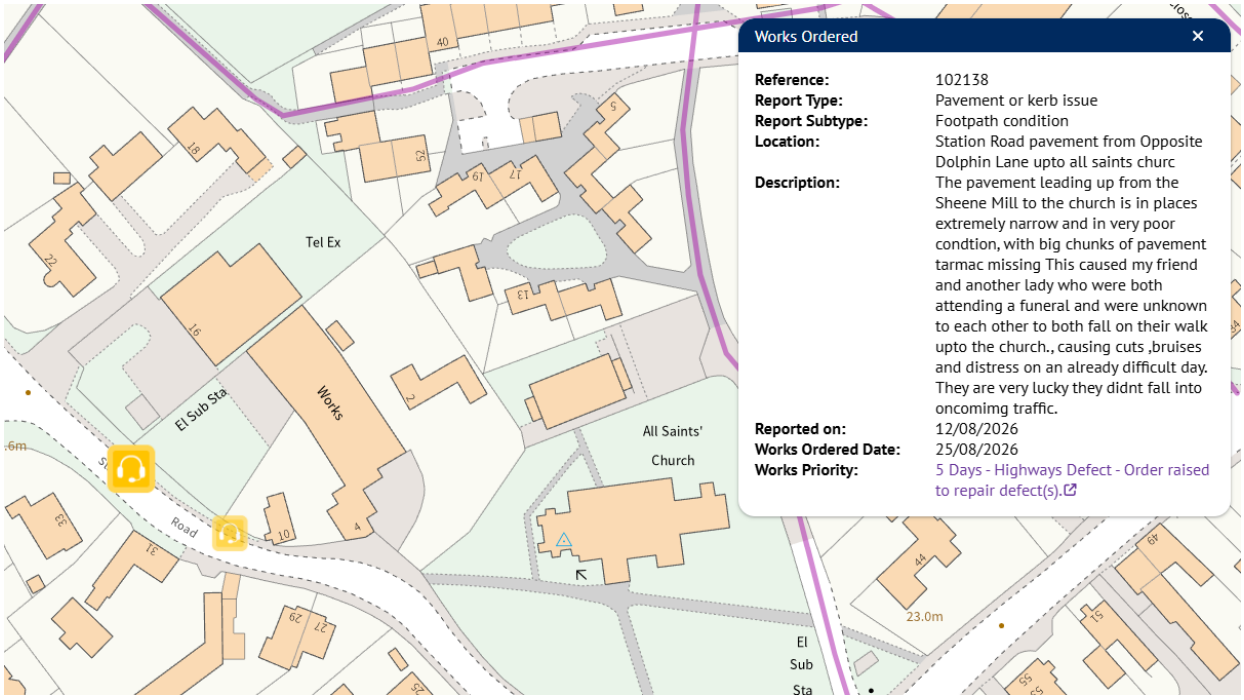
- **Preventing "Rat-Running" / Shortcuts:** Stopping heavy freight from treating minor village roads as quick shortcuts between main arterial "A" roads.
- **Protecting Quality of Life:** Reducing excessive noise, air pollution, and ground vibrations in historic or residential areas.
- **Improving Vulnerable Road User Safety:** Protecting pedestrians, school children, and cyclists on tight village footpaths.
- **Avoiding Minor Cosmetic Damage:** Preventing large vehicles from mounting pavements, cracking kerbs, or damaging street furniture.

PC089 2627e) Unsafe paths / roadways

Background

To note recent reports of unsafe pavements and roadways, some involving falls.

Station Road





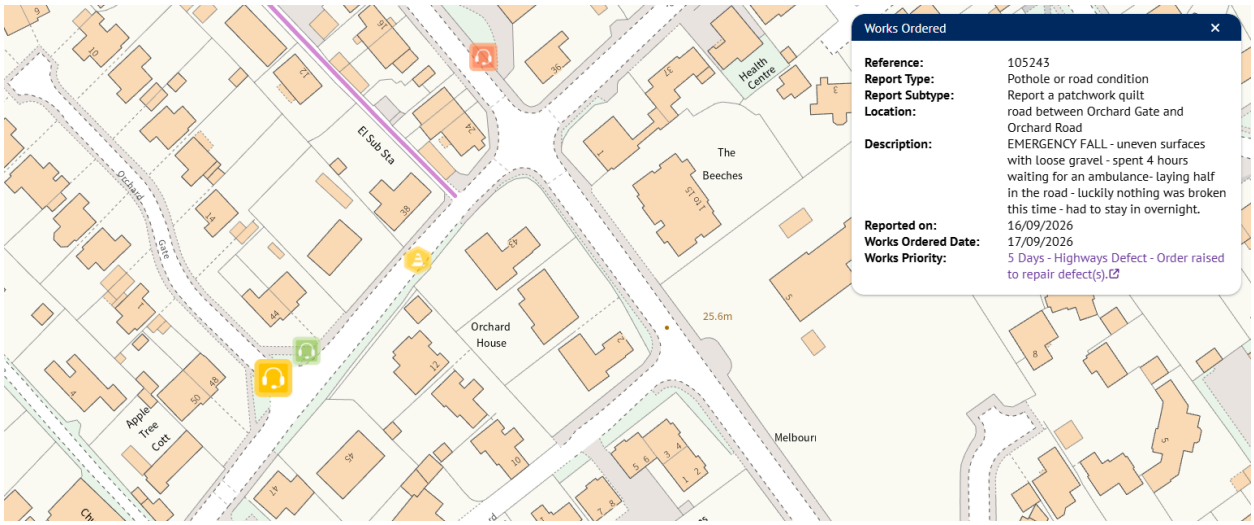


Resident reached out for help in reporting a fall on the pavement at Station Road. Multiple reports on Highways reporting tool.

- Marked for 5 day highway defect 25/08/26.

PC090 2627e) Unsafe paths / roadways

Orchard Gate



Resident reached out for support in reporting a serious fall at Orchard Gate.

County Cllr Bostanci cc'd in for assistance.

- Within the day the defect had been raised as a 5 day highway defect.

PC090 2627e) Unsafe paths / roadways

Back Lane



Email from resident (also shared with County Cllr Bostanci)

Back Lane is a dangerous dreadful surface with accidents waiting to happen. Whilst walking, cycling, or driving it invites- sprained ankles and falls, shaking and unseating the cyclist, or rattling a car with risk of tyre damage or swerving. It needs complete resurfacing along its whole length.

Google street view (2008, 2011) shows how it used to then and how it should be now!

The road is used by HGVs and multiple vehicles from industrial sites on Back Lane, Emergency vehicles from the Melbourn Ambulance Station, vehicles traveling from homes en route to and from Royston, cyclists on the same route, and pedestrians who have no footpath. A dangerous combination.

I use it regularly when going in the Royston direction. I am particularly concerned for my personal safety when I cycle along it and similarly concerned for the safety of my car when I drive.

I would be pleased if you record my views expressed above.

- Multiple issues marked for action on reporting tool. County Cllr responded to resident.

From: [redacted]
To: Abi Williams
Subject: Permission for Poppies
Date: 14 August 2026 13:01:24

Dear Abi

I hope this finds you well.
We would like to request permission to install the poppies on the village sign. Weather permitting it will be approx 2 weeks before,the 25th October to the 15th November.

I look forward to hearing from you
Regards

[redacted]
Melbourn WI

PC089 2627g) Fete – charged parking

Melbourn Fete – proposed date 12 June 2027

Proposal

Request from fete committee to allow them to charge for parking on the Old Rec.

Proposed £2/car (subject to change)

Reasons:

- It might cut out some cars that don't need to be there
- Encourage more people to walk if they are able
- Reduce traffic down The Moor
- Allow some revenue that scales with increasing attendance levels.

Considerations for Council:

- Alternative arrangements if weather means less of the old rec can be used for parking.
- Require Public Liability Insurance (£10m) that covers the parking operation as part of the event.
- Adequate risk assessment covering vehicle movements, pedestrians, signage, marshals, access for emergency vehicles, ground conditions, etc.
- Ensure volunteers marshalling the car park are covered (insurance).
- Adequate traffic management of surrounding road parking.

PC089 2627h) Gold Arthur

July / August / September 2026

Background

A company called Gold Arthur (https://goldarthur.co.uk/) have been visiting the village car park on numerous occasions.

Extract from email to licensing 12 August

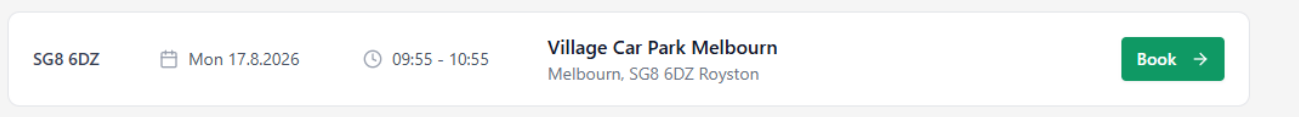
> *Good morning*
>
> *We have a chap in a van turning up and setting up on a public car park from Gold Arthur (https://www.facebook.com/share/1EaAqqfQ5W/?mibextid=wwXIfr).*
>
> *Would they need a license to trade? If so, do they have one?*

Response 13 August

> *The information you have provided does not match any current licenced Street Traders. If the location is accessible to the public from a public street they may require a Street Trading licence although this can depend upon how often and for how long they trade or if the land is owned/operated by a public authority etc.*
>
> *Do you have any information on when and for how long they are trading from this location? And the address of the location they are trading from?*

Response to licensing 14 August

> *The Melbourn Village car park – provided by Melbourn Parish Council is leased from South Cambridgeshire District Council.*
>
> *The van seems to turn up randomly and looks to trade for about an hour. The only warning we get is a post on facebook.*
>
> *They are due here at 9.55 next Monday (24th).*



https://goldarthur.co.uk/?fbclid=IwY2xjawTrrR5wZG9mAWV4dG4DYWVtAjEwAGJyaWQRMG1rYkFSWHdub2RMZ1FHMVlzcnRjBmFwcF9pZBAyMjIwMzkxNzg4MjAwODkyAAEekLIW9C8Uxhu9RjAYW2nK7aLGCliXU6dvpwgBX-Q6qV7-XA3kxEtD9gLcQgg_aem_YXNqLz-TLahMfnCKHzb9Rw

Location of the car park is: ///multiples.info.record

Response 20 August

> *Thank you for your email and apologies for the delayed response, as the Car Park where the van is trading is Local Authority land and in control of the Parish Council it is out of scope of our Street Trading Policy, therefore a Street Trading Consent Licence is not required.*
>
> *However it is your decision as the Parish Council whether or not anyone can trade from your car park. If you have not given them permission to trade from that location you can inform them that permission from the Parish Council is required before they trade there again.*

Consideration

Council to consider what action, if any, to take.

PC089 2627i) Double Yellow Lining requests

Background

A number of roads in the village would benefit from double yellow lining to the corners to aid sight lines and discourage inconsiderate parking.

Meeting Lane

Complaints received about vehicles parking too close to the corners of the junction and impeding safe exit on to the High Street.





Report raised through Highways with the following result (awaiting action).

Hello Abi Williams,

Thank you for taking the time to contact us about **Signs, road markings and street furniture / Lines / markings need re-painting** at **MELBOURN FOOTPATH 17**.

Your report details:

Reference:	101533
Date reported:	04/08/2026
Fault type:	Signs, road markings and street furniture / Lines / markings need re-painting
Address:	MELBOURN FOOTPATH 17, MELBOURN, CAMBRIDGESHIRE
Location:	Junction of Meeting Lane and High Street, Melbourn.
Description of fault:	Request for double yellow lines at the entrance to Meeting Lane from High Street stating The Highway Code Rule 243' (UK Highway Code explicitly states drivers must not park within 10 metres of a junction). This is not abided by and vehicles leaving the lane have to egress on to the High Street without clear sight lines.

Thank you for your report. Following inspection, the defect has been assessed as a Category 1A defect. A repair order has been raised and will be completed within our 5-day response timeframe.

Thank you for bringing this to our attention, we appreciate your support in helping keep Cambridgeshire's network safe, accessible, and operating to a high standard.

PC089 2627i) Double Yellow Lining requests

Orchard Gate

Excessive parking on pavement and road making it hard to exit onto Orchard Road. Safety concerns due to major school route.

Reported as above but no action at this time.





Consideration

Are there other routes around the village that should be looked at in this way?

Is lining a possible Local Highways Improvement project or should it be up to Highways to complete?

Could our County Councillor help with action?

Any other ideas?

Melbourn Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2026

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

		Notes
1.	The audit of accounts for **Melbourn Parish Council** for the year ended 31 March 2026 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. **This must include publication on the smaller authority's website.** The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
Ξ	The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of **Melbourn Parish Council** on application to:	
ы	ÂŔ ì ŔüüŔċ ů ŧЯÂċIŔŧőg9üIJIť ~IJüÂŸƨIŰÂċIŔŧőg9ŸƨŰĦŔüЯ~IJüÂŸƨIŰg9Ÿ ů ůƨŰŔq!cƨÂЯ OMcŕŊőÉqIIJIJqЯ~IJüÂŸƨIŰЯÉ] Y Σ ? ü Ǵċ IŔŧőĦüIJIť ọ ů IJüÂŸƨIŰǴċIŔŧőĦŸƨŰĦŔüŊŸ2ƨť MNTΣOΞΣOOMOыIJ‡qOь	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
ыÂь	~ŸŰǏċ!ЯÑƨIJŧǏċ!Я ì IJǏŰIJŧǏċ!ĈΞ[IŔǏċ!pNMċ ů pOǴ ů	(b) Insert the hours during which inspection rights may be exercised
O	Copies will be provided to any local government elector of the area on payment of £MOM (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d)	ÉőIJüüIJ!9Ÿƨü ů ċŰЯÅ[§Я~IJüÂŸƨIŰ ÂċIŔŧő9ŸƨŰĦŔü	(d) Insert the name and position of person placing the notice
Date of announcement: (e)	[IŔǏċ!ΞΠÉIJǴqIJ ů ÂIJIΞMΞΣ	(e) Insert the date of placing of the notice

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Melbourn Parish Council

ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✔		*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✔		*made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✔		*has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✔		*during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✔		*considered and documented the financial and other risks it faces and dealt with them properly.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✔		*arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. We took appropriate action on all matters raised in reports from internal and external audit.	✔		*responded to matters brought to its attention by internal and external audit.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✔		*disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A — *has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.*
			✔
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✔		*has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.*

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

24/06/2026

ENTER DATE

and recorded as minute reference:

PC038/26279)

ENTER MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

A Williams

SIGNATURE REQUIRED

https://melbournparishcouncil.gov.uk

ENTER WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2025/26 for

Melbourn Parish Council

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures **must** agree to underlying financial records.*
1. Balances brought forward	566,123	630,316	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value **must** agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	329,524	350,217	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	182,498	130,296	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	109,985	133,635	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	49,842	66,319	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	288,003	247,365	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	630,316	663,510	*Total balances and reserves at the end of the year. **must** equal (1+2+3) - (4+5+6).*
8. Total value of cash and short term investments	630,420	655,055	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	2,537,905	2,543,379	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	757,391	738,997	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?		✔	*For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.*

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE REQUIRED

Scaumon

Date 24/06/2026

I confirm that these Accounting Statements were approved by this authority on this date:

24/06/2026

as recorded in minute reference:

PC038/26276)

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Melbourn Parish Council – CA0179**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR was not accurately completed before submission for review. The smaller authority has confirmed that the response to Section 2, Box 11 is incorrect and should be 'yes'.

Section 1, Assertion 1 has been incorrectly completed, information has come to our attention from the internal auditor that the budget was not approved by the smaller authority before setting the precept.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature  Date 21/09/2026

External Audit, September 2026 – Clerks actions

Except for matters

- **The AGAR was not accurately completed before submission for review. The smaller authority has confirmed that the response to Section 2, Box 11 is incorrect and should be 'yes'.**

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?		✔	*For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.*

A change in wording of this question meant that previous response of n/a was recorded as a No on the AGAR and should have been a yes. PKF Littlejohn accepted that a Yes should have been marked.

Extract from SLCC forum: Because ticking "Yes" to state you are not something feels counterintuitive, a massive number of clerks left Box 11 completely blank or recorded a No.

ACTION: Wording is set to change again for 2026/27 – ensure guidelines are double checked!

- **Section 1, Assertion 1 has been incorrectly completed, information has come to our attention from the internal auditor that the budget was not approved by the smaller authority before setting the precept.**

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✔		*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*

Extract from internal auditors report:

D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	We have checked that the Council has considered its income and expenditure requirements to formally adopt an appropriate budget. That the Council has reviewed performance against the budget throughout the year, has established Earmarked Reserves which are reviewed annually during the budgetary process. That the precept request is submitted to the relevant authority on time and matches the receipt in the accounts.	The Council has a budget for 25/26. This was drafted by the Finance and Good Governance Committee and agreed that it would be recommended to full council for adoption. Whilst Full Council discussed the budget to form the Precept request, it did not formally approve the budget, only the Precept. Ensure that going forward both the Precept setting and budget are approved by full council and that the minute shows this clearly.	None **Council response:**

ACTION: Note has been made to ensure that the budget and precept are considered and approved under separate agenda items. Likely to be highlighted again on 26/27 audit – a note will be added to the AGAR 26/27 if appropriate.

Extract from Jan 26 Minutes:

b) To consider setting the precept for the financial year 2026/27 at £367,776 (2025/26 £350,217) as recommended by the Finance & Good Governance Committee (FG039/2526b).
It was RESOLVED to approve the precept for financial year 2026/27 *based on the approved budget as discussed* recommended by Finance & Good Governance Committee with an increase of 5.01% to £367,776 (estimated monthly increase of £0.50 per month per band D household, approx. 3.2% increase on previous year).
Proposed by Cllr Cowley, seconded by Cllr Kilmurray. All in favour.
It is noted that going forward explicit approval of the budget AND the precept will be on the agenda and minuted separately – as the precept setting decision is based on approval of the budget this has previously been a combined item.

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

Abi Williams, Clerk
Alex Coxall, Deputy Clerk
parishclerk@melbournparishcouncil.gov.uk
01763 263303, ext 3
melbournparishcouncil.gov.uk

Helen Oliver
[redacted]

4 August 2026

Dear Ms Oliver

I have been forwarded your details as a potential new Trustee of Trigg's Chairty.

I am writing to invite you to join the board of trustees for Trigg's Chairty as a nominated Trustee of Melbourn Parish Council.

We greatly admire your interest in supporting the charity and believe you would make a wonderful addition to the team.

Trigg's Charity (Registered Charity No. 311339) provides educational financial assistance and resources to benefit young people, local schools, and educational projects. Its core mandate and governing objectives focus on specific regional and developmental goals.

Trigg's Charity meet two times a year, usually for around half an hour.

Please let us know if you are open to holding this position as a nominated Trustee and I will confirm this arrangement through Council and the current Trigg's Charity Trustees.

With kind regards

Abi Williams, on behalf of Melbourn Parish Council
Parish Clerk

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ.

11/8/26.

Helen Oliver
[redacted]

Dear Abi Williams

I am writing to let you know, I would like to accept the appointment as a Trustee of the Trigg's charity No 311339.

looking forward to meeting and working with the team of Trustee.

With kind regards

Helen Oliver

[redacted]

responded 12/8/26.

Cambridgeshire County Council

Cambridge Road, Shepreth and Cambridge Road, Melbourn

(Temporary 40mph Speed Limit)

Order 2026-21763

NOTICE is given that Cambridgeshire County Council intends to make an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to impose a 40mph speed limit along Cambridge Road, Shepreth and Cambridge Road, Melbourn as lies between Wrights Mower Centre and Fowlmere Road.

The Order will be effective, for safety purposes, when signs are in place indicating the speed limit along the whole or any part of the above mentioned length of road whilst works are in progress or temporarily suspended.

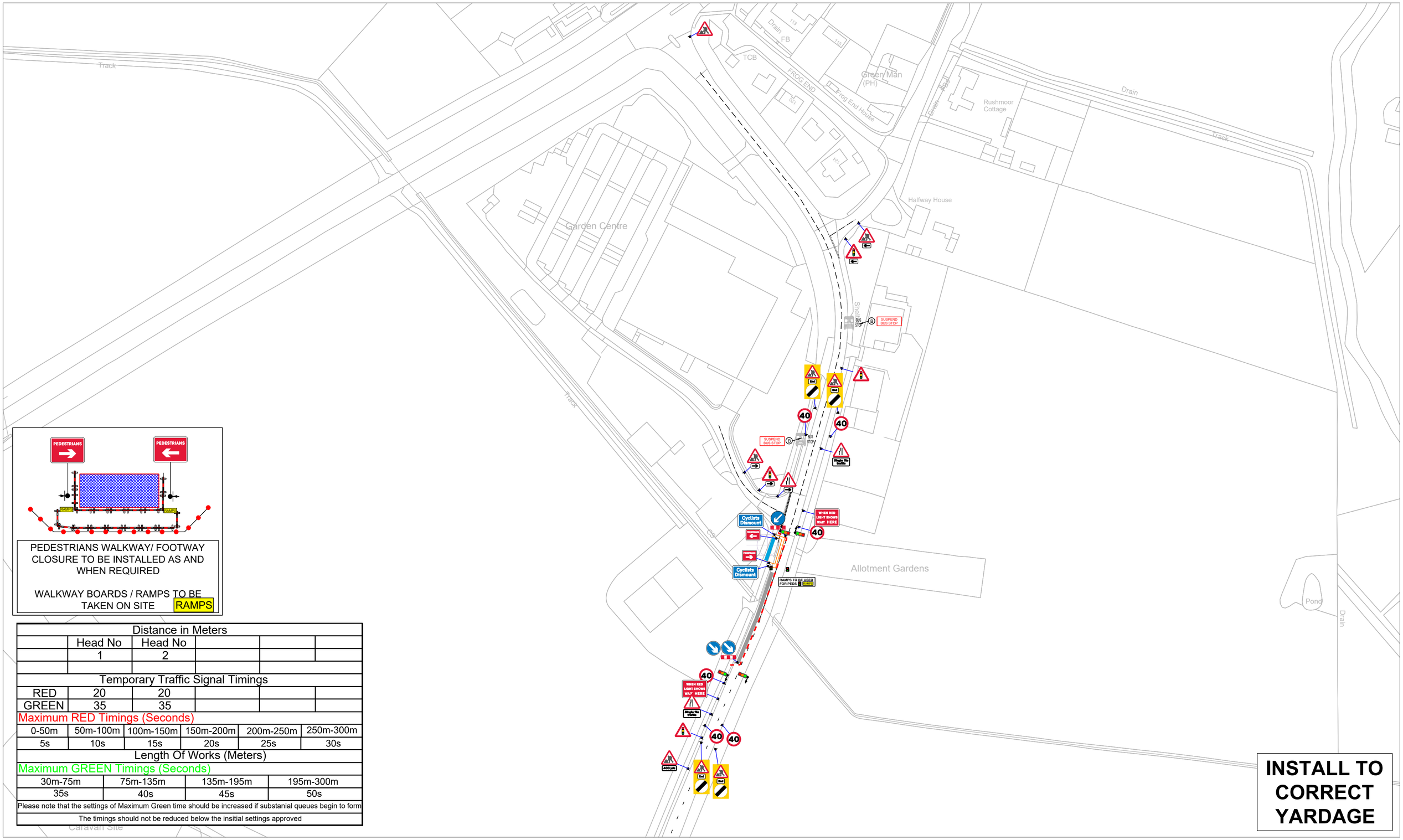
The proposed Order is necessary to facilitate telecommunications pole replacement and associated works which are being carried out on or near this highway.

It is anticipated that these works will take place between 9 November and 10 November 2026, when the restriction is expected to be in operation.

The Order will remain in force for a maximum period of 18 months from the date it comes into effect to permit the works and any associated contingencies including delays or phased delivery of the works.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

Graeme Kane, Executive Director, Place and Sustainability, New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE



PEDESTRIANS WALKWAY/ FOOTWAY CLOSURE TO BE INSTALLED AS AND WHEN REQUIRED

WALKWAY BOARDS / RAMPS TO BE TAKEN ON SITE RAMPS

Distance in Meters					
	Head No 1	Head No 2			
Temporary Traffic Signal Timings					
RED	20	20			
GREEN	35	35			

Maximum RED Timings (Seconds)					
0-50m	50m-100m	100m-150m	150m-200m	200m-250m	250m-300m
5s	10s	15s	20s	25s	30s

Length Of Works (Meters)			
Maximum GREEN Timings (Seconds)			
30m-75m	75m-135m	135m-195m	195m-300m
35s	40s	45s	50s

Please note that the settings of Maximum Green time should be increased if substanial queues begin to form

The timings should not be reduced below the insitial settings approved

Minimum **Sideways** safety zone **1.2M** Min (S)

Minimum **longways** safety zone **60M** Min (L)

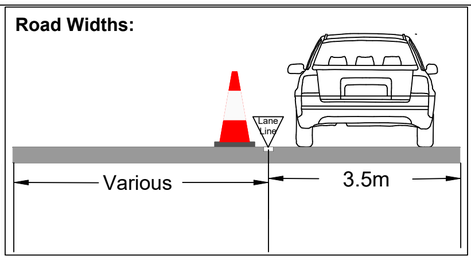
FREE PARKING WILL REQUIRE N.P.C BEFORE WORKS START AS AND WHEN REQUIRED

MAINTAIN RESIDENTS ACCESS AS REQUIRED AT ALL TIMES

Working Space	No Parking Cones
Safety Zone	Traffic Cones
Pedestrian walkway	Client Work Area
Terraplas	Pedestrian Barriers

RAMPS TO BE USED FOR PEDS AS REQUIRED RAMPS

Road Widths:



NOTES:
1. All signs and cones to be in accordance with Chapter 8 **new roads and street works a code of practice (Red book)**
2.Works access and egress are indicative, exactlocations to be agreed on site.
3.Safety zones are to be installed as required as shown by the **SAFETY ZONE DIMENSIONS** BELOW
4. All signs to be located so as not to obscure signs or objects and should be ballasted near to ground level using sand filled hesslan bags or sign straps.
5. All sign positions are indicative only and must be accurately positioned on site with good visibility and be clear of and obstructions or vegetation at all times.
6. Drawing not to scale
7. All Bus stop and parking bay suspensions to be determined by TM company and council liaison.

INSTALL TO CORRECT YARDAGE

PH 01 TTL

RTM-DWG-6198 RTM 1354353
Cambridge Road Frog End Shepreth South Cambridgeshire and Peterborough SG8 6RB,
52.0979196,0.0359481

Traffic Management: -

TRAFFIC LIGHTS

Date Drawn:	29/07/2026
Drawn By:	A.W

RTM Road Traffic Management

Cambridgeshire County Council

Various Roads, South

(Temporary Prohibition Of Through Traffic)

Order 2026-21884

NOTICE is given that Cambridgeshire County Council intends to make an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991 the effect of which is to stop any vehicle from proceeding along various roads, as set out in Schedule 1 below.

Nothing in this Order shall prevent access and egress from premises or land adjacent to the highway mentioned in Schedule 1.

The proposed Order is necessary to facilitate carriageway surface treatment and associated works which are being carried out on or near this highway.

The proposed Order will come into operation on 1 November 2026 and will remain in force for a maximum period of 18 months from the date it comes into effect to permit the works and any associated contingencies including delays or phased delivery of the works.

It is anticipated that this order will apply to the locations, at various times during the dates specified in the Schedule.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

Graeme Kane, Executive Director, Place and Sustainability, New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE

Schedule 1 – Road Closures

Anticipated dates for works between **(varying dates)**	**Road(s)**	**Diversion**
1 November 2026 and 30 April 2028	Chapmans Close; Portway; The Lawns; Lawn Close; The Moor; Water Lane, Melbourn	No Diversion.
1 November 2026 and 30 April 2028	Church End, Arrington	No Diversion.
1 November 2026 and 30 April 2028	Lotfield Street, Orwell	Town Green Road; C268 High Street; Stock Lane and vice versa.
1 November 2026 and 30 April 2028	A1198 Old North Road, Whaddon	A1198; A603; A1134; A1309; A10; A505; A1198 and vice versa.
1 November 2026 and 30 April 2028	Station Road, Odsey	Station Road, Steeple Morden; Ashwell Road; Ashwell Road, Guilden Morden; Ashwell Road, Ashwell; Station Road; Station Road, Steeple Morden and vice versa.

Abi Williams

From: [redacted]@cambridgeshire.gov.uk>
Sent: 19 August 2026 11:26
To: [redacted]
Cc: [redacted]
Subject: Fowlmere and Melbourn Active Travel Survey
Attachments: QuietLanesProcess (1).pdf

Dear Abi and Cllr Clark,

Hope you're well.

Now we have had a chance to convene and discuss timelines as a team, we wanted to elaborate further on the email sent on 22 July detailing the results of the survey, and our proposal to designate Fowlmere Road / Mill Road as a Quiet Lane.

The results of the survey demonstrated a desire from residents to actively travel along Fowlmere Road / Mill Road if active travel conditions were improved, with 66% stating they would cycle more and 51% stating they would walk more. It also demonstrated that there was a desire from residents to introduce active travel infrastructure with support from 90% of respondents. Additionally, we have had the support of county councillors to progress with our proposal.

We are therefore starting the legal designation process as per the attached document. As part of this process, there will be at least one public meeting held where we will present our proposed designs for the road to local residents. We will discuss the best location and date to hold the meeting(s) with yourselves and ensure there's plenty of notice for residents to make sure they're able to attend. There will also be opportunities for yourselves to comment and shape the design before it's presented to the public.

Just to manage expectations a little, our policy and regulation team (responsible for progressing legal designations) are backed up with other work. Additionally, some of our colleagues (including myself) are undergoing some training to support with delivering design work, which is taking place in mid-September. So, we don't anticipate having any designs ready until Autumn and as per my previous email, delivery of the scheme wouldn't be until next financial year. There will be plenty of time to get the designs into a place where hopefully, everyone is happy.

I understand that other concerns have been raised through Cllr Bostanci. Hopefully these have been adequately addressed, but if not, please do let me know.

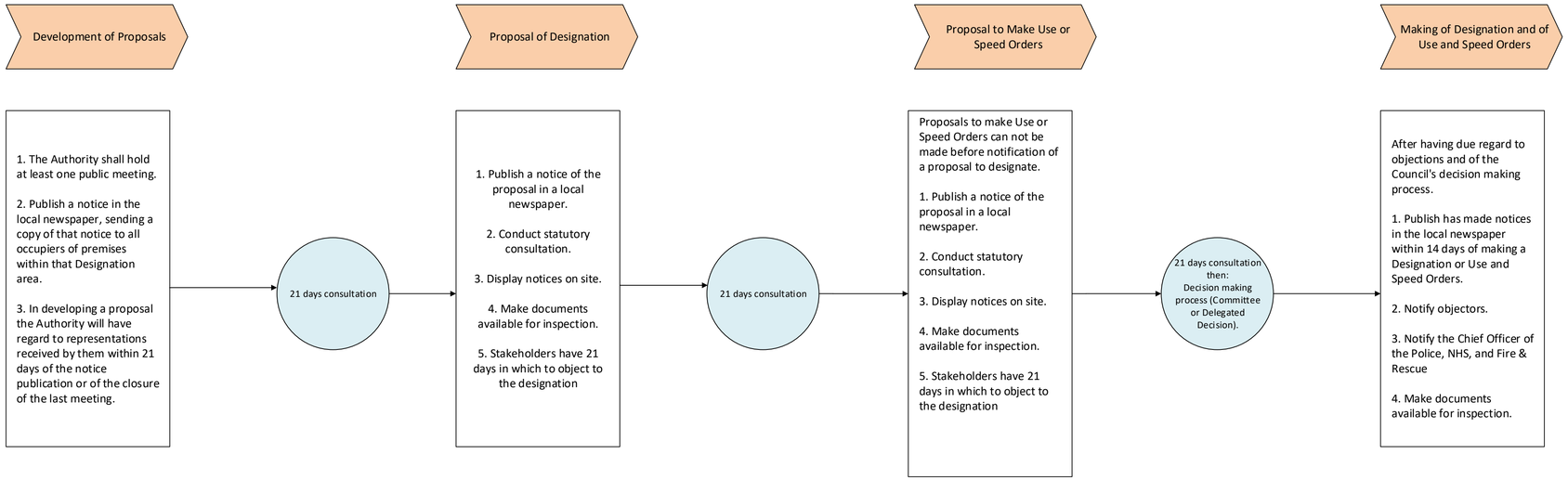
Kind regards,

[redacted]

[redacted] **Active Travel Officer**
Cambridgeshire County Council | Facebook | X
New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE

Pronouns: He/Him why have I put this here?

The information in this email could be confidential and legally privileged. It is intended solely for the addressee and they will decide who to share this email with (if appropriate). If you receive this email



Statutory Consultees

1. Any adjoining Highway Authority where traffic may be affected as a result of any Designation, Use or Speed Order
2. Where a public passenger transport service may be affected - The Passenger Transport Authority
3. Where the road is situated in Greater London - GLA & TFL
4. The local Planning Authority, the Parish Council, the Chief Officer of the NHS, the Fire & Rescue Authority, the Chief Officer of the Police, any premises which adjoin the designation area, the Road Haulage Association, the Head Teacher of any school in the Designation or adjoining, the Freight Transport Association, any other such persons or organisations likely to be affected by the Designation.

Previous correspondence and report

Abi Williams

From: [redacted]@cambridgeshire.gov.uk>
Sent: 22 July 2026 14:46
To: Abi Williams; Cllr Clark
Cc: [redacted]
Subject: Fowlmere & Melbourn Active Travel Survey
Attachments: Fowlmere and Melbourn AT Survey Report.pdf

Dear Abi and Cllr Clark,

Hope you're well.

Thanks again for all the support you've given so far with the survey. We have now processed and analysed the results, with headline statistics and our proposals for next steps below. If you would like to read the report, it's been attached to this email.

Fowlmere & Melbourn (Fowlmere Road / Mill Road)

Headline results:

- 66% of respondents would cycle more along the route if measures were introduced to improve active travel conditions
- 51% of respondents would walk more along the route if measures were introduced to improve active travel conditions
- 47% of respondents would consider changing their transport mode from car or other motorised vehicle to active travel if active travel measures were introduced along the route
- 90% of respondents would support a type of active travel measure being introduced along the route
- 59% of respondents would consider separating active travel users from vehicles as the most important measure to be introduced

The survey demonstrated a desire from residents to actively travel along Fowlmere Road / Mill Road if active travel conditions were improved, with 66% stating they would cycle more and 51% stating they would walk more. It also demonstrated that there was a desire from residents to introduce active travel infrastructure with support from 90% of respondents.

Given the single-track nature of Fowlmere Road / Mill Road, we would propose to introduce a Quiet Lane. Whilst segregation is desired, it would be very costly to implement given the length of the road, so this is the closest deliverable measure we can achieve, and the road lends itself well to a Quiet Lane. We would look to include this in next financial year's pipeline of work and as with Hinxton Road, would intend on beginning the designation process, which involves consultation and an engagement session, in due course. We have sought views from Cllrs McDonald, Hobro and Bostanci with all supporting this proposal. We would be grateful for your views too, please.

Any questions at all, just let me know.

Kind regards,

[redacted]

May 2026

Active Travel Survey – Fowlmere & Melbourn

Mill Road & Fowlmere Road



Cambridgeshire County Council

cambridgeshire.gov.uk/**active-travel**

Background

The survey was conducted to gather views from local residents on active travel in Fowlmere, Foxton and Melbourn.

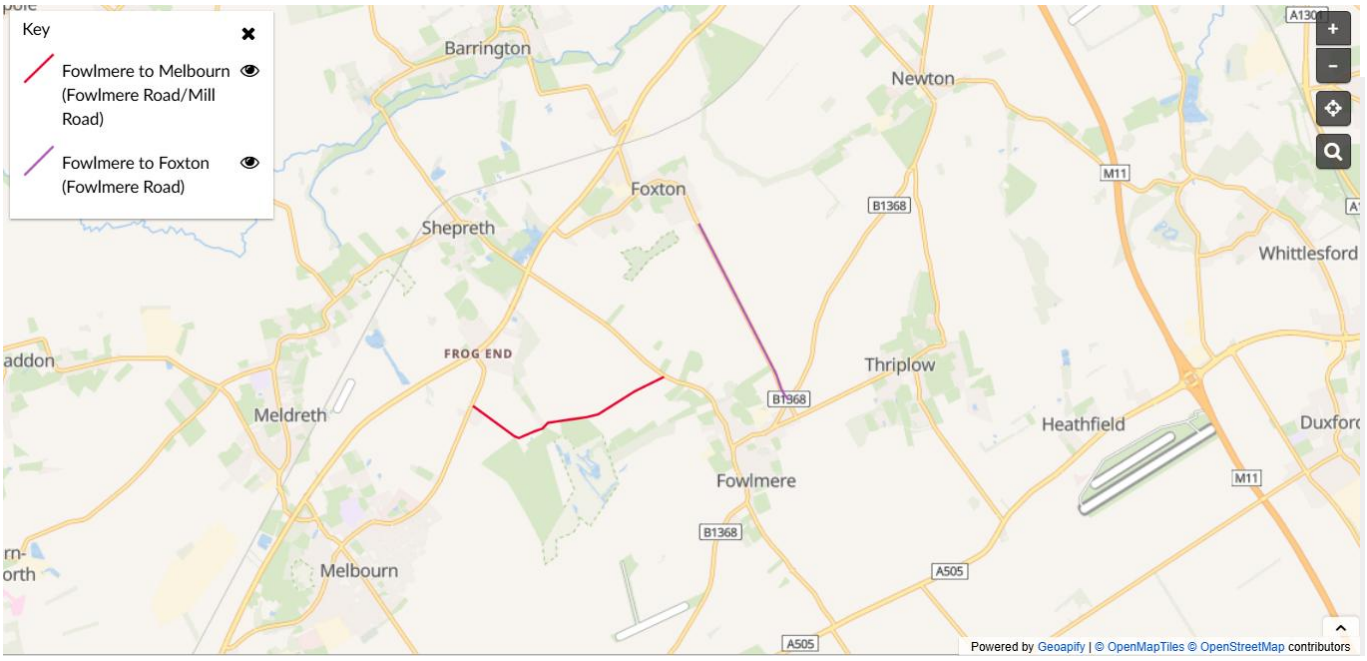
Two routes had been identified for opportunities to improve active travel conditions as they provide links between rural villages to access key amenities such as a GP surgery, library, railway station and shops. These routes are Fowlmere Road / Mill Road, linking Fowlmere and Melbourn, and Fowlmere Road, linking Fowlmere and Foxton.

Responses will form the evidence base for local support for active travel in and around the villages. It will enable the county council to prioritise schemes and consider routes to develop further if funding becomes available.

The survey opened in mid-December 2025 and ran for three months until late March 2026.

The survey has been split into two reports: Fowlmere and Melbourn, which focuses on Fowlmere Road / Mill Road; and Fowlmere and Foxton, which focuses on Fowlmere Road. This report focuses on Fowlmere Road / Mill Road, between Fowlmere and Melbourn.

The route covered in this report is the left-most red line on the map, connecting Fowlmere and Melbourn via Fowlmere Road / Mill Road.





walk wheel cycle

Engagement

Advertisements were included in the February 2026 editions of the Fowlmere & Thriplow Newsletter and Foxton Laurentian. Posters were sent to various local organisations including Fowlmere Parish Council, Foxton Parish Council and Melbourn Parish Council, to advertise through various medias. Physical leaflets were delivered to residential properties in Foxton and Fowlmere, with Fowlmere Parish Council supporting.

The survey was available to complete online via the Your Voice platform, and paper copies of the survey were also made available to collect at locations in each parish.

Report Overview



A total of 250 responses were received, with 122 from Fowlmere (48%), 57 from Foxton (23%), 24 from Melbourn (10%) and 47 from other places (19%). These included neighbouring villages such as Whaddon, Meldreth, Thriplow and more.

A short summary of the survey results:

66% of respondents would cycle more along the route if measures were introduced to improve active travel conditions

51% of respondents would walk more along the route if measures were introduced to improve active travel conditions

47% of respondents would consider changing their transport mode from car or other motorised vehicle to active travel if active travel measures were introduced along the route

90% of respondents would support a type of active travel measure being introduced along the route

59% of respondents would consider separating active travel users from vehicles as the most important measure to be introduced

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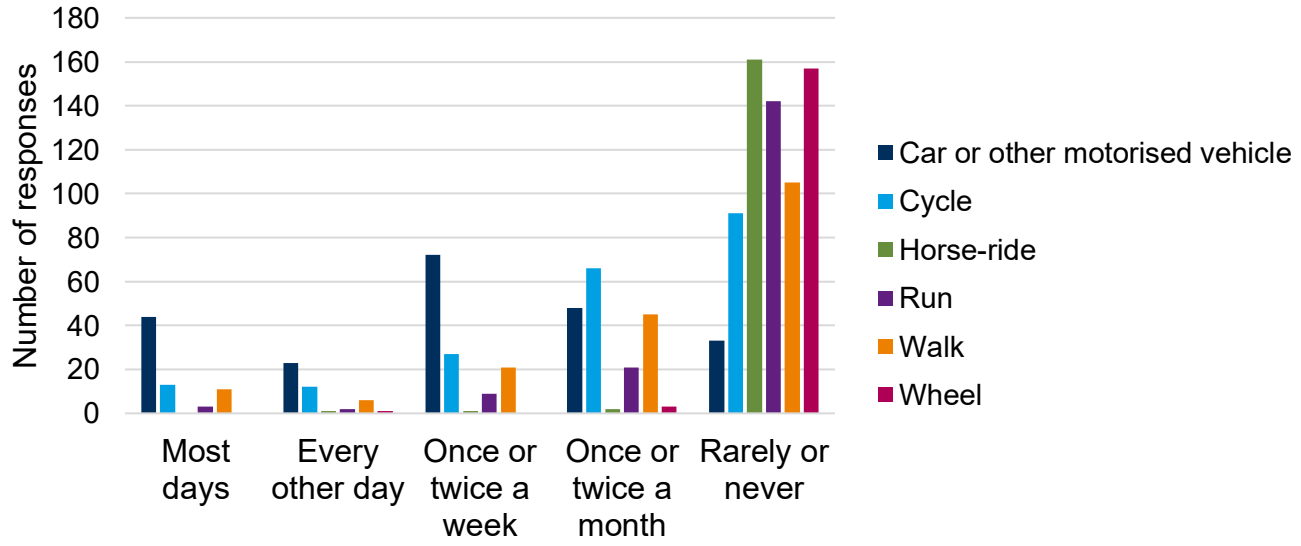
Q1 – Frequency of Travel

The first question on the survey asked residents how often they walk, wheel, run, cycle, horse-ride and travel by car or other motorised vehicle on Fowlmere Road / Mill Road (Figure 1). This clearly demonstrated car dependency with only 13% of respondents stating they rarely or never travel by car. Methods of active travel were marginal; cycling being the only form where over half of respondents used it once or twice a month, or more.

Car dependency may suggest a number of possibilities, including a lack of infrastructure to make active travel users feel safe and confident, that users may consider it takes too much time or possibly, that users travel too far to consider using active travel.

As many people do walk (17%) or cycle (24%) occasionally, it indicates that behaviour change can be possible with the right interventions, which is explored later in the survey.

Figure 1 - Do you travel on Fowlmere Road/Mill Road? If so, by what means and how frequently?

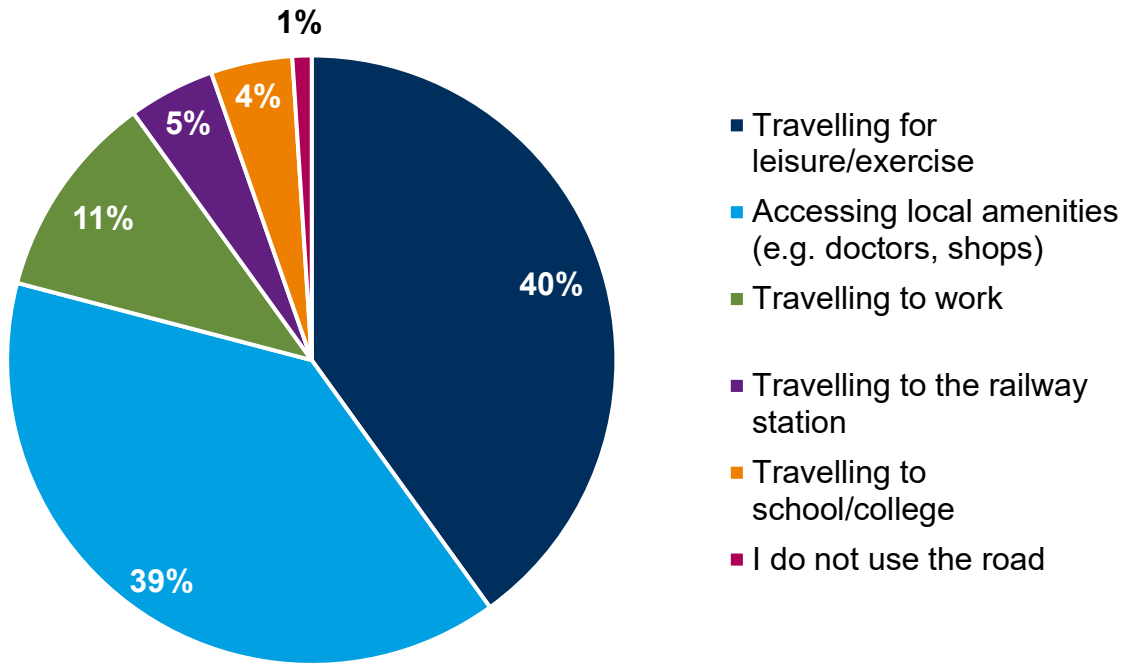


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Q2 – Purpose of Travel

Respondents were then asked for what purpose they typically use the road for (Figure 2). 40% of respondents stated they used it for leisure or exercise, 39% for accessing local amenities, 11% for travelling to work, 5% for accessing the railway station, 4% for travelling to school or college and 1% do not use the road.

Figure 2 - For what purpose do you travel on Fowlmere Road/Mill Road?







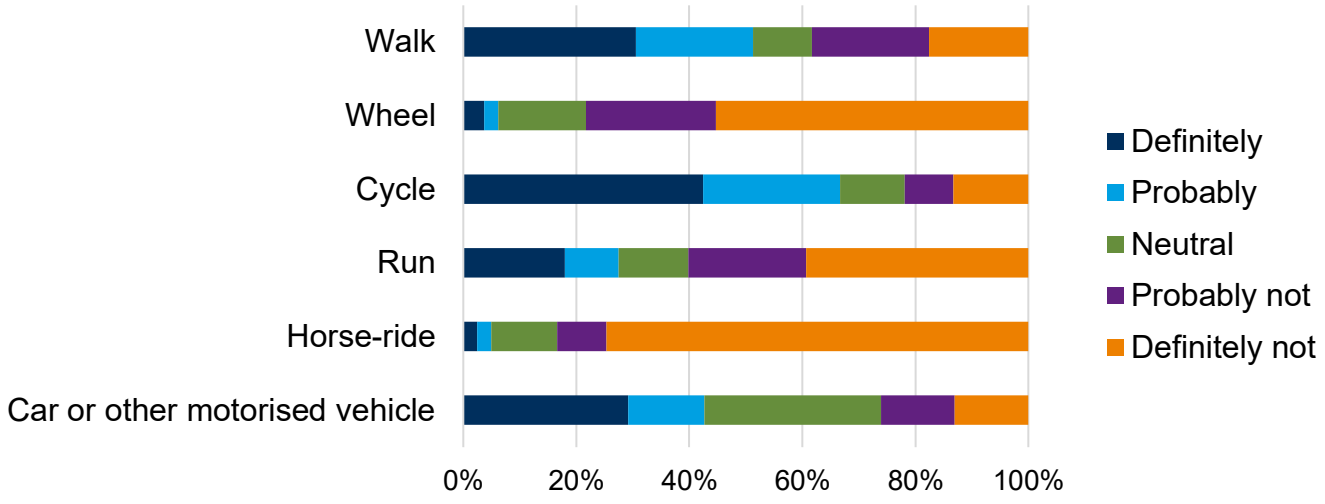
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Q3 – Propensity to Change Mode

Respondents were then asked whether they would consider using more sustainable modes of transport if active travel measures were introduced (Figure 3). 35.6% of respondents were positively inclined toward change, 15.5% were neutral and 48.9% were resistant to change.

Car or other motorised vehicles users were open to change with only 26% stating they would definitely not or probably not change transport modes, demonstrating potential for mode shift. Cycling had the strongest result with 67% open, suggesting that the demand is there and residents are ready to cycle if conditions improve. Walking results demonstrated a moderate openness with roughly half indicating they'd be open to walk more. Overall, the data suggests that behaviour is constrained more by conditions than attitudes, indicating a strong scope for targeted active-travel interventions.

Figure 3 - If active travel measures were introduced along Fowlmere Road/Mill Road to encourage greater use by sustainable transport modes, would you use it more?

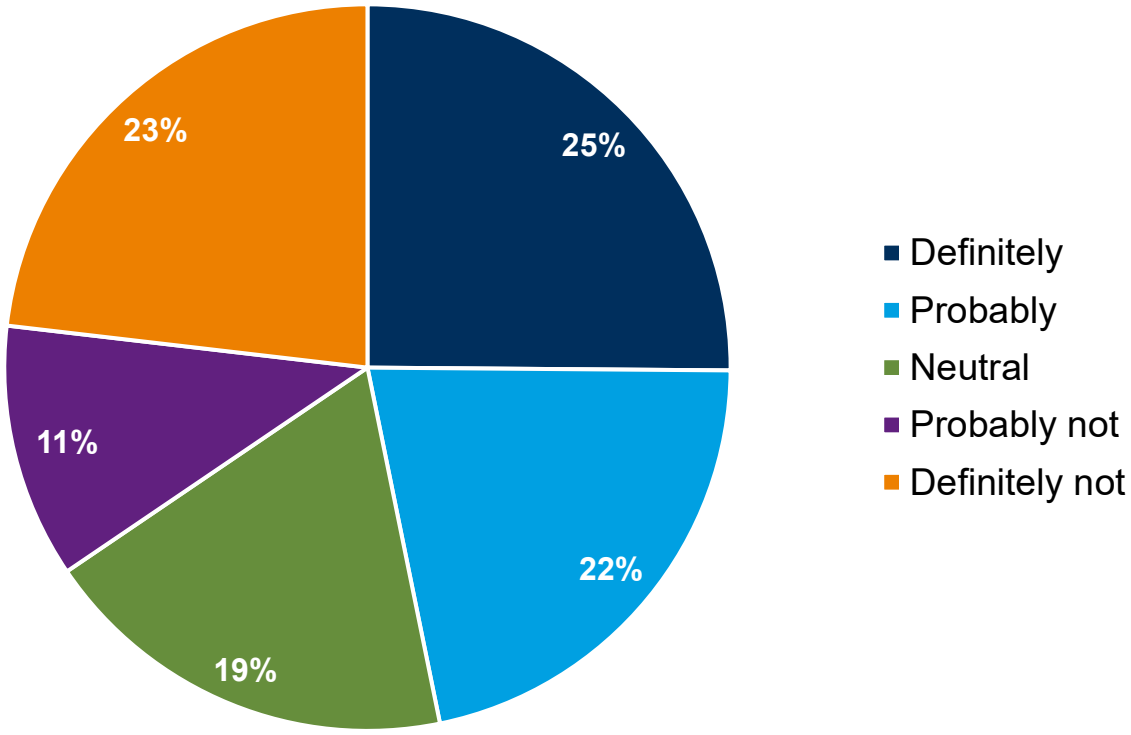


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Q4 – Propensity to Change Mode from a Motorised Vehicle

The survey then asked a question specifically to those that indicated using a car or other motorised vehicles on the route and whether they would consider changing their transport mode to active travel if active travel measures were introduced (Figure 4). This showed that 47% would definitely or probably change, whilst 19% remained neutral. This demonstrates that the majority of vehicle users are open to change.

Figure 4 - If you previously indicated using a car or other motorised vehicle, would you consider changing your transport mode to active travel if active travel measures were introduced?

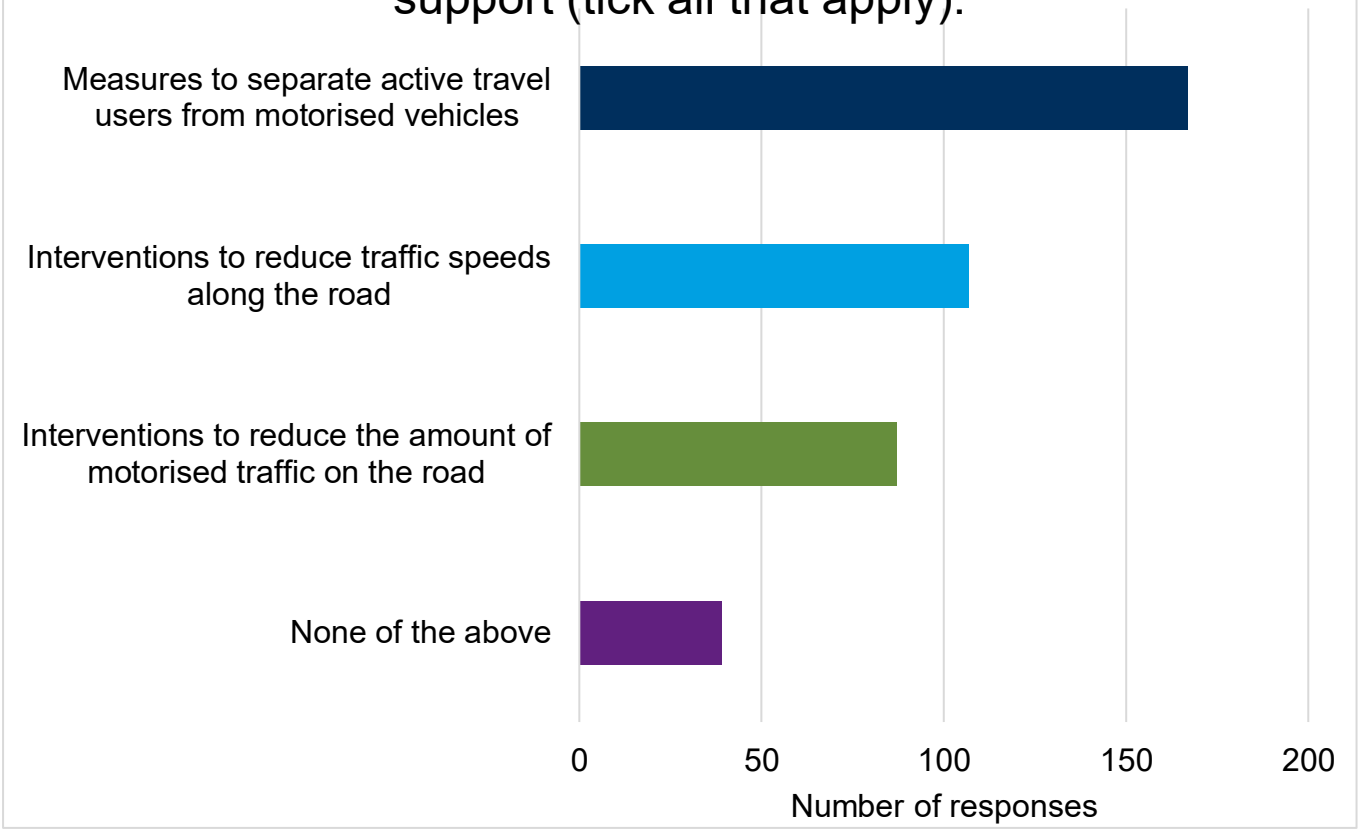


Q5 – Views on Active Travel Interventions

Respondents were asked what type of active travel measures they would support, if any (Figure 5). 42% supported measures to separate active travel users from motorised vehicles. Speed reduction (27% of respondents) and vehicle restrictions (21% of respondents) each had a moderate level of support. Opposition to any active travel measures was limited at 10% of respondents.

Overall, these findings suggest that the introduction of active travel measures is broadly supported where it improves safety and comfort for all.

Figure 5 - If we were to make changes to encourage more active travel journeys would you support (tick all that apply):





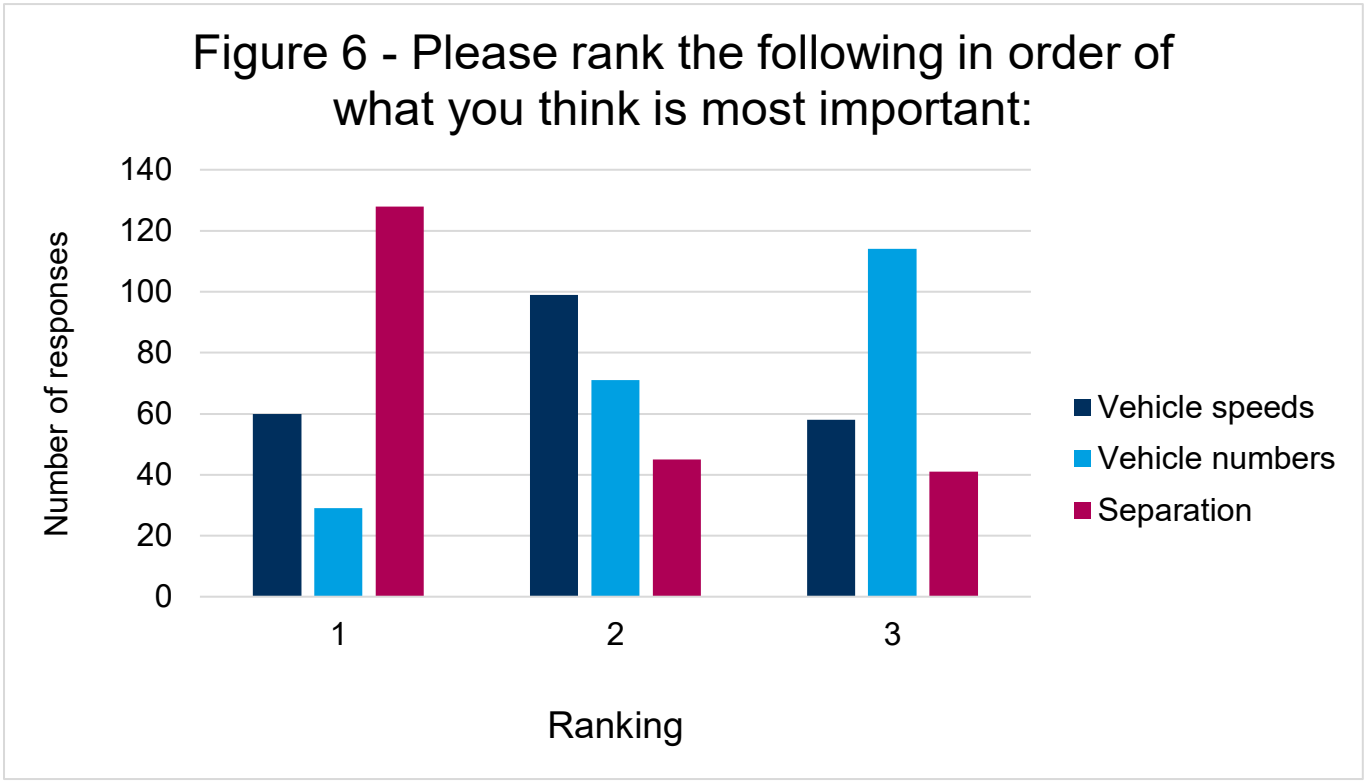


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Q6 – Ranking of Active Travel Interventions

When asked to rank active travel interventions by what they thought was most important, respondents showed a clear and consistent preference for measures that physically separate active travel users from motorised vehicles (Figure 6). Nearly 60% ranked separation as the most important measure, well ahead of speed reduction, while reducing the number of motor vehicles was most commonly ranked least important. This mirrors earlier findings on support levels and indicates that separation between modes is the most supported and the highest priority for respondents.

In the below figure, respondents were asked to rank the interventions from most important (1) to least important (3).







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Q7 – Comments on Active Travel

The final question asked if respondents had any other comments they wished to make about active travel between Fowlmere and Melbourn. Responses were processed into broad categories to support analysis. Table 1 gives a summary of the comments and detailed responses can be found in Appendix A.

Open-ended responses reinforce the quantitative findings, with safety, maintenance and separation emerging as the dominant concerns. The most frequently raised issues related to road condition and perceived danger from traffic speed or driver behaviour, indicating that existing conditions constrain use by non-motorised users. Support for segregated walking and cycling routes is strong and appears organically in comments, while views on restricting motor access are balanced, reflecting a genuine trade-off rather than blanket opposition. Overall, the comments suggest broad conditional support for change, provided interventions improve safety, connectivity and inclusivity while respecting local character.

Table 1 - Comments on Active Travel	Number of comments
Road condition, potholes and passing place maintenance	84
Safety concerns from traffic speed or driver behaviour	58
Support for segregated cycle/walking routes	42
Opposition to restricting motor access	38
Support for reducing motor access	35
Connectivity issues	31
Children, school access and family travel needs	27
Preference for minimal intervention and protection of rural character	22
General support for active travel in principle	20
Equestrian inclusion and horse safety consideration	18
Need for junction improvements	16
Environmental, landscape or RSPB-related concerns	14
Accessibility needs	13
Lighting and visibility concerns	9
Comments about survey process or survey design	19
Grand Total	**446**



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Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

Abi Williams, Clerk
Alex Coxall, Deputy Clerk
parishclerk@melbournparishcouncil.gov.uk
01763 263303, ext 3
melbournparishcouncil.gov.uk

[redacted]
Hopkins Homes Ltd
Melton Park House
Woodbridge
Suffolk
IP12 1TJ

13 August 2026

Dear [redacted]

Re: Land at New Road, Melbourn - S106 Obligation Adoption of LEAP, LAP and Residential Open Space

Thank you for your letter dated 29 June 2026 regarding the proposed transfer of the LEAP, LAP and incidental residential open space areas, together with the associated commuted sum offer of £80,000.

Melbourn Parish Council has considered the revised offer (PC072/2627a) and is pleased to confirm its acceptance of the commuted sum of £80,000 for the transfer and ongoing maintenance of the LEAP, LAP and incidental open space areas identified in the plans previously provided.

This acceptance is subject to a joint inspection meeting taking place prior to completion of the transfer.

The purpose of the inspection will be to verify that all outstanding works and matters previously discussed between the Parish Council and Hopkins Homes have been completed to a satisfactory standard and any new issues arising since the previous inspection was carried out in June 2025 are addressed before transfer.

Following a successful inspection and confirmation that all agreed works have been completed, the Parish Council will be in a position to proceed with the formal transfer arrangements.

We would therefore be grateful if you could contact us to arrange a mutually convenient date for the inspection meeting.

We look forward to working with you to bring this matter to a successful conclusion.

Yours sincerely

Abi Williams

Abi Williams
Parish Clerk

PC091 2627e) Planning compliance – The Moor

Background

Request to Planning Compliance to look at any conditions around 10a The Moor with regard to parking on the street.

4 September – email to compliance

> *I wonder if you could help me in informing residents of how they can address the parking issues at the top of The Moor in Melbourn created by users of the garage parking vehicles on the roadway.*
>
> *23/02072/FUL | Change of use of taxi headquarters/control centre to car servicing workshop (Class E(g)(iii)) | 10A The Moor Melbourn Cambridgeshire SG8 6ED*
>
> *I believe the change of use application, referenced above, was approved with the condition that the submitted car park management plan was adhered to. I am under the impression that The Moor is being used for parking of vehicles for the garage – this includes vehicles with no engine! According to the car park management plan it states that any parking on the roadway should be monitored and action taken as required. Would this monitoring and action be something that the Planning Compliance team could look at?*
>
> *Residents are concerned for the safety of users of the roadway and footpaths – previous discussions with the business owner seem to have had little effect.*
>
> *Your advice would be gratefully received.*

14 September – response

> *I am writing to update you on the use of The Moor for parking purposes related to the garage at 10A and planning permission 23/02072/FUL.*
>
> *Condition 4 of the planning permission states,*
>
> *The development shall be carried out in accordance with the Car Park Management Plan SLR, Ref: 418.063091.00001 Version No: 0.2_FINAL May 2023, which shall be implemented in full and maintained for the lifetime of the development.*
>
> *Reason: In the interests of highway safety in accordance with policies HQ/1 and TI/3 of the South Cambridgeshire Local Plan 2018*
>
> *Sections 5.0 and 6.0 of the Car Park Management Plan sets out how parking will be implemented and monitored.*
>
> *These sections do not explicitly state that parking will not take place on The Moor, or that customers would be advised not to park on The Moor. The plan also does not prohibit the garage parking on The Moor either.*
>
> *Section 5.2 set out that the monitoring strategy will include an awareness of parking off site, Including on The Moor, and that should frequent parking issued be identified operational procedures will be revived and alterations devised. See below.*

PC091 2627e) Planning compliance – The Moor

5.2 Monitoring and Management

In order to evaluate the effectiveness of the CPMP, monitoring will be required with amendments to the CPMP to ensure the success of the plan is maximised where possible.

Monitoring strategies include:

- monitoring the number of cars parked on site (daily booking records will have this);
- awareness any other car parking off-site, in particular on-street parking along The Moor;
- monitor deliveries to the site, number and where they are made too, are the drivers pulling onto site to make them; and
- recording any comments received from staff/visitors regarding site related car parking.

Should any frequent car parking issues be identified, operational procedures will be reviewed and alterations devised.

The plan does not set out a threshold for what is or is not a parking issue, and there is no requirement for the business to provide the Council with details of any review of alterations to the management plan or that the Council needs to approve any amendment to the plan.

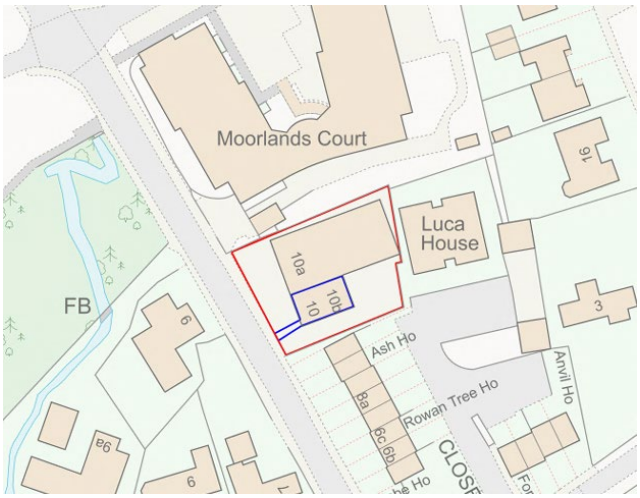
The plan could be amended to state that no action will be taken in respect of parking issues, or that they will put a sign up next to the door requesting patrons do not park on the road. and any new such plan would then be the relevant management plan, superseding the approved one as a result.

If the Council were to act an issue a breach of condition notice, the business could simply say they are aware of the issues and they put a sign up as per their new (revised) management plan as set out in section 5.2 above.

Section 6.0 of the approved management plan only sets out who is responsible for the matters in section 5.2 and dos does not add any other enforceability of restrictions on parking.

Whilst I understand that this appears to be a very simple matter of a breach of condition, the enforceability of the condition must be clear and concise, which it is not in this case.

Notwithstanding the above, the Council cannot by way of condition apply parking restrictions outside of the original application site (red lined location plan below) as the conditions only apply to the area to which planning permission was granted. For the avoidance of doubt, the permission and conditions do not cover the area outlined in blue.



PC091 2627e) Planning compliance – The Moor

Where vehicles are legally parked on the road, this is not a breach of planning control. I cannot comment on vehicles in various states of disrepair on the road, and this should be reported to the police for consideration.

My officer Xxx Xxx will call in to the garage when he is next in the area and speak to them about parking, reminding them of the statements made in their planning application and management plan to see if the issues can be resolved. The Council will not be taking any formal action as the condition is not enforceable given the considerations as set out above.

I understand this is not the reply you were expecting; however, the Council can only act where it has the power an authority to do so. Considering the above I will now close the investigation file accordingly.

PC091 2627f) Scouts lease update

Background

PC219/2526 Planning Matters

a) To consider proposal of lease agreement for Scouts building on the Old Rec and consider costs associated with proceeding.

It was RESOLVED to proceed with legal advice, estimated £1,500, for the lease agreement relating to Scouts storage hut on Old Rec.

Proposed by Cllr Kilmurray, seconded by Cllr Barnes.

As above and Melbourn Parish Council previously agreed to support the progression of the lease for the scout storage unit on the Old Rec (PC045/2627b and PC219/2526a).

Consideration taken at Planning Committee to proceed with works to ensure lease fulfilled Land Registry requirements (supporting document for item included as appendix A).

PL038/2627 Scouts lease update

a) To update on and consider actions in relation to lease agreement for Scouts building on Old Rec.

It was RESOLVED to instruct HCR to proceed with the work required to fulfil the Land Registry requirements.

Proposed by Cllr Hart, seconded by Cllr Alexander. All in favour.

Work between the solicitors continues with note of the following:

- Requirement of Fields in Trust to consent to the lease. This requires a £250 application fee and then a further fee of between £750 - £2,500 for 'releases, dedications and transfer consents'.

- Due to the draft lease being required to proceed with this consent to lease we will complete the application when the draft lese has been approved by both parties.

- Questions over standard clauses have been addressed those of note include:
    - Vehicular access – scouts requesting 'at all times' however we would like to define 'reasonable times'

    - Landlord break clause – scouts have deleted the landlord 12 month break clause – we propose reinstating the clause with best endeavours not to break the clause.

    - Alterations – scouts asking for consent to structural alterations not be unreasonably withheld. This is acceptable with the condition that full plans, specifications, method statements where relevant, evidence of funding, planning permission/building regulation approval, and any other statutory consents are provided.

Attached: Appendix A – supporting document for PL038/2627a)

PL038/2627a) Scouts Lease Update

- Scouts lease with HCR and Scouts representative for approval.
- Church Commissioners approval received for building
- Interim invoice received – to be paid and submitted to Council for retrospective approval (PC219/2526a)
- £750 committed spend (APPENDIX C) of £1,500 budget agreed.

Background

29 July Communication from HCR Legal

As the lease of the Scout Hut will be registrable at Land Registry, I have obtained up to date title together with the filed documents (copies attached APPENDIX A) and provided these documents to the Scout's solicitor. The title is subject to two restrictions, summarised below, that will need to be satisfied to enable registration to be completed at Land Registry.

Restriction B3 – the Church Commissioners' restriction

Entry B3 provides that no disposition is to be registered without a certificate signed by the Church Commissioners for England (or their conveyancer) confirming that the provisions of Clause 11.5.3 of the Transfer dated 21 December 2010 made between the Church Commissioners for England (1) and Melbourn Parish Council (2) have been complied with.

Clause 11.5.3 of the Transfer applies "on any disposal of the Property or on the granting of any mortgage or charge of the Property". Where it applies, the Council must procure that the person in whose favour the disposal (or mortgage/charge) is made enters into a deed of covenant with the Church Commissioners to observe and perform the covenants contained in the Transfer, and to pay the Commissioners' reasonable costs incurred in connection with that deed of covenant. The covenants referred to include the Council's positive covenant to maintain and use the property as a village green and its restrictive covenants not to cause nuisance and not to erect buildings or carry out works without first submitting plans to, and obtaining the approval of, the Transferor's surveyors.

As the grant of the 50 year lease will be a "disposal" for these purposes, we will need to ensure that the scout group, as incoming tenant, enters into a deed of covenant with the Church Commissioners in the terms required by Clause 11.5.3, and pays the Commissioners' reasonable costs of that deed. Once this is in place, we will need to obtain the Commissioners' certificate confirming compliance, for lodging with the Land Registry application.

Restriction B4 – the Fields in Trust restriction

Entry B4 provides that no disposition is to be registered without a certificate signed by the National Playing Fields Association ("FIT", operating as Fields in Trust) of 15 Crinan Street, London N1 9SQ, or its conveyancer, confirming that the provisions of paragraph 4 of the Deed of Dedication dated 24 January 2013 between the Council and FIT have been complied with.

The Deed of Dedication dedicates the land as a public playing field and recreation ground for the benefit of local inhabitants. Under it, the Parish Council has undertaken, subject to clause 4, not to dispose of the property without FIT's consent, and to notify FIT without delay of any proposal or decision to dispose of the property. Clause 4 allows FIT, at its absolute discretion, to consent to a disposal provided the Council: (i) replaces the property with an approved freehold Replacement Site of equivalent or better quality, facilities and size, in the same catchment area and equally accessible to the public, applying sale proceeds as necessary; and (ii) enters into a further deed of dedication on the same terms in respect of that

Attached

Appendix A: Current documents from HCR

Appendix B: Church Commissioners building approval

Appendix C: Interim invoice (added to August BACS to be retrospectively approved by Council in September)

Replacement Site. FIT has separately undertaken not unreasonably to withhold consent, subject to its charitable objects and compliance with clause 4.

As the lease will not involve a permanent disposal of the land (the Council will retain the freehold reversion, and the scout hut use is consistent with the recreational dedication), we will need to approach FIT to advise of the proposed lease and request confirmation that the replacement-land requirements in clause 4 are not required, so that FIT can issue its certificate of compliance on that basis. If FIT instead considers the lease to constitute a "disposal" triggering the full clause 4 mechanism, the replacement-site and further deed of dedication conditions would need to be satisfied before a certificate would be issued, although I would not expect this outcome given the continuing recreational use of the site.

Next steps

We will need to liaise with both the Church Commissioners' and FIT to confirm the Parish Council intends to grant a lease to the Scouts and to request certificates to satisfy the respective restrictions.

30 July MPC shared Church Commissioners approval recently received via Savills (APPENDIX B).

30 July **Communication from HCR legal**

Thank you for your earlier email of today and for forwarding the letter from Savills. That letter is the Church Commissioners' surveyors' consent to the plans for the scout hut, to comply with Clause 11.4(b) of the 2010 Transfer, which requires the Council to submit plans for any building works and obtain the surveyors' approval before carrying them out.

I should flag that this is a separate matter from the compliance certificate that will be needed to satisfy the restriction at entry B3 on the register. That certificate, required under Clause 11.5.3 of the Transfer, confirms that the incoming tenant has entered into a deed of covenant with the Church Commissioners, and it is this certificate (not the surveyors' consent to the plans) that Land Registry needs before the lease can be registered.

So, while the Savills letter deals with the building works, we will still separately need to arrange the deed of covenant and obtain the Church Commissioners' certificate for Land Registry purposes.

30 July Interim bill received £750+VAT (APPENDIX C)

***CONSIDER:** Would you like me (HCR) to contact the relevant parties (in which case I will require contact details) or would you prefer to make initial contact?*

PROPOSAL: MPC to instruct HCR to proceed with works required to fulfil the Land Registry requirements. Costs to be confirmed.

Attached

Appendix A: Current documents from HCR

Appendix B: Church Commissioners building approval

Appendix C: Interim invoice (added to August BACS to be retrospectively approved by Council in September)

The electronic official copy of the register follows this message.

APPENDIX A

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Official copy of register of title

Title number CB358895 | Edition date 19.05.2022

- This official copy shows the entries on the register of title on 28 APR 2026 at 13:06:22.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 28 Apr 2026.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry, Peterborough Office.

A: Property Register

This register describes the land and estate comprised in the title.

CAMBRIDGESHIRE : SOUTH CAMBRIDGESHIRE

1 (24.12.2010) The Freehold land shown edged with red on the plan of the above title filed at the Registry and being land on the north east side of The Moor, Melbourn, Royston.

2 (24.12.2010) The Transfer dated 21 December 2010 referred to in the Charges Register contains a provision excluding the operation of section 62 of the Law of Property Act 1925 as therein mentioned.

3 (14.01.2011) There are excluded from this registration the mines and minerals excepted by the Transfer dated 21 December 2010 referred to in the Charges Register.

B: Proprietorship Register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Title absolute

1 (24.12.2010) PROPRIETOR: MELBOURN PARISH COUNCIL of 28 Station Road, Melbourn, Royston SG8 6DX.

2 (24.12.2010) The price stated to have been paid on 21 December 2010 was £12,500.

3 (24.12.2010) RESTRICTION: No disposition of the registered estate by the proprietor of the registered estate or by the proprietor of any registered charge, not being a charge registered before the entry of this restriction is to be registered without a certificate signed by the Church Commissioners for England of Church House, Great Smith Street, London SW1P 3AZ or their conveyancer that the provisions of Clause 11.5.3 of the Transfer dated 21 December 2010 referred to in the Charges Register have been complied with.

4 (01.02.2013) RESTRICTION: No disposition of the registered estate by the proprietor of the registered estate is to be registered without a certificate signed by FIT of 15 Crinan Street, London N1 9SQ or by its

B: Proprietorship Register continued

conveyancer that the provisions of paragraph 4 of the Deed of Dedication dated 24 January 2013 made between (1) Melbourn Parish Council and (2) National Playing Fields Association have been complied with.

C: Charges Register

This register contains any charges and other matters that affect the land.

1 (24.12.2010) The land is subject to such restrictive covenants as may have been imposed thereon before 24 December 2010 and are still subsisting and capable of being enforced.

2 (24.12.2010) A Transfer of the land in this title dated 21 December 2010 made between (1) Church Commissioners For England and (2) Melbourn Parish Council contains restrictive covenants.

NOTE: Copy filed.

3 (24.12.2010) The land is subject to the rights reserved by the Transfer dated 21 December 2010 referred to above.

4 (01.02.2013) A Deed of Dedication dated 24 January 2013 made between (1) Melbourn Parish Council and (2) National Playing Fields Association relates to the use of the land as therein mentioned.

NOTE: Copy filed.

5 (19.05.2022) The land is subject to any rights that are granted by a Deed dated 6 April 2022 made between (1) Melbourn Parish Council and (2) TTP Campus Limited and affect the registered land.
The said Deed also contains restrictive covenants by the grantor.

NOTE: Copy filed under CB95837.

End of register

APPENDIX A

These are the notes referred to on the following official copy

Title Number CB358895

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that the quality of one or more pages may be poor. Unfortunately this is the best quality image we hold of the document. If you are able to obtain a better quality copy from another source we would be grateful if you would send it to us so we may update our records. Alternatively if you know who holds or may hold either a copy or the original please let us know so that we may contact that person.

Costs or expenses reasonably incurred as a result of the mistake may be recoverable as indemnity under paragraph 3 of Schedule 8, Land Registration Act 2002. However the Registrar's consent should normally be obtained before such costs are incurred. If you intend to incur costs as a result of any loss arising from the poor quality and to claim for these under the statutory compensation scheme please inform us of the steps you intend to take, what is the estimated cost and how this has been calculated. Our *Practice Guide 39 - Rectification and indemnity* contains further information. We appreciate that the payment of indemnity will be an inferior alternative to a better copy of the document itself.

You can view or download copies of the practice guide from our website at www.gov.uk/land-registry in English or Welsh. Alternatively, you can telephone Customer Support on 0300 006 0411 (0300 006 0422 for a Welsh-speaking service).

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

1141QE

FIELDS IN TRUST – QUEEN ELIZABETH II FIELDS
Non-Charitable Deed of Dedication

MELBOURN PARISH COUNCIL (1)

SEQ129

and

NATIONAL PLAYING FIELDS ASSOCIATION (2)

Old Recreation Ground

This official copy is incomplete without the preceding notes page.

THIS DEED OF DEDICATION is made on the 24th day of January 2013

BETWEEN

(1) **MELBOURN PARISH COUNCIL** Care of Melbourn Village College, The Moor, Melbourn, SG8 16EF and its successors in title (the **Council**); and

(2) **NATIONAL PLAYING FIELDS ASSOCIATION**, operating as Fields in Trust, of Kings Chambers, 15 Crinan Street, London N1 9SQ a Royal Charter Organisation established for charitable purposes (registered charity number 306070) and its successors in title (**FIT**)

(the **Council** and **FIT** being together called the **Parties**)

WHEREAS:

1. The property more particularly specified in the Schedule (the Property) forms part of the corporate property of the Council.

2. The parties hereby agree that the Property will be dedicated in the manner and for the purposes set out below (but without any intention to create any charitable trust), and in accordance with the mutual undertakings given by the parties.

3. The Council gives the following undertakings:

   3.1 Not to use the Property or permit the Property to be used for any purpose other than as a public playing field and recreation ground including fetes, fairs, circuses, concerts, and meetings of the Volunteer Reserve Forces provided that there shall be no more than 6 such events per calendar year;

   3.2 Subject to clause 4, not (in so far as it has the power to do so) to dispose of the Property without the consent of FIT;

   3.3 Not (in so far as it has the power to do so) to erect any building or structure on the Property the use of which is outside the permitted uses as stated in Clause 3.1 without the consent of FIT;

   3.4 To inform FIT without delay of any proposals, intentions or decisions to dispose of or erect any structures on the Property;

   3.5 To maintain the Property and so far as is consistent with its duties as a local authority to have regard to any advice given from time to time by FIT on the management and running of the Property;

   3.6 To erect notices on the Property in the form of signage provided by FIT relating to the background of FIT and the Queen Elizabeth II Fields and giving recognition of financial support where required;

   3.7 To apply within three months of the date of this Deed on form RX1 annexed hereto for the registration in the proprietorship register of the registered title of the Property at the Land Registry of a restriction to the following effect:

This official copy is incomplete without the preceding notes page.

"No disposition of the registered estate by the proprietor of the registered estate is to be registered without a certificate signed by National Playing Fields Association of 15 Crinan Street, London N1 9SQ or by its conveyancer that the provisions of paragraph 4 of The Deed of Dedication dated [24th January 2013] between Melbourn Parish Council (1) and National Playing Fields Association (2) have been complied with"; and

3.8 To apply within three months of the date of this Deed on form AN1 annexed hereto for the registration in the charges register of the registered title of the Property at the Land Registry of a notice to the following effect:

"By a Deed of Dedication dated [24th January 2013] between Melbourn Parish Council (1) and National Playing Fields Association (2) the land in this title was dedicated for use as a public playing field and recreation ground including fetes, fairs, circuses, concerts, and meetings of the Volunteer Reserve Forces provided that there shall be no more than 6 such events per calendar year"

3.9 To notify FIT immediately once the registrations referred to in clauses 3.7 and 3.8 have been completed.

4. Notwithstanding clause 3.2, FIT may at its absolute discretion consent to the disposal of the Property provided that the Council at the request of FIT:

4.1 Replaces or agrees to replace the Property with a piece of freehold land approved by FIT which is of equivalent or better quality than the Property, with equivalent or better facilities than the Property, of the same or greater dimensions than the Property, in the same catchment area as the Property, and as accessible to the public as the Property (the ***Replacement Site***) and applies such of the proceeds of any sale of the Property as are necessary to do so; and

4.2 Enters into another deed of dedication on the same terms as this Deed in respect of the Replacement Site.

5. FIT undertakes that it will:

5.1 Not unreasonably withhold consent to disposal of the Property or the erection of any structures upon it, subject to its duty to perform its charitable objects and provided that the provisions of clause 4 of this Deed have been complied with;

5.2 Respond without delay to any notifications of intended disposal or erection of structures, or to any requests for advice; and

5.3 Notify the Council without delay of any concerns or matters of advice to which it requires the Council to have regard.

6. The Council DEDICATES the property in celebration of the Diamond Jubilee of Her Majesty Queen Elizabeth II as a public playing field and recreation ground including fetes, fairs, circuses, concerts, and meetings of the Volunteer Reserve Forces provided that there shall be no more than 6 such

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events per calendar year for the benefit of the inhabitants of Melbourn and thereabouts and the site will be titled the Queen Elizabeth II Field, Old Recreation Ground.

IN WITNESS whereof this Deed of Dedication is executed the day and year first before written

This official copy is incomplete without the preceding notes page.

APPENDIX A

SCHEDULE

All that freehold property known as land on the north east side of The Moor, Melbourn, Royston which is identified on the plan outlined in red and annexed to this Deed being Title Number CB358895.

SIGNED as a **DEED** on behalf of
MELBOURN PARISH COUNCIL by

COLOUR

COUNCILLOR Peter Simmonett
As Councillor of Melbourn Parish Council

[redacted]

COUNCILLOR JOSE HALES
As Councillor of Melbourn Parish Council

[redacted]

Witnessed by: **Mr Peter Horley**
As Clerk of Melbourn Parish Council

Signed: [redacted]

Address: THE PARISH OFFICE,
MELBOURN VILLAGE COLLEGE,
THE MOOR
MELBOURN
SG8 6EF.

EXECUTED as a **DEED** by affixing

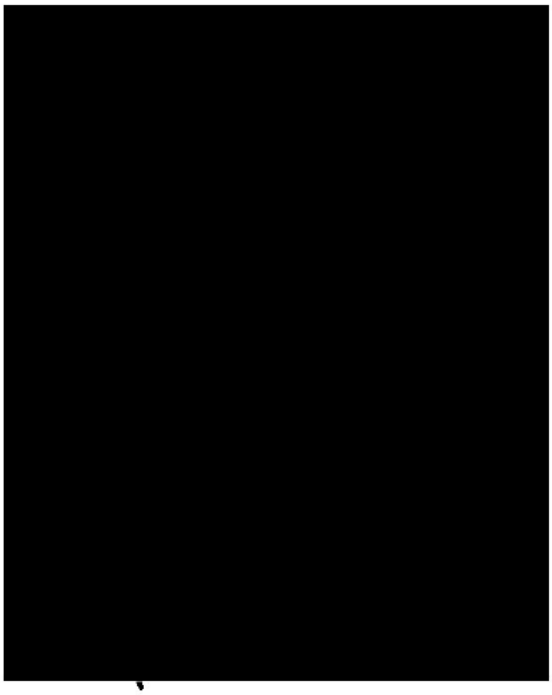
The **COMMON SEAL** of **NATIONAL PLAYING FIELDS ASSOCIATION**

in the presence of: [redacted] Member of Council

Member of Council

This official copy is incomplete without the preceding notes page.

APPENDIX A



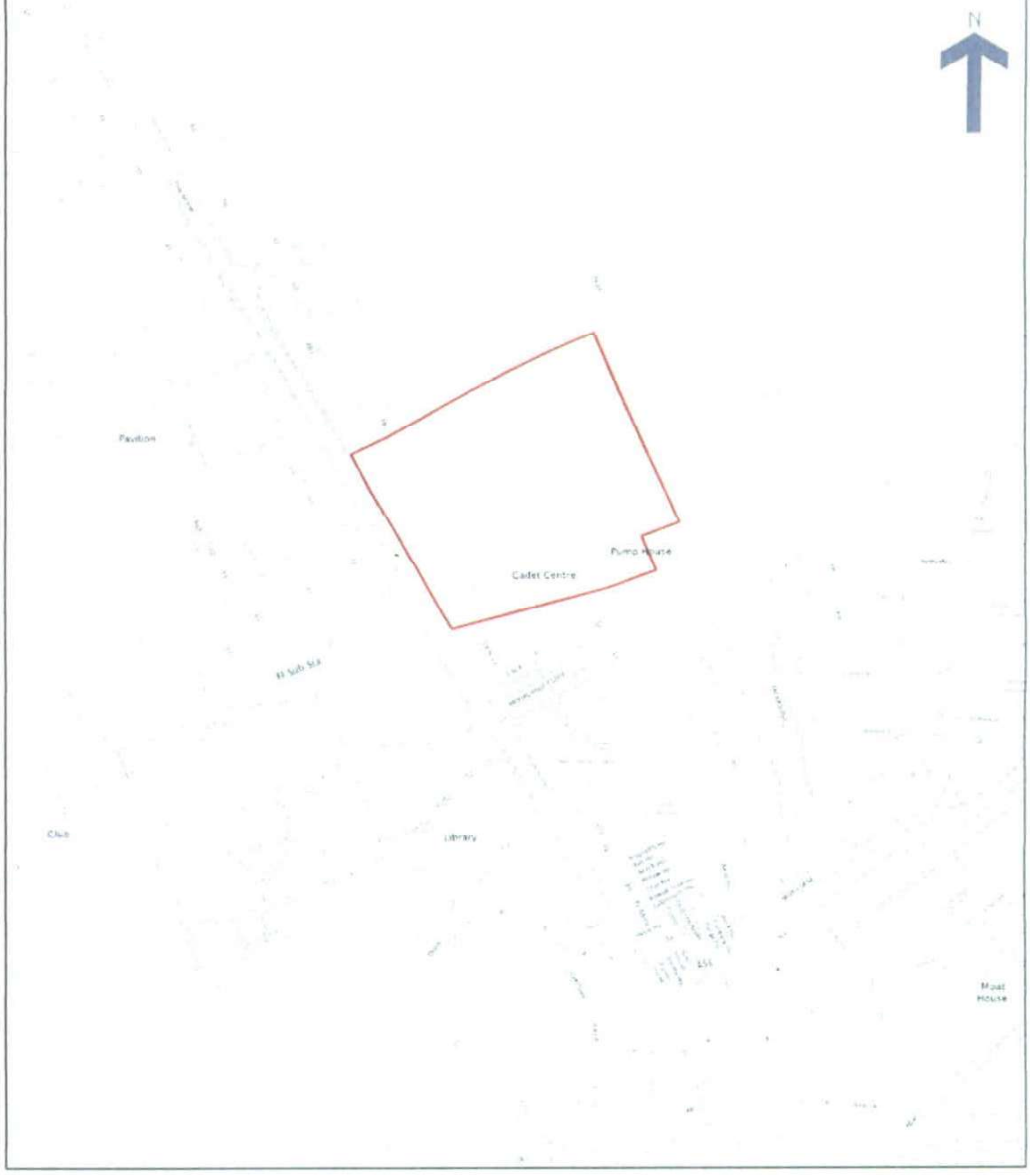
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APPENDIX A

Land Registry
Current title plan

Title number CB316895
Ordnance Survey map reference TL3845SW
Scale 1:2500
Administrative area CAMBRIDGESHIRE : SOUTH CAMBRIDGESHIRE

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PLAN

This is a copy of the title plan on 8 FEB 2012 at 11:33:41. This copy does not take account of any application made after that time even if still pending in the Land Registry when this copy was issued.

This copy is not an 'Official Copy' of the title plan. An official copy of the title plan is admissible in evidence in a court to the same extent as the original. A person is entitled to be indemnified by the registrar if he suffers loss by reason of a mistake in an official copy. If you want to obtain an official copy, the Land Registry web site explains how to do this.

The Land Registry endeavours to maintain high quality and scale accuracy of title plan images. The quality and accuracy of any print will depend on your printer, your computer and its print settings. This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. See Land Registry Public Guide 7 - Title Plans.

This title is dealt with by Land Registry, Peterborough Office.

This official copy is incomplete without the preceding notes page.

APPENDIX A

These are the notes referred to on the following official copy

Title Number CB358895

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

APPENDIX A

Land Registry
Transfer of whole of registered title(s)

TR1

LIMBACH BANHAM
Solicitors
JOHN STREET
ROYSTON, HERTS. SG8 9BG
23-12-10

We hereby certify this to be a true copy of the original.

COPY

If you need more room than is provided for in a panel, and your software allows, you can expand any panel in the form. Alternatively use continuation sheet CS and attach it to this form.

Leave blank if not yet registered.

1. Title number(s) of the property:

Insert address including postcode (if any) or other description of the property, for example 'land adjoining 2 Acacia Avenue'.

2. Property:

Melbourn Recreation Ground Melbourn Cambridgeshire containing an area of 1.20 hectares or thereabouts shown coloured brown on the Plan

3. Date: 21 DECEMBER 2010

Give full name(s).

4. Transferor:

CHURCH COMMISSIONERS FOR ENGLAND

Complete as appropriate where the transferor is a company.

For UK incorporated companies/LLPs
Registered number of company or limited liability partnership including any prefix:

For overseas companies
(a) Territory of incorporation:

(b) Registered number in the United Kingdom including any prefix:

SEQ227

Give full name(s).

5. Transferee for entry in the register:

MELBOURN PARISH COUNCIL

Complete as appropriate where the transferee is a company. Also, for an overseas company, unless an arrangement with Land Registry exists, lodge either a certificate in Form 7 in Schedule 3 to the Land Registration Rules 2003 or a certified copy of the constitution in English or Welsh, or other evidence permitted by rule 183 of the Land Registration Rules 2003.

For UK incorporated companies/LLPs
Registered number of company or limited liability partnership including any prefix:

For overseas companies
(a) Territory of incorporation:

(b) Registered number in the United Kingdom including any prefix:

Each transferee may give up to three addresses for service, one of which must be a postal address whether or not in the UK (including the postcode, if any). The others can be any combination of a postal address, a UK DX box number or an electronic address.

6. Transferee's intended address(es) for service for entry in the register:

28 Station Road Melbourn Cambridgeshire SG8 6DX

7. The transferor transfers the property to the transferee

This official copy is incomplete without the preceding notes page.

APPENDIX A

Place 'X' in the appropriate box. State the currency unit if other than sterling. If none of the boxes apply, insert an appropriate memorandum in panel 11.

8. Consideration

☒ The transferor has received from the transferee for the propert the following sum (in words and figures):
Twelve Thousand Five Hundred Pounds (£12,500)

☐ The transfer is not for money or anything that has a monetary value

☐ Insert other receipt as appropriate:

Place 'X' in any box that applies.

Add any modifications.

9. The transferor transfers with

☐ full title guarantee

☐ limited title guarantee

Without any title guarantee but with the following covenant:

The Transferor hereby covenants with the Transferee that th Transferor has not done or knowingly suffered anythin whereby or by reason whereof the Transferor is hindered fron transferring the Property

Where the transferee is more than one person, place 'X' in the appropriate box.

10. Declaration of trust. The transferee is more than one person and

☐ they are to hold the property on trust for themselves as joint tenants

☐ they are to hold the property on trust for themselves as tenants in common in equal shares

Complete as necessary.

☐ they are to hold the property on trust:

Insert here any required or permitted statement, certificate or application and any agreed covenants, declarations and so on.

11. Additional Provisions

Definitions

In this Transfer:

11.1.1 the Transferor and the Transferee include their respectiv successors in title and assigns and persons deriving titl under them

11.1.2 "the Plan" means the plan annexed hereto

11.1.3 "the Retained Land" means the Transferor's adjoinin opposite or neighbouring land and premises and each an every part thereof following completion of this transfer

11.1.4 "the Surveyors" means the Transferor's surveyors for th time being

11.1.5 where any party comprises more than one person th obligations and liabilities of that party under this transf shall be joint and several obligations and liabilities of thos persons

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This official copy is incomplete without the preceding notes page.

11.1.6 any reference to a statute includes any statutory modification or re-enactment of it and any and every order instrument regulation direction or plan made or issued under the statute or deriving validity from it

Rights granted for the benefit of the Property

11.2 The Transferee or other the owner(s) or occupier(s) of the Property or any part thereof shall not be entitled to and the Property shall not be transferred with the benefit of:

(a) any easement quasi easement liberty right privilege or advantage over or in respect of the Retained Land arising by virtue of Section 62 of the Law of Property Act 1925 or otherwise

(b) the benefit of any covenants given to the Transferor and/or the Property by any previous deed or document save as specifically granted herein and which shall otherwise remain vested in the Transferor

Rights reserved for the benefit of other land

11.3 There are excepted and reserved out of the Property for the benefit of the Transferor all mines quarries minerals and mineral substances whatsoever including all stone shales clays and common strata of the district and all sand and gravel and other surface minerals (together "the Minerals") and any underground air space or void created from time to time by the winning working getting and carrying away of the Minerals together with the following rights ("the Mineral Rights") for the Transferor and all those so authorised at all times

(a) by entry onto any part of the surface of the Property to search for and carry out tests to establish the existence quantity and location of any of the Minerals and any like mines quarries minerals and mineral substances within upon or under any adjacent or other lands and

(b) by entry onto any part of the Property by underground workings only to win work get and carry away any of the Minerals and any like mines quarries minerals and mineral substances within upon or under any adjacent or other lands

the Mineral Rights not to include (for the avoidance of doubt) the right to withdraw vertical and lateral support from any buildings or works now erected or hereafter erected thereon and the Mineral Rights at all times being conditional on the Transferor or the persons exercising the Mineral Rights:

This official copy is incomplete without the preceding notes page.

(i) giving reasonable prior notice to the Transferee prior to exercising the Mineral Rights; and

(ii) causing the minimum practicable disturbance to the Transferee and the Property; and

(iii) paying to the Transferee reasonable compensation for or in respect of any injury or damage that may be sustained by the Transferee arising from the exercise of the Mineral Rights such compensation to be agreed between the parties or in default of agreement by a single arbitrator to be agreed between them or in default of agreement by the President for the time being of the Royal Institution of Chartered Surveyors on the application of either of them and any such arbitration shall so far as applicable be governed by the provisions of the Arbitration Act 1996

Transferee's Restrictive Covenants

11.4 The Transferee covenants with the Transferor to the intent that this covenant may run with and bind the Property and each and every part thereof and to the intent that the benefit thereof may be annexed to and run with each and every part of the Retained Land for the time being remaining unsold or sold or transferred with the express benefit of this covenant as follows:

(a) Not to do or permit to be done upon the Property or any part thereof or in or on any buildings or structures at any time standing thereon anything which shall or may be or grow to be in any way a nuisance annoyance or disturbance to the Transferor or their lessees under-lessees tenants or occupiers of any property in the neighbourhood

(b) Not to erect any buildings on the Property or any part thereof or carry out any works on the Property or any part thereof without:

(i) previously submitting detailed plans block plans sections designs elevations and (if required by the Surveyors) specifications of the buildings or works to the Surveyors

(ii) obtaining the Surveyors' approval

(iii) complying with such conditions as the Surveyors shall deem it necessary to impose and

(iv) paying the Surveyors' reasonable fees and costs (and an amount equal to Value Added Tax thereon) for examining the same whether or not the same be approved

This official copy is incomplete without the preceding notes page.

APPENDIX A

Transferee's Positive Covenants

11.5 The Transferee covenants with the Transferor for the benefit of the Retained Land and so as to bind the Property and each and every part thereof into whosesoever hands the same may come as follows:

11.5.1 By way of indemnity only at all times from the date of this Transfer to comply with any covenants conditions and provisions insofar as they relate to or affect the Property and insofar as they are still subsisting and capable of being enforced and to indemnify the Transferor and the Transferor's estates and effects against all actions proceedings damages costs claims liabilities expenses and demands arising out of any failure to do so and any actions proceedings damages costs claims liabilities expenses and demands arising from the Property's status as a village green including any claims from any third parties as a result of encroachment on any subsisting third party rights

11.5.2 At all times to maintain and use the Property as a village green

11.5.3 On any disposal of the Property or on the granting of any mortgage or charge of the Property (other than to a bank or building society licensed to take deposits in England and Wales by the Financial Services Authority) to procure that the person in whose favour the disposal mortgage or charge (as the case may be) is made enters into a deed of covenant with the Transferor to observe and perform the covenants contained in this Transfer and to pay the Transferor's reasonable costs incurred in connection with the said deed of covenant

Declaration

11.6 The Transferor and the Transferee hereby apply for the registration of the following restriction in Form L of Schedule 4 to the Land Registration Rules 2003 in the proprietorship register of the registered title to the Property:

"No disposition of the registered estate by the proprietor of the registered estate or by the proprietor of any registered charge is to be registered without a certificate signed by the Church Commissioners for England of Church House Great Smith Street London SW1P 3AZ or by their conveyancer that the provisions of Clause 11.5.3 of a transfer dated 21 December 2010 made between the Church Commissioners for England (1) and Melbourn Parish Council (2) have been complied with"

Environment

11.7.1 In this clause the following words have the following meanings:

This official copy is incomplete without the preceding notes page.

"Environment" means environment as defined in Section 1(2) of the Environment Protection Act 1990

"Hazardous Substance" means any natural or artificial substance (whether in solid or liquid form or in the form of a gas or vapour and whether alone or in combination with any other substance) which is capable of causing harm to persons or any other living organism or damaging any part of the Environment or public health or welfare

"Guidance" means DEFRA Circular 01/2006 Environmental Protection Act 1990: Part 2A Contaminated Land September 2006

11.7.2 The Transferee covenants with the Transferor as follows:

(a) Not to make any claim against the Transferor in relation to any Hazardous Substance in the Property or arising from the past or present use of the Property (including the discharge of untreated or inadequately treated sewage) nor to take any step which is likely to lead to the imposition of any liability on any of them relating to any such Hazardous Substance

(b) To indemnify and keep the Transferor and any successor indemnified against all and any actions judgments penalties damages losses costs claims expenses liabilities and demands wholly or partly arising from or consequent upon the condition of the Property the previous use of the Property and/or any Hazardous Substance in the Property at the date of this Transfer

11.7.3 The Transferee acknowledges and confirms that the Purchase Price takes account of the condition of the Property and that the Transferee is solely responsible for carrying out any necessary remediation works

11.7.4 The Transferee and the Transferor agree that any liability under Part IIA of the Environmental Protection Act 1990 in respect of existing contamination of the Property is apportioned solely to the Transferee pursuant to paragraph 9.48 of the Guidance

Charities Act 1993

11.8.1 The Property is held by the Church Commissioners a non-exempt charity and this Transfer is not one falling within paragraph (a) (aa) (b) or (c) of section 36(9) of the Charities Act 1993 so that the restrictions on disposition imposed by section 36 of that Act apply to the Property and

11.8.2 The members of the Board of Governors of the Church Commissioners being the persons who have the general control and management of its administration certify that they have the power under the provisions establishing it as

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a charity and regulating its purposes and administration to effect this disposition and that they have complied with the provisions of section 36 of the Charities Act 1993 so far as applicable to this disposition

The transferor must execute this transfer as a deed using the space opposite. If there is more than one transferor, all must execute. Forms of execution are given in Schedule 9 to the Land Registration Rules 2003. If the transfer contains transferee's covenants or declarations or contains an application by the transferee (such as for a restriction), it must also be executed by the transferee.

12 Execution

IN WITNESS whereof the parties hereto have executed this instrument as a Deed on the date first before written

EXECUTED as a DEED by the affixing of the COMMON SEAL of the CHURCH COMMISSIONERS FOR ENGLAND in the presence of:

[redacted]

Authenticating Officer



The certification given above by the members of the Board of Governors of the Church Commissioners is given on their behalf by

[redacted]

and

[redacted]

being two members of the said Board under a general authority conferred on them under the provisions of section 82 of the Charities Act 1993

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APPENDIX

SIGNED and delivered as a deed)
by the above named)
MELBOURN PARISH COUNCIL)
acting by two members of the Council)
duly authorised by resolution)
in the presence of:-)

[redacted]

[redacted]

AVRIL DAPHNE MELLOR
93 BEECHWOOD AVENUE, MELBOURN
PARISH CLERK

WARNING
If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

Failure to complete this form with proper care may result in a loss of protection under the Land Registration Act 2002 if, as a result, a mistake is made in the register.

Under section 66 of the Land Registration Act 2002 most documents (including this form) kept by the registrar relating to an application to the registrar or referred to in the register are open to public inspection and copying. If you believe a document contains prejudicial information, you may apply for that part of the document to be made exempt using Form EX1, under rule 136 of the Land Registration Rules 2003.

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SMITHSGORE

PLAN



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Promap

APPENDIX A

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APPENDIX B

24 March 2026
PD/28/RC

Philippa Treadgold MRICS FAAV
E: philippa.treadgold@savills.com
M: 07525 631753

Stuart House
St John's Street
Peterborough PE1 5DD
savills.com

Abi Williams
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
Cambridgeshire
SG8 6DZ

Dear Abi

Church Commissioners - Ely Estate
Old Recreation Ground – Plan Approval

Further to our previous email correspondence and you sending across the plans, I hereby enclose the approved plans relating to the extension at the above property.

I confirm one set of approved plans has been retained for our files.

I trust you will the above to be in order, however if you have any questions please do not hesitate to contact me.

Yours sincerely

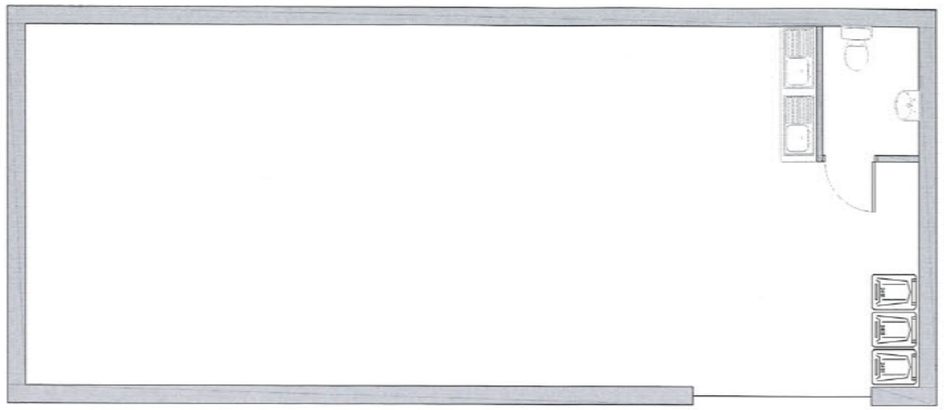
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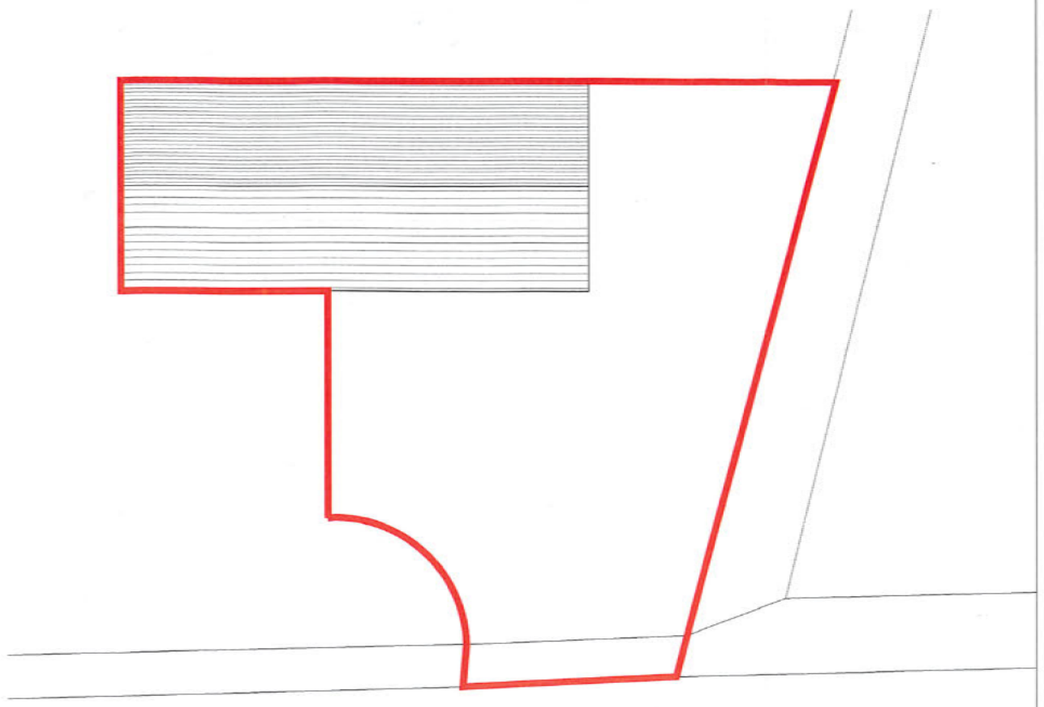
Associate Director

Offices and associates throughout the Americas, Europe, Asia Pacific, Africa and the Middle East.

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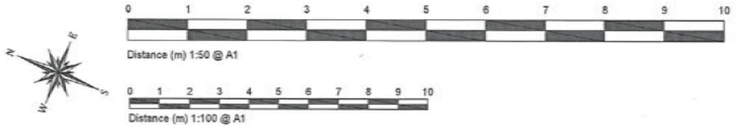
APPENDIX B





THE MOOR

Roof & Site Plan (1:100 @ A3)

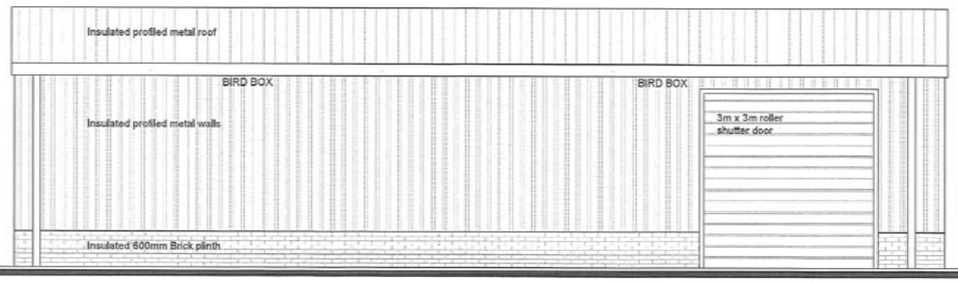


APPROVED on behalf of the CHURCH COMMISSIONERS

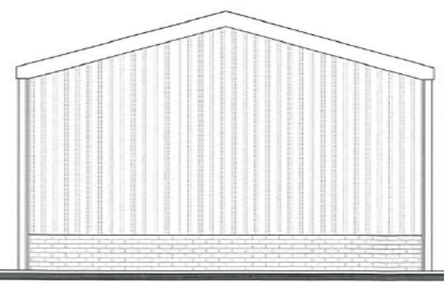
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24/3/2026

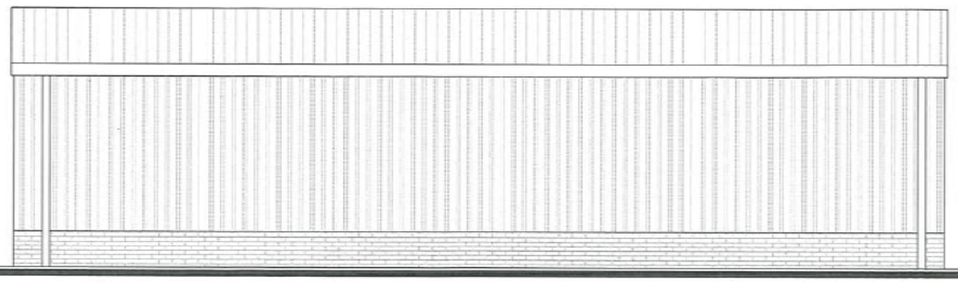
Any approval of this plan is not to confer rights to light over adjoining properties. SAVILLS (UK) LTD



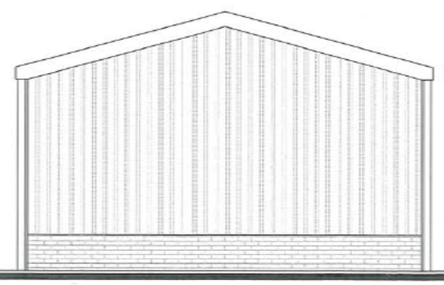
South West Elevation



South East Elevation



North East Elevation



North West Elevation

This scheme is subject to Town Planning and all other necessary consents. Dimensions, areas and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site, do not scale. This drawing is to be read in conjunction with all relevant consultants' and/or specialists' drawings / documents and any discrepancies or variations are to be notified to the architects before the affected work commences. All queries relating to design of foundations, floor slabs and any structural elements are to be referred to the structural engineering consultant for resolution. All feasibility studies are subject to full site survey.

The workmanship of all relevant trades and building operations shall comply with the recommendations of British Standard (BS) 8000:1989 parts 1-15 inclusive.

All design and construction is to be in accordance with the Construction, Design and Management Regulations 2015.

Existing buildings remain unsurveyed.

Revisions:

PLANNING

client: 1st Orwell Scouts

project: Scout storage hut

address: Melbourn

drawing: Proposed

drwg no.	rev
1360.P.01	A
scale: 1:50 @ A1	date: March '23

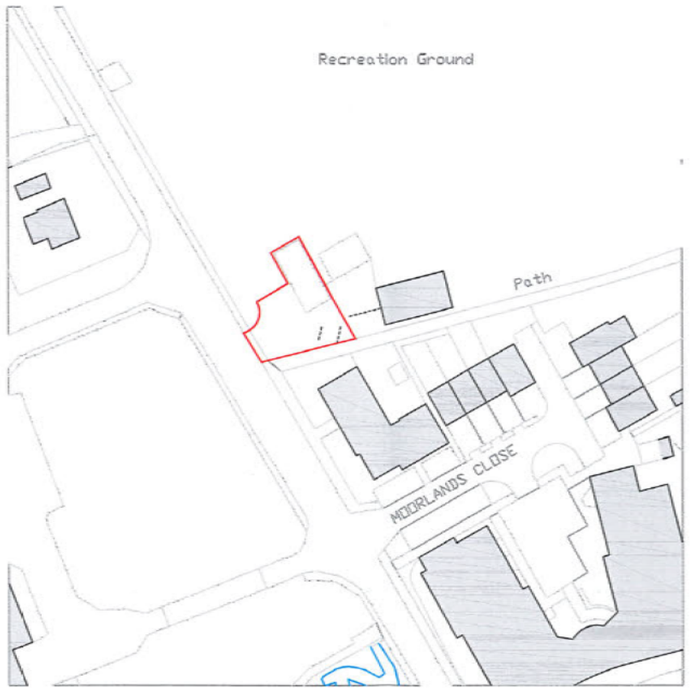
GooseArchitects Ltd.

Studio 18
23 King Street
Cambridge
CB1 1AH

RIBA

tel: 01223 967979
e-mail: info@goosearchitects.co.uk
web: www.goosearchitects.co.uk

APPENDIX B



0 10 20 30 40 50 100

Distance (m)

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APPROVED on behalf of the CHURCH COMMISSIONERS

[redacted]

24/3/2026

Any approval of this plan is not to confer rights to light over adjoining properties.
SAVILLS (UK) LTD

This scheme is subject to Town Planning and all other necessary consents. Dimensions, areas and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site, do not scale. This drawing is to be read in conjunction with all relevant consultants' and/or specialists' drawings / documents and any discrepancies or variations are to be notified to the architects before the affected work commences. All queries relating to design of foundations, floor slabs and any structural elements are to be referred to the structural engineering consultant for resolution. All feasibility studies are subject to full site survey.

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Existing buildings remain unsurveyed.

Revisions:

SURVEY

client: 1st Orwell Scout Group

project: Scout Hut

address: The Moor, Melbourn Royston

drawing: Site Location

dwg no.	rev
1360.SU.00	A
scale: 1:1250 @ A3	date: March '24

GooseArchitects Ltd.

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23 King Street
Cambridge
CB1 1AH

RIBA

tel: 01223 967979
e-mail: info@goosearchitects.co.uk
web: www.goosearchitects.co.uk

APPENDIX C

hcrlaw

INTERIM STATUTE INVOICE

Invoice To:

Melbourn Parish Council
30 High Street
Melbourn
Cambridgeshire
SG8 6DZ

By Email:

parishclerk@melbournparishcouncil.gov.uk

50-60 Station Road
Cambridge
CB1 2JH
Tel: 01223 461 155
Fax: 01223 280 290
www.hcrlaw.com

Date of Issue and Tax Point	29/07/2026	**Invoice Number**	318672
VAT Registration Number	GB 162 0818 26	**Client Reference**	
Standard Terms	On 1st Presentation	**Our Reference**	MT03.MEL0123-0028.CK

Invoice	Costs	Disbursements	VAT	VAT Rate
Re: Lease of storage facility to 1st Orwell Scouts				
FOR OUR PROFESSIONAL CHARGES in relation to work undertaken in connection with the above matter.	£750.00		£150.00	20%
Disbursements Please see attached for details including VAT rates		£28.00	£5.60	
	£750.00	£28.00		£155.60

Payment to be made to the following Sterling account:

Account name: HCR Legal LLP
Sort Code: **40-47-17**
Account No: **02865432**
Bank name: HSBC UK Bank PLC 6 Broad Street Worcester WR1 3LH United Kingdom
BIC: HBUKGB4109U
IBAN: GB93HBUK40471702865432
Please use **318672** on all correspondence
Please make cheques payable to HCR Legal LLP

Invoice Total	£933.60
Less Funds Received on Account	£0.00
Total due	£933.60

Invoices are payable in full on first presentation unless alternative terms have been agreed.
We may charge interest on any outstanding amounts in accordance with our terms of business
Your attention is drawn to the Notice of Rights overleaf

HCR Legal LLP

For and on behalf of HCR LEGAL LLP

Please click the below link to pay:
https://hcrlaw.legl.com/pay/checkout/?m=MEL0123-0028&i=318672&a=%A3933.60

APPENDIX C

NOTICE OF RIGHTS

1. You may have the right to object to the bill by way of the firm's complaints procedure (a copy of which is available upon request).

2. If you are not satisfied with the outcome following conclusion of our complaints process, you may be entitled to complain to the Legal Ombudsman. Any such referral should be made in writing (usually within 6 months) to the Legal Ombudsman directly. The Legal Ombudsman may be contacted at PO Box 6806, Wolverhampton, WV1 9WJ, web site www.legalombudsman.org.uk, telephone number 0300 5550333, and email enquiries@legalombudsman.org.uk.

3. In addition to the above, if you are not satisfied with the amount of our fee you may also be entitled to have our charges reviewed by the Court by making a claim for an order to assess our costs. The procedure is set out in ss.70, 71 and 72 of the Solicitors Act 1974.

APPENDIX C

Client Invoice Detail
for Invoice Number 318672

Client:	Melbourn Parish Council	**Contact Lawyer**	MT03	Mandy Taylor
Description:	Lease of storage facility to 1st Orwell Scouts			
File No:	MEL0123-0028	**Date of Invoice**	29/07/2026	

Disbursement Detail	Disbursement	VAT	Rate (%)
LAND REGISTRY PRTL OC2 DOCS REF TO (ELEC) CB358895 28/04/2026 Paid 01/05/26 14.00 Chq LA2026019	£14.00	£2.80	20%
LAND REGISTRY PRTL OC1 REG OR PLAN (ELEC) CB358895 28/04/2026 Paid 01/05/26 14.00 Chq LA2026019	£14.00	£2.80	20%
	£28.00	**£5.60**	

*Denote disbursements due, but not yet paid on your behalf.

CS4D trip to Felixstowe





Annual Picnic on the Moor











Melbourn Timebank & Community Report: August & September ‘26

Lunch at Cozy Corner





Community allotment produce for Food Bank

Chair Yoga at Coffee morning







Bingo at Cozy Corner





Craft group



Melbourn Timebank & Community Report: August & September ‘26

Melbourn Community & Timebank Report: August & September ‘26

August & September activities

8	Chair based Yoga sessions at Coffee mornings
2	**Games nights - 15 attendees**
1 1	Will Fuller & Anna Pinter SCDC visited Cozy Corner 14th Sept **Social Prescriber referral**
2	Dementia Friendly Singalongs 14th August & Sept 11th
1	**Referral to Acre Village Agent**
15 17	MACS Cozy Corner sessions MACS Food Bank sessions
1	**Karen Davey PCSO visit to Cozy Corner and referral**
2 1 1	Memory Cafés August 15th - 49 attendee & September 19th – 48 Attendees **CS4D Annual Trip to Felixstowe August 22nd 48 attendees** Summer Picnic with Gymnastics display August 26th – 36 Attendees
8 1	**Coffee mornings** Meeting with Yvonne Herbert Visiting Support Officer SCDC

Regular activities

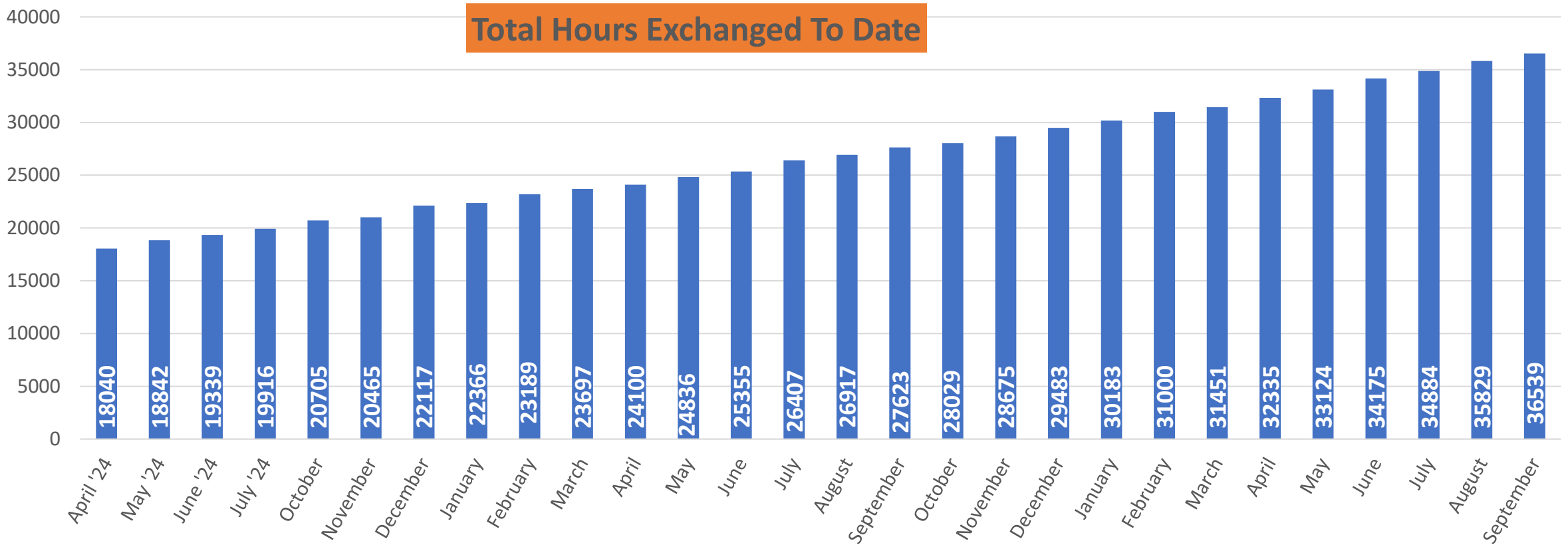
Mondays	Food Bank 9.30-11.30 at The Pavilion & Lunch at 12.00 and Cozy Corner 12-3 with Craft group at Vicarage Close Games nights once per month at The Black Horse
Wednesdays	Wellbeing Walk 10.30 🚶
Thursdays	Coffee Morning 10-12 at Vicarage Close with Yoga every 2 weeks and Food Bank 9.30-11.30 at the Pavilion **and** then Cozy Corner 12-3 at Vicarage Close

Membership growth data: to 28/09/26

	August	September	Conversion	Pipeline
Individual Members	179	179		5
Organisational Members	18	18	-	-

Social Media Engagement Statistics: Facebook

Maximum Reach	Followers	Page views
2120	557	7500



Referrals and other events:

PCSO – 1 referral

Visiting Support officer, 1 referred to and 1 resident referred to Timebank.

8 Wellbeing Walkers received Blood pressure checks at Healthy You session in the Hub

Melbourn Timebank & Community Report: August & September ‘26

Cambridgeshire Community Hubs Network

Activity reporting form for July 2026

Your details

Community Hub name:	Melbourn Cozy Corner
Your name:	Stephanie Trayhurn
Date this form is being submitted:	Thursday 30th July

About your Hub's activities

What activities have you (or other individuals/organisations) provided at your Hub?
Bingo, Lunch, Kurling, Crafts, Digital Champion

Your Hub's operating dates and times during July 2026

Date	Session start time	Session finish time	Estimated number of attendees at this session	Number of volunteers who supported this session
H	12.00	15.00	9	5
Mon 6th (Lunch 10)	12.00	15.00	8	6
Thurs 9th (Lunch 10)	12.00	15.00	9	5
Mon 13th (Lunch 14)	12.00	15.00	12	5
Thurs 16th (Lunch 17)	12.00	15.00	20	5
Mon 20th (Lunch 15)	12.00	15.00	16	6
Mon 27th (Lunch 18)	12.00	15.00	17	5
Thurs 30th (Lunch 5)	12.00	15.00	7	7

Submitting your form

Please email your completed form to Alison Brown, Head of Business Services via alison.brown@cambsacre.org.uk.

Cambridgeshire Community Hubs Network

Activity reporting form for September 2026

Your details

Community Hub name:	Melbourn Cozy Corner
Your name:	Stephanie Trayhurn
Date this form is being submitted:	Monday 28th September

About your Hub's activities

What activities have you (or other individuals/organisations) provided at your Hub?
Games, Crafts, Bingo Lunches on Mondays and Thursdays PCSO Visit Visit from Anti-Poverty team at SCDC, Will Fuller and Anna Pinter **Macmillan fundraising week w/c 28th**

Your Hub's operating dates and times during September 2026

Date	Session start time	Session finish time	Estimated number of attendees at this session	Number of volunteers who supported this session
Thursday 3rd Lunch 8	12.00	15.00	11	4
Monday 7th Lunch 12	12.00	15.00	13	5
Thursday 10th Lunch 9	12.00	15.00	10	5
Monday 14th Lunch 19	12.00	15.00	21	5
Thursday 17th Lunch 14	12.00	15.00	15	5
Monday 21st Lunch 18	12.00	15.00	15	6
Monday 28th Lunch 12	12.00	15.00	12	5

Expenses Claim Form

Page _____ of _____

Please ensure you are authorised to incur the specific expenses before making any claim

Name: Stephanie Traynum

Address: .....

Mileage Claims to be claimed at the appropriate rate in line with current HMRC guidance

Date	To	From	Purpose of Visit	Total Miles
			Total Miles	
			Rate per Mile £	
			TOTAL of MILEAGE claimed on this sheet £	

Other Expenses

Date	Description	Amount (£)
17/08/26	Meeting at the Hub	£7.50
19/08/26	Meeting at the Hub	£6.10
19/08/26	Meeting at the Hub	£30.25
	TOTAL of OTHER EXPENSES claimed on this sheet £	43.85

TOTAL EXPENSES CLAIMED ON THIS SHEET £	43.85

Please ensure you provide and attach receipts for all expenses other than mileage

Signature of Claimant: [redacted] Date: 19/8/26

Authorised by: [redacted] Date: 23/8/26

NOTE: Continue on a second numbered sheet if necessary



THE MELBOURN HUB
COMMUNITY CENTRE
30 HIGH STREET, MELBOURN
CAMBS, 01763 263303

SARAH
MONDAY 17 AUGUST 2026
REG
Terminal-01
10:55 222311

ORDER NO: 25
TABLE NO: 22
COVERS 1

2 HOT DRINKS £3.35
Open Table 22

2 No
TOTAL £3.35
CREDIT CARD £3.35

RATE NET TAX
T1 VAT @ 20% £2.79 £0.56

VAT No 276 1365 90

Thank you for visiting us
Please come again

THE MELBOURN HUB
COMMUNITY CENTRE
30 HIGH STREET, MELBOURN
CAMBS, 01763 263303

SARAH
MONDAY 17 AUGUST 2026
REG
Terminal-01
10:52 222309

ORDER NO: 23
TABLE NO: 22
COVERS 1

1 ICED CARAMEL LATTE £4.15
Open Table 22

1 No
TOTAL £4.15
CREDIT CARD £4.15

RATE NET TAX
T1 VAT @ 20% £3.46 £0.69

VAT No 276 1365 90

Thank you for visiting us
Please come again

0010826

Expenditure Authorisation

Date: 19108126

Account code: 4070

Budget code: 100

PC 300926

Signature:

THE MELBOURN HUB
COMMUNITY CENTRE
30 HIGH STREET, MELBOURN
CAMBS, 01763 263303

JANE H REG Terminal-01
WEDNESDAY 19 AUGUST 2026 08:56 222507

==========

ORDER NO: 4
TABLE NO: 6
COVERS 2

==========

2	HOT DRINKS	
	Open Table	£6.10
		6

TOTAL 2 No
CREDIT CARD **£6.10**
£6.10

RATE	NET	TAX
T1 VAT @ 20%	£5.08	£1.02

VAT No 276 1365 90

Thank you for visiting us
Please come again

Expenditure Authorisation
Date: 190826
Account code: 4070
Budget code: 100
PC 300926
Signature:

THE MELBOURN HUB
COMMUNITY CENTRE
30 HIGH STREET, MELBOURN
CAMBS, 01763 263303

HAYLEY REG Terminal-01
WEDNESDAY 19 AUGUST 2026 09:05 222508

==========

ORDER NO: 5
TABLE NO: 5
COVERS 3

==========

	OPEN TABLE NO:	5
1	BEANS ON TOAST	£3.25
	Panini	
	Error Corr	
-1	Panini	£0.00
1	POT OF TEA	£2.75
1	FULL BREAKFAST	£9.95
	Brown Bread	
	Fried Egg	
1	HUBBUCCINO	£3.35
1	POT OF TEA	£2.75
	Make it Decaf!	
1	Misc Food	£4.95
1	BEANS ON TOAST	£3.25
	Make Gluten Free!!	
	11 No	
	TOTAL	**£30.25**
	CREDIT CARD	£30.25

RATE	NET	TAX
T1 VAT @ 20%	£7.37	£1.48
T2 VAT (food) @ 20%	£17.83	£3.57

VAT No 276 1365 90

Thank you for visiting us
Please come again

Expenditure Authorisation

Date: 190826
Account code: 4070
Budget code: 100
PC 300926
Signature:

Proposal to Support a Community Screening of the National Emergency Briefing

Background The *National Emergency Briefing* has been developed as a public information initiative to ensure that communities across the UK have access to a clear and accessible explanation of the challenges associated with climate and nature breakdown, and the opportunities available to respond positively. It has been specifically designed for screening within local communities.

As local councils, we have responsibilities towards the wellbeing of our communities, stewardship of public assets, and support for future generations. Providing residents with an opportunity to view and discuss the film aligns with these responsibilities.

Purpose This proposal seeks the support of Parish Councils in the local area and County and District Councillors for a community screening of the *National Emergency Briefing*, a public information film that aims to provide an accessible overview of the climate and nature crisis facing the UK. The purpose is to encourage community members and groups to develop their own plans to tackle the issues addressed in the film with the support of their Parish Council. https://www.nebriefing.org/the-film

The intention is not to promote any political position, but to provide residents with an opportunity to engage with an important issue, hear evidence-based information, and encourage constructive discussion about local action and resilience.

Proposal

It is proposed that:

1. Parish Councils across the area work collaboratively to support a local screening of the *National Emergency Briefing*. Current interest from Melbourn, Meldreth & Fowlmere.
2. Local County and District Councillors be invited to host the event.
3. A suitable public venue be secured, accessible to residents from across the area. It is proposed that the Melbourn Community Hub could be approached to run the event.
4. The screening should be followed by a facilitated discussion focusing on:
    - Local impacts and opportunities.
    - Community resilience.
    - Practical actions that residents, organisations and councils can take.
    - Existing local initiatives and partnerships.
5. The event be promoted jointly through council communications, community organisations, schools, businesses and local networks.

Benefits

Supporting a community screening would:

- Increase awareness and understanding of issues that will affect local communities in the years ahead.
- Encourage civic participation and informed discussion.
- Provide residents with an opportunity to ask questions and explore potential local responses.

- Strengthen collaboration between parish councils, county councillors, community groups and residents.

Requested Support

We ask Parish Councils to:

- Endorse the principle of a community screening.
- Assist with promotion through council communication channels.
- Consider a modest contribution towards venue or event costs where appropriate.
- Encourage councillors to attend and participate.

We ask County and District Councillors to:

- Host, support and help champion the event.
- Assist in securing a suitable venue.
- Host and attend the screening and lead community discussion.
- Encourage wider participation from local stakeholders and partner organisations.

Conclusion

The National Emergency Briefing offers an opportunity for residents, councillors and community organisations to come together, learn, discuss and consider positive local responses to the challenges and opportunities facing our communities. By supporting a collaborative screening event, local councils can help foster informed public engagement and strengthen community resilience for the future.

Consideration

This Council supports the principle of organising a local community screening of the National Emergency Briefing and agrees to work with neighbouring parish councils and county and district councillors to facilitate and promote the event for the benefit of residents.

PC093 2627b) Allotment Clearance

Background

Relinquished plots in unrentable condition and in need of clearance.

Options considered by Maintenance Committee – no cost saving options available at this time.

Quote received for clearance of one plot – additional plot now requires bindweed removal.

Following on from our site visits we are quoting for the 2 jobs at the allotments. Plot [redacted] as we discussed is going to be expensive for one plot but unfortunately there is no other way than getting a large skip for the debris. Remove all debris to skip that we will have at our yard rather than on the path, remove the wire on the surface of the boundary to avoud any trip hazards, spray the whole plot off & clear vegetation away.

Total £1080.00 x Vat

On request to quote for clearing the bindweed on second plot the contractor has offered a goodwill gesture of treating the bindweed on acceptance of the clearance quote as above.

Consideration

Council to consider approving quote for clearance to ensure plots are in rentable condition.

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

Abi Williams, Clerk
Alex Coxall, Deputy Clerk
parishclerk@melbournparishcouncil.gov.uk
01763 263303, ext 3
melbournparishcouncil.gov.uk

MELBOURN PARISH COUNCIL – MAYD JOINT COMMITTEE
(District of South Cambridgeshire)

A meeting of the MAYD Joint Committee was held on Friday 7 August 2026 at 2pm in the Austen Room of the Community Hub, 30 High Street, Melbourn, Cambridgeshire SG8 6DZ

Present: Cllrs Barnes, Clark, Davey, Garner (Meldreth Parish Council), Kyprianou (Chair), Pankhurst (Shepreth Parish Council)
Absent:
In attendance: Abi Williams (Clerk), Shelley Coulman (Mix Music (MM)), District Cllr Hart (South Cambridgeshire District Council), Cllr Bostanci (Cambridgeshire County Council), Alan Webb (The Connections Bus Project), Kathy Shaw (Community Coordinator (Youth – South Cambs for Cambridgeshire County Council))

MINUTES: MAYD JOINT COMMITTEE

Meeting started 14:02

MAYD01/2627 To receive nominations and elect the Chair of the MAYD Joint Committee.

Nominations were received for Cllr Kyprianou to be elected Chair of the MAYD Joint Committee.
No other nominations were received.
It was RESOLVED to elect Cllr Kyprianou as Chair of the MAYD Joint Committee.
Proposed by Cllr Clark, seconded by Cllr Davey. All in favour.

MAYD02/2627 To receive nominations and elect the Vice Chair of the MAYD Joint Committee.

Nominations were received for Cllr Garner to be elected Vice Chair of the MAYD Joint Committee.
No other nominations were received.
It was RESOLVED to elect Cllr Garner as Vice Chair of the MAYD Joint Committee.
Proposed by Cllr Pankhurst, seconded by Cllr Davey. All in favour.

MAYD03/2627 To receive any apologies for absence.

Apologies received from Cllr Campbell with acceptable reasons.
It was RESOLVED to accept apologies of absence from Cllr Campbell.
Proposed by Cllr Barnes, seconded by Cllr Clark. All in favour.

MAYD04/2627 To receive any declarations of pecuniary or non-pecuniary interests and reasons from members of the Joint Committee on any item on the agenda.

None received.

MAYD05/2627 To consider approving the Minutes of the Meeting held on 5 February 2026

Correction to item MAYD15/2526 noted – incorrect allocation of votes noted on draft version – Cllr Pankhurst abstained from Chair vote and not Vice Chair vote.
It was RESOLVED to approve the minutes of the meeting held on 5 February 2026 as an accurate record, noting correction as stated.
Proposed by Cllr Davey, seconded by Cllr Barnes. All in favour.

County Cllr Bostanci joined the meeting 14:06

MAYD06/2627 To confirm current members of committee and consider signing agreements as required.

Committee members confirmed – both Meldreth and Shepreth happy to proceed with one member each at this time. Agreements signed.

Alan Webb of The Connections Bus Project joined the meeting 14:17

MAYD07/2627 To receive report of previous actions and consider any actions.

A verbal and written report was received.
Concern around behaviour attributed to the Connections Bus discussed – further meeting to be held with Melbourn Sports Centre and Melbourn Village College to assess the best course of action. It was noted that the Futures Working Party would progress the project to add ‘multigoals’ to public spaces and look at suitable planting to improve the areas.

Signed…… Date……

The Clerk noted meetings that had been attended, the huge success of the Generation Game course provided by The Connections Bus Project, positive interactions at the Melbourn Fete and the opportunity of the Firebreak Course and Babysitting Course. ACTION: Office to gather information about the Firebreak Course, including possibility of joint funding through Community Safety Partnership and share with Committee and schools. *A copy of the report is included in the supporting documents for this meeting.*

It was RESOLVED to proceed with the offer from The Connections Bus Project to host a Babysitting Course in Melbourn from September 2026 at a cost of £1,637.
Proposed by Cllr Pankhurst, seconded by Cllr Clark. All in favour.

MAYD08/2627 To receive the MAYD accounts and consider any actions.

To review spend on suggested projects the accounts were considered during agenda item MAYD07/2627.
The accounts were received. Funds remain healthy with opportunities to provide additional services discussed. No application for Community Grant Funding suggested at this time.

MAYD09/2627 To receive introduction of Communities Service, Cambridgeshire County Council by Kathy Shaw.

Kathy Shaw provided a verbal introduction to the committee of the services and work that the Communities Service undertake. Kathy spoke of the work we have been doing to access Melbourn and areas needs and how they can support us through signposting opportunities for service providers, training and support in communicating with the schools. More information can be found here: https://www.cambridgeshire.gov.uk/council/communities/communities-service

MAYD10/2627 To receive update on the Connections Bus project and consider any actions.

Alan Webb provided a verbal update.
Alan shared the termly and annual update from The Connections Bus Project. It was noted that the service supports up to 105 local young people – offering a safe space, information, entertainment and interventions as required. Cllrs commented on the important service that is being provided for our young people and offered thanks to the team. ACTION: Connections Bus to provide breakdown of locations for attendees. ACTION: Office and stakeholders to discuss possibility of bus parking moving / running youth service from pavilion.

MAYD11/2627 To receive update on the MixMusic(MM) project and consider any actions.

Shelley Coulman provided a verbal update.
MM continue to provide service for several young people – sessions and opportunities reduce over the holiday periods. Availability of the Youth Community Coordinator is essential for MM to continue to support local young people. Funds are available for an event that needs to be arranged.

MAYD12/2627 To update on strategic review of Melbourn assets.

A strategic review of Melbourn community assets was completed in July and will be reported to Full Council in September.

MAYD13/2627 To update on Community Coordinator (Youth) role for Melbourn Parish Council and consider any actions.

A request to stall the advertising of the role until Cllrs reviewed was noted. Cllrs reviewed the previously approved job specification and agreed to proceed with advertising the role due to the obvious need for action. The Job will be limited to a three-year fixed term initially with the role specifications being confirmed during this time.
Proposed by Cllr Clark, seconded by Cllr Pankhurst. All in favour.

MAYD14/2627 To accept notices and matters for the future agendas.

Cllr Clark noted interest in proceeding with the Youth Council. County Cllr Bostanci noted that Melbourn Village College had introduced a Youth Council and should help align with the Youth Parish Council. ACTION: Office/Cllrs to contact both College and Primary schools to progress.

MAYD15/2627 To confirm the date of the next meeting.
Proposed Friday 20 November, 2pm

It was noted that the date of the next meeting is proposed as 20 November 2026 – confirmation to be sent prior to the meeting date.

Meeting closed 15:03

Signed…… Date……

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

Abi Williams, Clerk
Alex Coxall, Deputy Clerk
parishclerk@melbournparishcouncil.gov.uk
01763 263303, ext 3
melbournparishcouncil.gov.uk

MELBOURN PARISH COUNCIL – MAYD JOINT COMMITTEE
(District of South Cambridgeshire)

A meeting of the MAYD Joint Committee was held on Thursday 5 February 2026 at 7.30pm in the Austen Room of the Community Hub, 30 High Street, Melbourn, Cambridgeshire SG8 6DZ

Present: Cllrs Barnes, Davey, Pankhurst (Shepreth Parish Council), Kyprianou
Absent:
In attendance: Abi Williams (Clerk), Shelley Coulman (Mix Music(MM)), Jason Coulman (Mix Music), District Cllr Hart (South Cambridgeshire District Council)

Meeting started 19:30

MAYD15/2526 To receive nominations and elect the Chair of the MAYD Joint Committee.

Nominations were received for Cllr Kyprianou to be elected Chair of the MAYD Joint Committee.
No other nominations were received.
It was RESOLVED to elect Cllr Kyprianou as Chair of the MAYD Joint Committee.
Proposed by Cllr Davey, seconded by Cllr Barnes.
For: Cllrs Barnes, Davey, Kyprianou
Against:
Abstain: Cllr Pankhurst
Nominations were received for Cllr Garner to be elected Vice Chair of the MAYD Joint Committee.
No other nominations were received.
It was RESOLVED to elect Cllr Garner as Vice Chair of the MAYD Joint Committee.
Proposed by Cllr Davey, seconded by Cllr Barnes. All in favour.

Shelley and Jason Coulman, Mix Music joined the meeting 19:32

MAYD16/2526 To receive any apologies for absence.

Apologies received from Cllrs Clark and Garner and County Cllr Bostanci all with acceptable reasons.
It was RESOLVED to accept apologies of absence from Cllrs Clark and Garner and County Cllr Bostanci.
Proposed by Cllr Barnes, seconded by Cllr Davey. All in favour.

MAYD17/2526 To receive any declarations of pecuniary or non-pecuniary interests and reasons from members of the Joint Committee on any item on the agenda.

None received.

MAYD18/2526 To consider approving the Minutes of the Meeting held on 20 November 2025.

It was RESOLVED to approve the minutes of the meeting held on 20 November 2025 as an accurate record.
Proposed by Cllr Pankhurst, seconded by Cllr Davey. All in favour.

MAYD19/2526 Report on actions from or after the meeting held on 20 November 2025.

A verbal and written report was received.
Action to promote the Connections Bus to other parishes were recorded.
The Clerk noted meetings with the South Cambs Youth Forum and Practical Solutions Group indicated support from Cambridgeshire County Council and Melbourn Village College, among other agencies, in the development of youth provision in the area. Clerk and Cllrs to continue momentum with project to address the needs of young people in and around the area. *A copy of the report is included in the supporting documents for this meeting.*

MAYD20/2526 To confirm current members of committee.

Latest committee membership list was shared. ACTION: Cllrs to be confirmed at next Full Council meeting – new members recruited if required.

MAYD21/2526 To receive the MAYD accounts.

The accounts were received. Funds remain healthy due to underspend on Connections Bus.

MAYD22/2526 To receive update on the Connections Bus project.

The Connections Bus project provided a term report. ACTION: Connections Bus to provide flyers to allow other areas to advertise the service. It was noted that Cllr Garner was applying for a contribution from Meldreth Parish Council towards costs.

MAYD23/2526 To receive update on the Mix Music DJ project.

A verbal report was provided by Mix Music.
It was noted that the DJ Workshops continue to provide support for up to 10 young people.
Summer festival project is looking for support from the Melbourn Fete to combine the events.
Meeting with Fete committee arranged. ACTION: MM to look at targeted funding for SEN activities.

MAYD24/2526 To consider actions and project scope related to motion to support commitment to understanding our community by progressing with a project to review assets with a view to develop and improve resources for younger people (PC156/2526).

It was decided to accept the offer from Cambridgeshire County Council (CCC) Communities team through South Cambs Youth Forum to look at Melbourn Parish assets and activities and identify gaps in youth provision.
It was RESOLVED to recommend to Full Council to proceed with parish wide strategic review as laid out in the quote from Council HR and Governance Support to produce an all-encompassing strategic review – using the CCC youth specific review as supporting documentation.
Proposed by Cllr Barnes, seconded by Cllr Davey. All in favour.

MAYD25/2526 To consider approval of job specification for Community Coordinator to join Melbourn Parish Council.

It was RESOLVED to recommend the job specification as written to Full Council for review.
Proposed by Cllr Davey, seconded by Cllr Barnes. All in favour.

MAYD26/2526 To accept notices and matters for the future agendas.

Cllr Davey raised the idea of providing a multigoal (football / cricket) on an area of Parish owned land in the village. ACTION: Office to look at costs and land suitability and report to committee.

MAYD27/2526 To confirm the date of the next meeting.

Date to be confirmed when timeline for CCC report is known. ACTION: Office to communicate to committee and book meeting.

Meeting closed 20:21

Signed…… Date……

MAYD06/2627

Joint Committee Members

Extract from MAYD Joint Committee ToRs

This joint committee will consist of ***representatives from the participating Parish Councils*** *at the time and* ***representatives from principal authorities****. In the event that a parish council withdraws from the MAYD Agreement, membership of the joint committee shall be made up of representatives from participating parish councils at the time.*

There will be up to ***5 councillors from Melbourn*** *and up to* ***2 each from the other participating councils****.* ***The Chair, appointed at the first meeting, must be a Melbourn parish councillor****. In the event of a vacancy by death, resignation or from any other cause other than the expiration of the term for which the member was appointed, the committee will co-opt new members drawn from the council from which the vacancy has originated. Majority voting will apply for all decisions, the Chair having a second and casting vote in the event of a tie.*

Melbourn	**Meldreth**	**Shepreth**	**District / County**
Cllr Barnes	Cllr Garner	Cllr Pankhurst	District Cllr Hart
Cllr Campbell	*VACANCY*	*VACANCY*	County Cllr Bostanci
Cllr Clark			
Cllr Davey			
Cllr Kyprianou			

TERMS OF REFERENCE FOR

MAYD JOINT COMMITTEE

1. MAYD is a joint committee (as defined in the Local Government Act, 1972 s101(5)) consisting of serving parish councillors from Melbourn, Meldreth and Shepreth Parish Councils.

2. This joint committee will consist of representatives from the participating Parish Councils at the time and representatives from principal authorities. In the event that a parish council withdraws from the MAYD Agreement, membership of the joint committee shall be made up of representatives from participating parish councils at the time.

3. The joint committee shall operate under the following Terms of Reference:-

(a) **NAME:** The joint committee will be known as Melbourn Area Youth Development (MAYD)

(b) **PURPOSE:** To provide activities for young people up to the age of 19 in order to promote their well-being and development delivered through structured youth work provided by qualified youth workers.

(c) **AUTHORITY:** There will be up to 5 councillors from Melbourn and up to 2 each from the other participating councils. The Chair, appointed at the first meeting, must be a Melbourn parish councillor. In the event of a vacancy by death, resignation or from any other cause other than the expiration of the term for which the member was appointed, the committee will co-opt new members drawn from the council from which the vacancy has originated. Majority voting will apply for all decisions, the Chair having a second and casting vote in the event of a tie.

(d) **FINANCE:** The joint committee will be financed by contributions from each of the participating authorities, as provided for in LGA, 1972 s103. The money is to be held by Melbourn Parish Council for the exclusive use of MAYD. Melbourn Parish Council will invoice participating parish councils annually for their agreed contribution. Contributions to MAYD may be precepted by participating parish councils or secured through other funding sources. See Financial Agreement attached as Appendix 1.

(e) **MAYD/PARISH COUNCILS' AGREEMENT:** The relationship between the participating councils and between the committee and the youth service providers will be governed by the MAYD/Parish Councils' Agreement attached as Appendix 2.

Appendix 1

MAYD / Parish Councils' Financial Agreement

Agreement between MAYD (Melbourn Area Youth Development) funding partners:

Melbourn Parish Council, Meldreth Parish Council and Shepreth Parish Council.

Background

1. MAYD was established in 2010 at the initiative of the aforementioned Parish Councils. Its aim is to provide youth recreational services for young people aged 11-18 from the parishes of Melbourn, Meldreth and Shepreth. Attendance of the youth activities is not exclusive to young people from the group villages, any activity is open to all young people.

2. MAYD is a joint committee resulting from the collaborative approach to the provision of youth recreational services by the member parish councils.

Financial arrangements

3. MAYD's activities are financed through an annual contribution made by each of the parish councils named in this agreement.

4. Contributions for funding will be reviewed annually based on the previous year's attendance such that funding is distributed as equitably as possible. Where there has been a gap in delivery of the service, contributions will be based on the most recent attendance figures available.

5. Melbourn Parish Council holds a dedicated account to receive and administer these funds.

6. Any funds unspent which have not been utilised for the purpose agreed can be ringfenced to fund future sessions or items such as materials for activities and/or to improve the facilities for the benefit of youth club.

Melbourn Parish Council Councillor _____ Date: _____

Meldreth Parish Council _____ Date: _____

Councillor

Shepreth Parish Council _____ Date: _____

Councillor

MAYD _____ Date: _____

Chair

Melbourn Area Youth Development (MAYD)

c/o Melbourn Parish Council

November 2025

Appendix 2

MAYD / Parish Councils' Agreement

Agreement between MAYD (Melbourn Area Youth Development) funding partners: Melbourn Parish Council, Meldreth Parish Council and Shepreth Parish Council.

Background

1. MAYD was established in 2010 at the initiative of the aforementioned Parish Councils. Its aim is to provide youth recreational services for young people aged 11-18 from the parishes of Melbourn, Meldreth and Shepreth. Attendance of the youth activities is not exclusive to young people from the group villages, the club is open to all young people.
2. MAYD is a voluntary community organisation resulting from the collaborative approach to the provision of youth recreational services by the member parish councils.

Financial arrangements

3. MAYD's activities are financed through an annual contribution awarded by each of the parish councils named in this agreement.

4. Contributions for funding will be reviewed annually based on the previous year's attendance such that funding is distributed as equitably as possible. Where there has been a gap in delivery of the service, contributions will be based on the most recent available attendance figures.

5. Melbourn Parish Council holds a dedicated account to receive and administer these funds.

6. Any funds unspent which have not been utilised for the purpose agreed can be ringfenced to fund items such as materials for activities and/or items to improve youth facilities..

Governance arrangements

7. The activities of MAYD will be overseen by a joint committee comprised of parish councillors from the participating parish councils, and District and County Councillors, or a non-councillor but authorised by their designated member representative. The group will be chaired by a Melbourn Parish Councillor as the over-arching Council with the fiscal responsibility. The vice chair can be drawn from the remaining group.

8. The Parish Clerk for Melbourn will provide the secretariat for this joint committee.

9. At the invitation of the joint committee, representatives from parish/town councils or other organisations who are not signatories to this agreement may attend

meetings of the MAYD Joint Committee.

10. The joint committee will endeavour to meet at least quarterly and the minutes disseminated to participating parish councils via the Parish Clerk for Melbourn.

11. Complaints regarding any element of this agreement or the service provided through this agreement are to be directed to the joint committee via the secretariat.

12. A member parish council, should it choose to withdraw from this agreement, should provide the joint committee with at least six months' notice prior to the annual renewal date of 1 April.

13. Following the departure of a member parish council the remaining membersof the joint committee will determine the future of the partnership and reframe this agreement accordingly.

Safeguarding

14. In order to ensure the safety of its client group MAYD will be bound by the safeguarding procedures of Melbourn Parish Council, which are:

- appropriate to MAYD's work
- reviewed annually
- ensure a rigorous recruitment and selection process is in place for staff and volunteers
- involved in MAYD activities who work with children and young people, and shall include the checking of criminal records via the Disclosure and Barring Service (DBS) and the taking up references. DPS will be carried out every 3 years.
- statutory or best practice guidance will be followed on appropriate ratios of staff or volunteers to children or young people
- child protection and health and safety training or guidance for staff or volunteers will be provided
- activities will be risk assessed as appropriate
- appropriate insurance cover will be in place
- Or it will be ensured that any third-party contractor hired to deliver youth recreational services on its behalf complies with these requirements

Service Delivery/ Function on MAYD

- To provide Governance, resolving any issues raised from any source
- To set Aims of any youth provision
- To receive and discuss any service provider's assessment of whether the programs are meeting the aims.
- To review performance of the appointed service provider against agreed programs and other criteria

- To finance the activities of youth provision adequately
- To promote the activities of youth provision and encourage participation from the local communities

15. Any additional service provision must be agreed and separately funded by the parish councils via the MAYD joint committee.

Term of the agreement

16. This agreement shall run from November 2025 to November 2028.

Melbourn Parish Council
Councillors _____ Date:

Meldreth Parish Council
Councillors _____ Date:

Shepreth Parish Council
Councillors _____ Date:

MAYD Chair _____ Date:

Melbourn Area Youth Development (MAYD)
c/o Melbourn Parish Council
November 2025

Report on actions from 5 February 2026

MAYD22/2526 **Connection Bus Project**
Contribution from Meldreth Parish Council received with thanks.
It was noted that flyers should be provided to other villages advertising the Tuesday night visits to Melbourn Village College – this has not been actioned. MPC asked MVC to advertise the offering but due to ongoing complaints and the risk of losing the parking area flyers have not been requested. A meeting with the school and talks with Connections Bus to look at alternative provision is needed to address the issues.

MAYD24/2526 **Review of assets**
Continued to work with Cambridgeshire County Council Communities team to look at opportunities to develop the youth offering.
MPC agreed to proceed with a strategic review of assets to report on possible improvements/actions. The review has been undertaken, and the report will be presented to Full Council in September.

MAYD25/2526 **Community Coordinator**
Job spec approved by MPC.
Delay in advertising the role due to information gathering by Cllrs.
Action is needed to progress.

MAYD26/2526 **Multigoals**
MPC Futures Working Party investigating the installation of multigoals on public land.
Possibility of utilising s106 funding for public open space.

Activities since February

25 February 2026 **South Cambs Youth Forum (Histon)**
Cllr Kyprianou and Clerk attended.

15 April 2026 **Melbourn Village College – introduction session.**
Multi agency introductions to Melbourn Village College.

April – June **Generation Game Course** (provided by Connections Bus)
https://www.connectionsbusproject.org.uk/courses

This is a tailor made course to help you gain a basic level of knowledge, understanding and learning to be an excellent visitor to the elderly. look at and discuss topics such as how to be a good visitor to the elderly; what it's like to live with dementia; how we can help people who live in care homes; how similar/different our hobbies and interests are compared with an older person.

See report attached (Appendix A).

20 May 2026 **Practical Solutions Group**

Clerk and Cllrs attended Practical Solutions Group at Melbourn Village College. Topics included:

- Interest in Youth Council.
  MPC to progress with project involving MPS and MVC.

- Concern over youths accessing the railway line.
  Community Rail Partnership offered information sharing via assemblies.

- Concern raised over misuse of Melbourn Sports Centre (Connections bus).
  Ongoing discussion over future of Connections Bus.

- Road safety around Primary School – potential 'school street' and implementation of LHI project.
  Ongoing discussions with Cambridgeshire County Council to look at the impact on the LHI project (Meeting booked for 17 August 2026).

- Increase in ASB including false 999 calls and fire incidents, Evidence of fire-setting by a student shared with school/police.
  MPC to promote how to report incidents.

13 June 2026	**Melbourn Fete** Youth engagement focus – see report attached (Appendix B).
7 July 2026	**South Cambs Youth Forum (SSYI)** Clerk attended.
14 July 2026	**Involving Young People (webinar)** Clerk attended.

Future considerations

Firebreak Course **https://www.cambsfire.gov.uk/community-safety/children-young-people-and-education/firebreak/**

Promoted by Cllrs Hart and Bostanci**.**

The intervention course offers a unique opportunity for participants to engage with operational firefighters who are given additional training to become Firebreak Instructors. As positive role models they support the participants and help them to build positive and trusting relationships. The course culminates at the end of the week with a pass out parade where participants demonstrate their practical achievements and are awarded their certification in front of invited guests and dignitaries.

Through the Firebreak approach, individuals who may be struggling to achieve within the traditional education framework benefit from the opportunity to develop the skills and knowledge they need to succeed. By challenging themselves in this supportive environment, participants can develop skills around team work and relationship building, focusing on reaching their potential and becoming an active and contributing member of their community.

- Referrals must be made by those working with young people.
- Would need input from College or Primary School and Connections Bus.
- Cost £5,000 (possible 50% funding available)

Connections Bus Babysitting Course **https://www.connectionsbusproject.org.uk/courses**

A tailor-made course to help you gain a basic level of knowledge, understanding and learning in looking after other people's children (babysitting). As well as offering practical and hands-on experience, you will complete a portfolio of your work and receive a certificate on successful completion of the course, including Basic First Aid.

Connections Bus have offered to run the 10 week course in Melbourn from September at the cost of £1637.40.

APPENDIX A

THE GENERATION GAME
HELPING TO BUILD RELATIONSHIPS ACROSS THE GENERATIONS

The Evelyn Trust
Better Health

THE CONNECTIONS BUS PROJECT



Tuesday 23rd June 2026

The Generation Game Team Visit to Melbourn Springs Care Home

Despite it being one of the hottest days of the year, and with many other activities cancelled at Melbourn Springs, The Generation Game Team remained committed to their visit. Their willingness to attend and spend time with residents demonstrated dedication, compassion, and a genuine desire to connect with others.

Before entering the care home, the young people met to discuss how they were feeling and to prepare for their conversations with residents. Everyone expressed excitement about meeting new people and making a positive contribution to the residents' day. Students considered ways to begin conversations, including asking residents about their day, their interests and hobbies, introducing themselves, and even discussing the exceptionally hot weather.

A range of resources had been prepared to support interaction, including chess, word searches, conversation bags, puzzles, Connect 4, Uno, card-making materials and scratch art activities. Students hoped to learn more about residents' lives and experiences, develop their communication skills with older people, and bring enjoyment and companionship to those living at the care home.

On arrival, some residents were completing a puzzle and playing Scrabble. Students quickly joined in, helping with the puzzle, keeping score, and striking up conversations. Others pulled up chairs alongside residents in the lounge, engaging in meaningful discussions and sharing stories.

The group spent approximately 40 minutes socialising in the lounge before joining residents for tea in the dining room. Students were warmly welcomed and offered sandwiches, crisps, drinks and, for some, a hot meal. Sharing a meal together provided an excellent opportunity for further conversation and relationship-building.

The impact of the visit was evident in the smiles, laughter and positive atmosphere throughout the afternoon. Both residents and students clearly enjoyed the experience, and many expressed a strong desire for future visits. Several students were so inspired by the experience that they are now considering completing the volunteering section of their Duke of Edinburgh Bronze Award at Melbourn Springs.

Student Reflections

What did students enjoy most?

- Meeting new people.
- Talking with residents and learning about their lives.
- Hearing stories and memories from the past.
- Sharing a meal with residents.

How did students feel?

- "Very comfortable and inspired."
- "Happy – really happy we did it. It was fun!"
- "Amazing!"

APPENDIX A

What did students learn?

Students learned that:

- People of different generations often have common interests.
- Everyone has unique life experiences and stories to tell.
- It is important to respect and value older people's experiences.
- Some residents stay in care homes for respite rather than permanent care.
- Family, childhood experiences and careers play an important role in shaping people's lives.
- Listening carefully and communicating respectfully are essential skills.

Challenges

Students identified several challenges, including:

- Hearing residents who spoke quietly.
- Maintaining conversations when communication was difficult.
- Adapting their communication styles to different individuals.
- Speaking French with one resident!
- Leaving at the end of the visit because they had enjoyed it so much.

Skills Developed

Throughout the visit, students demonstrated and developed:

- Communication
- Active listening
- Patience
- Confidence
- Kindness
- Empathy
- Teamwork

What surprised students?

- How welcoming and talkative the residents were.
- How easy it was to start conversations.
- The strong connections that developed in a short time.
- The delicious food provided by the care home!

Looking Ahead

By the end of the visit, every student reported feeling more confident when interacting with older people. The experience highlighted the value of intergenerational connections and the positive impact that simple acts of companionship can have on wellbeing. The team is already looking forward to returning to Melbourn Springs and hopes to spend time with residents in Memory Lane during a future visit, further developing their understanding of dementia care and strengthening relationships within the community.

The overwhelming message from both residents and students was clear: this was a memorable and rewarding experience, and everyone is eager for the next visit.







APPENDIX A


















APPENDIX B

PC042 2627b) Youth voice – Melbourn Fete



At the recent Melbourn Fete the Parish Council stand posed two questions to the young people that stopped by (the offer of a lucky dip sweet helped!!). The youth in our community shared some great ideas.



The questions have been shared on social media and we will continue to collect responses – this information will be shared with the Communities Team at Cambridgeshire County Council who are helping us look at how we can make our community more welcoming to young people and offer them services and activities that will engage and inspire them.

On the day I was so impressed with the thoughtful responses given by our young people – often thinking of the wider community before their direct needs!

PC042 2627b) Youth voice – Melbourn Fete



What do like about living in Melbourn?
Youngsters struggled with this one – they knew what they wanted but most were not so sure about what makes Melbourn great.

Responses (votes)

- The Park / Clear Crescent Park (10)
- The River Mel (4)
- The Community / friendly people / the people (4)
- The Moor (3)
- The space (2)
- The Co-op (2)
- The Premier shop (2)
- Football pitch (2)
- Village Fete
- School
- Stockbridge Meadows
- The Hub
- The village



What would you like to have in the village?
Some brillaint ideas – some easier to deliver than others but a great starting point fot the Council to work out how to support our young people.

Responses (votes)

- A café for kids / bakers / ice cream shop (11)
- A splash park / water squirters (6)
- Youth club / space to go / a safe space (6)
- Pump track (5)
- Skate park (5)
- Traffic warden (4)
- More parks / Multi sports area / football pitches (4)
- Boxing Club (2)
- Sensory garden (2)
- No pot holes (2)
- Police station / person (2)
- Wider pavements (2)
- Stadium
- A gymnastics club
- A lollypop person
- More bike racks
- DJ booth
- Tescos
- Public toillets
- History club
- Scavenger hunts around the village
- Sainsburys
- More buses
- Tree house
- Gym
- Cat show
- Community litter pick days
- More gathering of the community

Mayd - Reserve to support the provision of youth services in the the village and surrounding

MAYD accounts at 31st July 2026

Date	Amount	Description	Provision
01/04/2026	17,913.19	Balance B/Fwd	MAYD
21/05/2026	6,500.00	2026/27 Precept	
09/06/2026	(2,196.00)	Connections Bus	CB

£22,217.19

Items not yet paid/received:

£0.00

£22,217.19 Forecast balance

Breakdown of balance at 31 July 2026

Ringfenced		
Ringfenced	**£658.10**	MM Equipment 4K agreed remaining balance
Ringfenced	**£364.28**	MM CBF £5,479 Given per cashflow
General	**£21,194.81**	
	£22,217.19	

connectionsbusproject.org.uk

Melbourn Termly Report

April to July 2026

Youth Services

There have been 13 sessions run this term, and we have seen 105 young people.

Age	11	12	13	14	15	16	17	18+
Number Female		5	12	24	9	4		
Number Male		3	8	19	14	4	2	1

Week Commencing	Number	Notes
13 Apr	38	A busy evening with lots of coming and going, enjoying food and chatting with the youth workers about school, relationships, hair colours, making up after arguments, medical condition and effect on sleeping, parents arguing at football training. Some one-to-ones about vaping and use of snus. Visit from Parish Councillor.
20 Apr	40	busy session including some new members from Generation Game. All a bit wild and had to be told to calm down and to clear up litter. Enjoyed Toastie wraps. Conversations about problem with emetophobia and seeking medical help, self-harm, seeking support for mental health.
27 Apr	47	Again, very busy session with waffle making popular. Some YP appeared to be under the influence of a substance, kept them safe and made sure they left with others. Conversations about a fight over the weekend, care plan reviewed and support offered at school. One-to-ones: 1. trouble with peers at school, possibly being followed at school, disappointed by lack of action from school but not wanting parent to know or support from us – gave advice. 2. YP admitted to carrying razor blades with intent to harm themselves later, emergency services were called and followed up with call to parents – YP went home with support of friend and parents grateful for call, ambulance said they would probably call in at home anyway.
04 May	46	Busy session enjoying toast and noodles and playing football and tabletop games. Some did craft and several did the sun awareness quiz. Conversations about feeling faint, career choices, volunteering, parent meeting at school and possible mental health referral, home life (not good), relationship struggles. Had to confiscate alcohol from group of males.
11 May	38	Sunny evening enjoying biscuit decorating and toast plus lots of singing along to music, and boys a bit rowdy. Also played some tabletop games. Conversations about starting counselling worries, family situation, difficulties with siblings, issue with treatment by other girls at school.
18 May	36	calmer session this week with pasta being very popular along with nail painting and facials. 2 YP appeared to be under the influence of something and had been seen vaping outside earlier, kept a safety eye on them and they left with friends. Conversations about school wanting to take family issue further, favouritism at home, sharing bedroom issues, bedtimes.
25 May		Half-term
01 Jun	26	Muggy session with football rounders, games, and social time on/off the bus. Conversations included friendship issues, social media incidents, health concerns, and hospital treatment delays. Some young people are fundraising for a dementia charity.
08 Jun	33	Lively session with good attendance, several new sign-ups and strong engagement with activities and refreshments. Conversations focused on

		education, future career plans and employment opportunities, with young people discussing GCSEs, college aspirations and work experience. Staff managed some concerns around smoking and vaping, responding appropriately. A welfare concern regarding a young person not attending the session was discussed, and it was subsequently confirmed that they had returned home safely with family support.
15 Jun	38	Very warm, busy session. Free food enjoyed. A few new members. Some yp appeared to be 'stoned' on arrival. Sports Centre staff visited to request yp not to use their facilities (on-going issue). Safe relationships, sibling rivalry and parental response to fighting at home. Worry for a female who has ongoing health issues – but parents aware. Father day cards and quiz completed.
22 Jun	30	Very hot and sunny. YP's on and off all evening, PlayStation used alongside yw, concerns for mental health welfare of yp, holidays, red balloon, MVC, medications and how they make you feel, yp feeling upset with dad who makes excuses not to host them on the agreed day each week – yp believe dad has a new girlfriend. Chatted through safe sex with a couple.
29 Jun	37	Warm, dry evening, many enjoyed the fruit salad on offer. Conversations about school, cadets, party at weekend, nasty things being said and leading to a fight at school, being bipolar and on medication, Facebook post referring to the young people and who was involved, being drunk, homelife, not being at school, not wanting to take medication as does not like, sexual relationships and precautions, stick n poke tattoo and dangers (advised blood test). Finishing mocks.
06 Jul	25	Dry and very hot evening. Vice principle from school came on to get managers contact details due apparently to an incident last week after the session involving long blade knife – this did not involve YP from the youth bus. Also said that Snus had been offered to someone. Youth workers have previously warned young people about having or using this. One-to-one about seeming under the influence of drugs and general warnings. Conversations about physical contact with others, leaving college and working for Dad.
13 Jul	28	Warm evening enjoying ice creams! Long one-to-one following request from parent: ADHD diagnosis, not in school, difficulties at home – appropriate referrals have been made. Other conversations about being adopted, being grounded due to carrying Snus, struggles with school, autism diagnosis, use of weed and dangers.

connectionsbusproject.org.uk

Melbourn Termly Report

January to March 2026

Youth Services

There have been 8 sessions run this term, and we have seen 79 young people.

Age	11	12	13	14	15	16	17	18+
Number Female		3	5	17	7	6		
Number Male		2		18	14	6	1	

Week Commencing	Number	Notes
05 Jan	15	Very cold and wet so stayed on bus more. Enjoyed games consoles, doing the quiz and chatting. Conversations about young person who had been drunk before Christmas who was not allowed to come tonight because serious issue with his drinking, also about school, Christmas and reminder about not using inappropriate language. YP with additional needs seemed to be enjoying session but then had falling out with parent and staff supported both in trying to alleviate tensions.
12 Jan	26	A busy evening with lots of drama between different groups needing to be monitored. But enjoyed biscuit decorating, listening to music and computers games. Conversations about relationships (some upset about being rejected), drinking alcohol at weekends (obtained from 15 year old in Cambridge!), inappropriate comments to each other, not having eaten because of broken oven.
19 Jan	23	Busy session with cheesy nachos and dips on offer! Lots of chats about the weekend (YP down rec drinking), trying to get drunk. One-to-one conversations about CAMHS assessment with potential diagnosis, bad relationship experience (possible safeguarding follow-up being reviewed).
26 Jan		cancelled, no driver
02 Feb		cancelled, no driver
09 Feb	26	busy session with wet weather. Enjoyed having waffles and using the usual equipment. Conversations about mock exams, relationships, food. One-to-one follow-up on relationship issue, no one in danger of harm. Also about psychosis diagnosis being downgraded to bad anxiety.
16 Feb		Half-term
23 Feb	42	busy session with a few new rowdier ones, had to monitor some behaviour but used all the usual activities and equipment. Some important one-to-ones tonight, follow-up on possible safeguarding concern regarding previous relationship (additional information given by YP meant referral to police) and concern over use of self-harm require contact with parent. Also another conversation about being bullied at school that will be followed up next time.
02 Mar	15	bus not operational last minute so staff visited and spoke to young people that arrived to explain. Good conversations about surprise that bus wasn't working, getting safely home, follow-up on issues from last week, spam texts, mock exam results and future plans.
09 Mar	45	a busy session with lots of conversations about school, relationships, mock results, vaping, piercings, activities with explorers, being controlling. One-to-one about referral regarding abuse (happy that police now aware but concerned about what might happen).
16 Mar	35	Nachos were thoroughly enjoyed! Bit of squabbling with larger group outside (staff attended and helped disperse). Most of time taken with this and then some one-to-ones about being mistreated by boys and situations have been

		reported to police. Also visit from CCC Youth Team surveying young people about activities for them in the area.
23 Mar	32	busy rowdy session with some issues around litter. Had to spend most of session helping to resolve relationships and friendship issues. Also conversations about appropriate language, respect for others, avoiding gossip.

THE CONNECTIONS BUS PROJECT

YOUNG PEOPLE'S USER SURVEY

May 2026

Survey of young people using the charity's youth facilities in 17 communities across Cambridgeshire



207 young people completed a survey in one of our youth work sessions from 11-22 May 2026.

Of those that completed the gender question, 40% identified as female, 57% as male and 3% identified as other. This is a switch from last year when more attendees identified as female.

The majority of our attendees are aged 12 to 13 years olds (65%) as we see the young people getting older and staying with us.

Attendance

100% of young people said they enjoy coming to our youth clubs and buses.

95% of young people said they attended every or fortnightly sessions

56% said that the youth clubs/buses are the only youth activities that they attend (a slight increase to previous years).

Safety

98% of young people said that they feel safe attending our sessions.

10% of young people said bullying was problem at our sessions. This represents 25 young people However, only 3 of these said that they feel safe, and all said that they enjoy coming. Our Youth workers continue to keep a close eye on behaviour at our sessions and challenge any form of bullying.

Outcomes

97% of young people said that our youth workers are approachable and easy to talk to.

87% of young people said that attending helped to improve their mental health and wellbeing (a slight increase on last year).

An additional question was included in villages where we replaced the youth buses with a building-based session while we waited for the new buses. This asked if the young people preferred the building or bus sessions. 7% said building and 93% said bus.

The 2026 survey shows that The Connections Bus Project is highly valued, trusted, and enjoyed by young people across Cambridgeshire. The service provides a safe, supportive environment with strong relationships between staff and young people.

Finally, the young people were asked about the biggest issues facing young people today, with the top 3 being: Bullying, Vaping, Drugs/Alcohol.

Full Survey Results

Number of Surveys Completed

Age	11	12	13	14	15	16	17	None	Total
Burwell	2	3	6	1	0	0	0	0	12
Cottenham	0	5	1	0	0	0	0	1	7
Eversden	0	3	0	0	0	0	0	0	3
Fenstanton	1	6	2	4	1	0	0	0	14
Gamlingay	3	7	1	0	0	0	0	7	18
Girton	3	4	0	0	0	0	0	0	7
Haddenham	1	2	1	0	1	0	0	0	5
Haslingfield	4	7	0	0	0	0	0	0	11
Histon	2	2	8	1	0	0	0	1	13
Melbourn	0	3	11	11	5	0	0	1	30
Milton	0	3	3	0	0	0	0	3	9
Oakington	1	5	0	0	1	0	0	2	9
Sawtry	1	5	6	3	0	0	3	5	23
Soham	0	0	1	0	0	0	0	0	1
Somersham	0	1	1	1	0	0	0	2	5
Warboys	2	4	6	4	0	0	0	0	16
Willingham	0	10	3	10	0	0	0	1	24
Total	20	70	50	35	8	0	3	23	207

Gender	Female	Male	Other	Not completed
Burwell	3	7	0	2
Cottenham	0	7	0	0
Eversden	1	0	1	1
Fenstanton	1	13	0	0
Gamlingay	5	6	0	7
Girton	7	0	0	0
Haddenham	3	2	0	0
Haslingfield	9	2	0	0
Histon	5	8	0	1
Melbourn	14	17	0	1
Milton	2	4	0	3
Oakington	6	3	0	0
Sawtry	5	13	0	5
Soham	1	0	0	0
Somersham	0	3	0	3
Warboys	4	11	1	0
Willingham	10	11	2	0
Total	76	107	4	23

How regularly do you come to the youth club/bus?

	2026	2025	2024	2023
Every session	85%	75%	83%	72%
Fortnightly	10%	21%	11%	24%
Once a month	1%	2%	4%	4%
Less	4%	2%	2%	1%

70 young people did not answer this question

The youth club/bus is the only youth activity or club I attend?

	2026	2025	2024	2023
Yes	56%	52%	54%	52%
No	44%	48%	46%	48%

76 young people did not answer this question

I enjoy coming to the youth club/bus.

	2026	2025	2024	2023
Yes	95%	96%	94%	93%
Sort of	5%	4%	6%	7%
Not really	0%	0%	0%	0%
No	0%	0%	0%	0%

I feel safe at the youth club/bus.

	2026	2025	2024	2023
Yes	86%	88%	82%	85%
Sort of	12%	10%	17%	12%
Not really	1%	1%	1%	3%
No	1%	1%	0%	0%

2 young people did not answer this question

Bullying is a problem at the youth club/bus.

	2026	2025	2024	2023
Yes	5%	2%	5%	8%
Sort of	5%	4%	10%	7%
Not really	16%	17%	16%	11%
No	74%	76%	69%	74%

The youth workers are approachable and easy to talk to.

	2026.	2025	2024	2023
Yes	87%	87%	83%	84%
Sort of	10%	12%	12%	12%
Not really	2%	0.5%	1%	2%
No	1%	1%	4%	2%

4 young people did not answer this question

I use the youth club/bus as a source of information about things (vapes, mental wellbeing, careers, drugs, alcohol and other topics).

	2026	2025	2024	2023
Yes	15%	10%	7%	12%
Sort of	21%	18%	17%	11%
Not really	36%	33%	30%	33%
No	28%	39%	46%	44%

2 young people did not answer this question

I believe attending youth club/bus improves my mental health and wellbeing.

	2026	2025	2024	2023
Yes	43%	35%	36%	43%
Sort of	44%	49%	41%	34%
Not really	8%	12%	16%	15%
No	5%	4%	7%	8%

6 young people did not answer this question

I have talked to youth workers about something personal (family, friends, relationships, school, bullying, mental health, futures or any other topic).

	2026	2025	2024	2023
Yes	24%	17%	20%	19%
Sort of	18%	13%	10%	8%
Not really	19%	19%	20%	18%
No	33%	48%	47%	55%
Not applicable	6%	3%	3%	

Conversations about personal issues with youth workers have helped me.

	2026	2025	2024	2023
Yes	43%	49%	51%	50%
Sort of	31%	42%	29%	32%
Not really	16%	5%	14%	11%
No	10%	3%	6%	7%

This is only those that said they had had a conversation (yes or sort of)

What is the biggest issue facing young people today.

Most common issues raised were

1. Bullying
2. Vaping
3. Drugs / alcohol (older groups)
4. Peer pressure
5. Mental health
6. Social media pressure
7. Boys being annoying / behaviour issues
8. Judgement / exclusion / prejudice
9. School stress

Are there any activities you would like at the youth club/bus sessions?

The requests cluster into clear categories:

Sports & physical activities

- Football (by far the most common)
- Dodgeball / benchball
- Outdoor activities
- Badminton
- Ping pong
- Rackets / rockets
- Volleyball

Creative activities

- Art supplies
- Free drawing
- Crocheting
- Knitting
- Badge making
- Slime making
- Painting
- Sticker making

Competitions & games

- Gaming competitions
- Escape room challenge
- Talent shows
- Quiz nights
- Murder mystery
- Switch games
- Pool / snooker
- Sim drifting

Food-based

- Pizza
- Doughnuts
- Dr Pepper
- “More food”

Social events

- Disco
- Movie night
- Hanging out with friends

Extra Comments when asked about things to improve the service

“I think it’s good already” - Fenstanton
“I think it’s great” - Burwell
“It is perfect” - Burwell
“More of what we already do” - Sawtry
“Like it as it is” - Sawtry
“No, it’s great already” - Cottenham



MIX MUSIC





WHAT WE'VE BEEN UP TO

We have continued to run our regular Monday night sessions, which are still going strong. Although we have lost a couple of attendees this year, we have potentially gained a new starter, which is encouraging.

We are also currently looking at introducing sessions for younger children, with half-hour sessions planned for one term as an initial trial.

Over the past year, we have provided a range of exciting opportunities for the young people involved. Last year, we organised an outing to the We DJ Expo in London, which was an amazing experience. One of our DJs got to perform at Kool FM.

In December, we took the group ice skating in Cambridge for our Christmas outing, which was a great success.

In addition, we delivered three Day Discos for MACS, and we are planning to do the same again this year.



We have many ideas for the future of the project. We had planned to organise a music event following the village fete in June. However, due to a particularly busy start to the year for us personally, and as the project is currently run by just the two of us, we have decided to postpone this until summer 2027. This will allow us to dedicate the time, effort and funding required to organise the event properly and to work more closely with the fete organisers from an earlier stage.

We both give our time on a voluntary basis and are very happy to do so. We are coming into our 4th year of running the sessions and supporting young people in the village.

The start of this year has been a little slower than usual, with many of our regular attendees currently focusing on their GCSE studies. We also tend to find that attendance naturally slows during the winter months, although participation consistently increases again as the year progresses.


Pioneer DJ




beyerdynamic


Pioneer DJ



Looking ahead, we remain very hopeful that the youth community organiser may become available to help strengthen and expand youth provision in the village and support us with what we need in order to gain access in the schools. In the meantime, we will continue to run our sessions and provide this positive opportunity for young people in the community.

Discussion document for Community Coordinator job spec – youth focus

Job Role:	Community Coordinator (Youth)
Hours:	Between 10 and 25 (Initial three-year fixed contract with option to make permanent if initiative is successful)
Responsible to:	Clerk / MAYD Joint Committee
Job Purpose:	To be responsible for the development, funding, delivery and review of activities and projects aimed at young people in Melbourn. To build positive and supportive relationships with young people and help them fulfil their potential. Developing and implementing strategies to secure funding to allow Council to deliver projects and services, reducing the burden on local taxpayers.
Salary:	SCP 14 - 19 (£15.31 - £16.52) depending on experience

Key Activities:

- Research the needs and gaps for youth provision in the area – build a plan and work with Council to develop strategy for delivery.
- Researching and applying for grants and funding.
- Recruiting, training, and supporting volunteers and service providers.
- Developing marketing materials and raising awareness of council initiatives.
- Maintaining accurate records providing timely reports to committee and full council.
- To lead the development of specific programmes of youth work aimed at promoting and ensuring the personal and social educational needs of young people are identified and met.
- Manage, co-ordinate and support sessional youth work staff and volunteers.
- Work with Community Coordinator to develop and deliver community wide activities and projects that have the potential to benefit all.
- Support other community initiatives and identify ways in which these could benefit young people in the area.
- Provide support to other team members as needed.

Discussion document for Community Coordinator job spec – youth focus

Personal specification

You are an ambitious individual that is looking to make change for good – investigating and experimenting with activities to better the opportunities for young people in the area. You are not fazed by BIG projects and can promote the end goal to bring stakeholders on the journey with you. You work well in a team and will collaborate to ensure the best result across the community. Your strengths will include:

- A strong desire to improve the opportunities of young people in our community.
- Demonstrable experience in managing successful fundraising projects and meeting targets in a not-for-profit organisation.
- Experience or knowledge of grant applications.
- Creating and delivering successful campaigns.
- Budget management.
- Delivery of a building project would be preferred but not essential.
- Strong organisational and time-management abilities.
- Ability to work independently, be self-motivated, and manage a varied workload.
- A passion for the local community.
- Creativity and entrepreneurial approach to finding new funding opportunities.
- Empathetic and professional approach to engaging with diverse stakeholders across the community.
- Adaptability and resilience to work under pressure.
- A flexible approach to working hours, including occasional evenings and weekends for events.
- A successful Disclosure and Barring Service (DBS) check will be required.
- Experience of practical youth work – delivering successful activities – desired but not essential.
- Knowledge of safeguarding and child protection procedures (full training will be given as required).
- Willingness to undertake relevant personal development.

National Association of Local Councils

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24 August 2026

2026-27 NATIONAL SALARY AWARD

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1 April 2026. Employers are encouraged to implement this pay award as swiftly as possible.

Backpay for employees who have left employment since 1 April 2026. If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2026 to the employee's last day of employment.

The attached Annex lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These should be retrospectively applied from 1 April 2026.

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ANNEX 1

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
1	*Deleted w e f 1st April 2023*				Below LC Scale (for staff other than clerks)
2	£24,413	£12.65	Deleted w e f 1st April 2026		
3	£24,796	£12.85	£25,614	£13.28	
4	£25,185	£13.05	£26,016	£13.48	
5	£25,583	£13.26	£26,427	£13.70	
5	£25,583	£13.26	£26,427	£13.70	LC1 (5-6) (below substantive range)
6	£25,989	£13.47	£26,847	£13.92	
7	£26,403	£13.69	£27,274	£14.14	LC1 (7-12) (substantive benchmark range)
8	£26,824	£13.90	£27,709	£14.36	
9	£27,254	£14.13	£28,153	£14.59	
10	£27,694	£14.35	£28,608	£14.83	
11	£28,142	£14.59	£29,071	£15.07	
12	£28,598	£14.82	£29,542	£15.31	

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	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
13	£29,064	£15.06	£30,023	£15.56	LC1 (13-17) (above substantive range)
14	£29,540	£15.31	£30,515	£15.82	
15	£30,024	£15.56	£31,015	£16.08	
16	£30,518	£15.82	£31,525	£16.34	
17	£31,022	£16.08	£32,046	£16.61	
18	£31,537	£16.35	£32,578	£16.89	LC2 (18-23) (below substantive range)
19	£32,061	£16.62	£33,119	£17.17	
20	£32,597	£16.90	£33,673	£17.45	
21	£33,143	£17.18	£34,237	£17.75	
22	£33,699	£17.47	£34,811	£18.04	
23	£34,434	£17.85	£35,570	£18.44	
24	£35,412	£18.35	£36,581	£18.96	LC2 (24-28) (substantive benchmark range)
25	£36,363	£18.85	£37,563	£19.47	
26	£37,280	£19.32	£38,510	£19.96	
27	£38,220	£19.81	£39,481	£20.46	
28	£39,152	£20.29	£40,444	£20.96	
29	£39,862	£20.66	£41,177	£21.34	LC2 (29-32) (above substantive benchmark range)
30	£40,777	£21.14	£42,123	£21.83	
31	£41,771	£21.65	£43,149	£22.37	
32	£42,839	£22.20	£44,253	£22.94	
33	£44,075	£22.85	£45,529	£23.60	LC3 (33-36) (below substantive range)
34	£45,091	£23.37	£46,579	£24.14	
35	£46,142	£23.92	£47,665	£24.71	
36	£47,181	£24.46	£48,738	£25.26	
37	£48,226	£25.00	£49,817	£25.82	LC3 (37-41) (substantive benchmark range)
38	£49,282	£25.54	£50,908	£26.39	
39	£50,269	£26.06	£51,928	£26.92	
40	£51,356	£26.62	£53,051	£27.50	
41	£52,413	£27.17	£54,143	£28.06	
42	£53,460	£27.71	£55,224	£28.62	LC3 (42-45) (above substantive benchmark range)
43	£54,495	£28.25	£56,293	£29.18	
44	£55,801	£28.92	£57,642	£29.88	

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	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
45	£57,139	£29.62	£59,025	£30.59	
46	£58,523	£30.33	£60,454	£31.33	LC4 (46-49) (below substantive range)
47	£59,922	£31.06	£61,899	£32.08	
48	£61,198	£31.72	£63,218	£32.77	
49	£62,852	£32.58	£64,926	£33.65	
50	£64,373	£33.37	£66,497	£34.47	LC4 (50-54) (substantive benchmark range)
51	£65,925	£34.17	£68,101	£35.30	
52	£68,053	£35.27	£70,299	£36.44	
53	£70,176	£36.37	£72,492	£37.57	
54	£72,307	£37.48	£74,693	£38.72	
55	£74,454	£38.59	£76,911	£39.86	LC4 (55-62) (above substantive benchmark range)
56	£76,572	£39.69	£79,099	£41.00	
57	£78,718	£40.80	£81,316	£42.15	
58	£80,821	£41.89	£83,488	£43.27	
59	£82,815	£42.93	£85,548	£44.34	
60	£84,852	£43.98	£87,652	£45.43	
61	£86,939	£45.06	£89,808	£46.55	
62	£89,081	£46.17	£92,021	£47.70	

* Hourly Rates

As per the NJC agreement, hourly rates are calculated by dividing annual salary by 52.143 weeks and then by 37 hours. Please note that these hourly rates do not now differ from those published by NJC for Principal Authorities as the calculation bases are in agreement.

Please also note that NJC resolved to delete SCP 1 w.e.f. 1st April 2023

Please also note that NJC have resolved to delete SCP 2 w.e.f. 1st April 2026

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
Version: 6
Date approved: September ~~2025~~2026
Review date: September ~~2026~~2027

POLICY AND PROCEDURE: Parish Estate – Safety Inspections

PURPOSE: To ensure public spaces for which the Melbourn Parish Council (hereafter the Council) has responsibility, are routinely inspected and maintained such that users are offered safe access

SCOPE: All public spaces in the Melbourn Parish Estate for which the Council has direct accountability. Aspects of the public environment that are the responsibility of other agencies, for example public highways or school grounds, are not covered by the scope of this policy.

Note: Appendix 1 lists those areas deemed in need of regular safety inspection, together with Risk Assessments defining the required frequency of inspection for each. Not all areas have similar risks, and inspection frequency varies accordingly.

1. POLICY:

1.1 It is the policy of the Council that all areas listed in Appendix 1 of this document are regularly inspected for hazards.

1.2 Because different areas present different levels of risk, not all areas will be inspected at the same frequency.

1.3 In order to decide the inspection frequency a formal Risk Assessment will be carried out for each affected area as listed in Appendix 1.

1.4 Risk levels will be divided into 'High', 'Medium' and 'Low'. High Risk areas will be inspected weekly. Medium Risk areas will be inspected every two weeks. Low Risk areas will be inspected monthly. More frequent inspections can be carried out, depending on circumstances, for example an unusual spillage or a village public event.

1.5 Risk Score Bands: 0 – 11 Monthly; 12 – 19 Two Weekly; 20 + Weekly

1.6 It is the responsibility of the Clerk to the Council to administer the safety checking system through the Village Wardens.

1.7 It is the responsibility of the Village Wardens to ensure that proper inspection checks are carried out on all listed areas, according to the frequencies laid out in this document.

1.8 Where agreed, nominated Councillors may carry out area checks, provided such checks are properly and formally recorded.

2. PROCEDURE:

2.1 Village Wardens will agree each week those areas that will be inspected and by whom.

2.2 Inspections will be shared to make the work sensibly balanced. The timing of inspections can be varied during the working week to make the visiting of remote areas time-efficient.

2.3 Inspections will be recorded on the Inspection Record Sheet; this is included as Appendix 3 to this document.

2.4 Each inspection will be signed and dated. Any issues or actions required must be noted.

2.5 It is the objective to leave each area in a safe condition after inspection. Should this not be possible, due to some significant problem, the matter should be notified to the Clerk so that steps can be quickly taken to correct the deficiencies.

2.6 Completed monthly inspection sheets must be returned to the Clerk for retention and reported at the next relevant Maintenance Committee meeting.

Document Approval: 

(Chair to Melbourn Parish Council)

Date of Parish Council meeting: ~~29~~ 30 September 202~~5~~6

Review Policy: Every 12 months

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
Version: 6
Date approved: September 2026~~25~~
Review date: September 2027~~26~~

APPENDIX 1

Area	Risk Factors (Score 1 low – 5 high)						Total Score	Risk Level High/Medium/Low
	Young Children Use	Youth Attention and Use	Traffic Hazards	Sports Use	Level of Footfall	Elderly Persons Use		
Moor Play Park	5	5	0	1	5	5	21	High
All Saints Churchyard	0	5	0	0	3	5	13	Medium
Orchard Road Cemetery	1	2	0	0	5	5	13	High (due to bin emptying needs)
Old Recreation Ground	2	4	0	5	4	3	18	Medium
New recreation Ground	2	3	0	5	5	3	18	Medium
Village Car Park	5	5	5	0	5	5	25	High
War Memorial	4	5	2	0	5	5	21	High
Littlehands and Access Way	5	5	4	2	5	3	24	High
Melbourn Hub and Gardens	5	5	0	0	5	5	20	High
Stockbridge Meadows	3	5	0	0	3	4	15	Medium

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
Version: 6
Date approved: September 2026~~25~~
Review date: September 2027~~26~~

Area	Risk Factors (Score 1 low – 5 high)						Total Score	Risk Level High/Medium/Low
	Young Children Use	Youth Attention and Use	Traffic Hazards	Sports Use	Level of Footfall	Elderly Persons Use		
Fire Engine Shed	0	2	3	0	1	1	7	Low
Jubilee Orchard	3	3	0	1	3	3	12	Medium
Clear Cresent ~~.~~Play Park	5	5	0	1	5	5	21	High
Armingford Cres.	2	2	2	2	1	1	10	Low
Worcester Way	3	3	1	2	2	1	12	Medium
Beechwood Ave	2	3	0	2	3	1	11	Low
Chalkhill Barrow	2	2	2	1	2	1	10	Low
Elm Way	2	2	2	1	2	1	10	Low
Millenium Copse	2	5	0	0	3	1	11	Low
Allotments	1	4	0	0	4	4	13	Medium
New Road Cemetery	3	3	1	3	5	5	20	High
Rosemary Place	2	2	0	1	2	1	8	Low
Hopkins Homes SGB	3	3	0	0	4	2	12	Medium

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
Version: 6
Date approved: ~~June 2024~~September 2026
Review date: ~~May 2025~~September 2027

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APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week4	
Moor Play Park					
Village Car Park					
War Memorial					
Littlehands and Access Way					
New Rec. Ground					
Clear Cres.Play Park					
Orchard Road Cemetery					
New Road Cemetery					
Old Recreation Ground					
Pavilion					
All Saints' C/Yard					
Jubilee Orchard					
Armingford Cres					

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Rosemary Place					
Hopkins Homes – Strategic Green Belt Area					
Pavilion Defibrillator					
Doctors Surgery Defibrillator					
Beechwood Avenue					
Millennium Copse					
Worcester Way					
Allotments					
Fire Engine Shed					
Chalkhill Barrow					
Elm Way					
Stockbridge M.					

MELBOURN PARISH COUNCIL

Doc. No.: 4.23
Version: 6
Date approved: ~~June 2024~~September 2026
Review date: ~~May 2025~~September 2027

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Pavilion : Legionella monitoring	Responsibility	Weekly (please note date completed)	Monthly (note insert date completed)	Quarterly (note insert date completed)	Annually (note insert date completed)
Record flushing of infrequently used outlets ** (run showers and taps, flush toilets – to be done weekly) – log when done	Wardens				
Formal thermal control and hygiene regime – MPC to provide appropriate thermometer	Wardens				
Record cleaning and descaling	Cleaning contractor				
Showers – descale and disinfect	Cleaning Contractor				
Disinfect hot water unit in kitchen	Cleaning Contractor				
Hot water cylinders – check water temp (should be 60c)	Wardens				
Fit automatic flushing values to expansion vessels OR flush regularly (to be carried out in conjunction with above **)	Wardens				
Service all TMVs annually – to be done as part of annual service of heating system	Heating contractor				
Check insulation to pipework where required	Heating contractor				

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HOT AND COLD-WATER SERVICES – RECOMMENDED TESTING & MAINTENANCE PROGRAMME

SERVICE	TASK	FREQUENCY
HOT WATER SERVICE	Arrange for samples to be taken from hot water calorifiers, in order to note conditions of drain water.	ANNUALLY
	Visual check on internal surfaces of calorifiers for scale or sludge. Check representative taps for temperatures as above on a rotational basis.	ANNUALLY
	Check temperatures in flow and return at calorifiers.	MONTHLY
	Check water temperatures up to one minute to see if it has reached 50°C at the sentinel taps. (55°C Healthcare)	MONTHLY
COLD WATER SERVICE	Visually inspect cold water storage tanks and carry out remedial work where necessary. Check representative taps for temperature as above on a rotational basis.	ANNUALLY
	Check tank water temperatures remote from ball valve and mains temperature at ball valve. Note maximum temperatures recorded by fixed max/min thermometers where fitted.	BI-ANNUAL
	Check that temperature is below 20°C after running the water for up to 2 minutes in sentinel taps.	MONTHTLY
SHOWER HEADS	Dismantle, clean and descale shower heads and hoses.	AS NECCESARY
LITTLE-USED OUTLETS	Flush through and purge to drain, or purge to drain immediately before use, without release of aerosols.	WEEKLY

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HOT AND COLD-WATER SERVICES – TEMPERATURE CONTROL REGIME

FREQUENCY	CHECK	ACQUIRED STANDARD		NOTES
		COLD	HOT	
MONTHLY	Sentinel Taps	The water temperature should be below 20°C after running the water for up to two minutes.	The water temperature should be at least 50°C within a minute of running the water. (55°C Healthcare)	This check makes sure that the supply and return temperatures on each loop are unchanged, i.e. the loop is functioning as required.
	If fitted, input to TMV's on sentinel basis.		The water supply to the TMV temperature should be at least 50°C within a minute of running the water. (55°C Healthcare)	One way of measuring this is to use a surface temperature probe.
	Water leaving and returning to water heater/calorifier.		Outgoing water should be at least 60°C and the return at least 50°C.	If fitted, the thermometer pockets at the top of the water heater/calorifiers and the return leg are useful points for accurate temperature measurements. If installed, these measurements could be carried out and logged by a building management system.
BI-ANNUAL	Incoming cold-water inlet (at least once in the winter and once in the summer).	The water should preferably be below 20°C at all times.		The most convenient place to measure is usually at the ball valve inlet to the cold-water storage vessel.
ANNUALLY	Representative number of taps on a rotational basis.	The water temperature should be below 20°C after running the water for two minutes.	The water temperature should be at least 50°C within a minute of running the water. (55°C Healthcare)	This check makes sure that the whole system is reaching satisfactory temperatures for Legionella control.