

Meeting record

Regarding:

Magna Park Lutterworth Community
Liaison Group

Date:

Tuesday 25th September 2018
6.30pm

Item	Minutes	Actions
1.	<p>Apologies</p> <ul style="list-style-type: none"> • Councillor Bill Wooliscroft–Monks Kirby PC – Councillor John Dalby replacement • Maggie Pankhurst – MPIBE • Councillor Tony Gillas – Rugby Borough Council • Jan Butcher – Claybrooke Magna PC 	
2.	<p>Agree minutes of 22nd May meeting Minutes were taken as read and will be uploaded to the website.</p>	
3.	<p>Introductions</p> <ul style="list-style-type: none"> • Gwyn Stubbings – Gazeley (GS) • Bruce Topley – Gazeley (BT) • David Eden – Savills/ Gazeley (DE) • Ellie Naismith – Newgate Engage (Chair) (EN) • Kate Durrans – Newgate Engage (Secretariat) (KD) • Councillor Adrian Warwick – Warwickshire County Council (AW) • Nick Reseigh – Claybrooke Magna PC (NR) • Brain Poulter – Lutterworth Town Council (BP) • Chris Faircliffe – Bitteswell PC (CF) • Angela Jeffrey – Estates Manager (AJ) • Nick Dauncey– Warwickshire County Council Officer (ND) • Councillor John Dalby - Monks Kirby PC (JD) • Barbara Dent - Monks Kirkby PC (BD) • Edmund Hunt – Cotesbach PC (EH) • Ema Jones – Senior Engineer, Freight Management, Warwickshire County Council Freight Officer (EJ) • Martin Gibbs – Project Director – TSL Projects (MG) <p>EN recognised that there were some new attendees present at this meeting and invited all members to introduce themselves.</p> <p>EN informed members that following the appointment of the new Magna Park Estate Manager, AJ was present at the meeting to introduce herself to members and explain her role at Magna Park.</p>	

	<p>AJ introduced herself to the group and welcomed members to contact her if they had any questions regarding the management of Magna Park. She noted that going forward she would continue to attend these meetings.</p>	
<p>4.</p>	<p>CLG review</p> <p>EN explained that following the last meeting members had agreed to review the CLG and provide a series of questions to members for them to independently and confidentially provide feedback on the effectiveness of the CLG whilst also providing any comments and advice on how the group could be improved.</p> <p>EN ran through the questions and invited comments to be feedback to KD as soon as possible. The survey would then be issued alongside the minutes of this meeting.</p>	<p>KD to include satisfaction survey with minutes for members.</p>
<p>5.</p>	<p>Update on construction</p> <p>EN informed members that because of the last meeting, a representative from TSL the principle contractors for the work on the already approved new industrial unit development near Mere Lane was in attendance.</p> <p>EN invited MG to give a short presentation on the programme of works intended to be carried out.</p> <p>GS reminded members that Gazeley had previously been working with officers at Harborough District Council to discharge the pre-commencement conditions necessary prior to work on the development beginning.</p> <p>GS added that Gazeley were very close to discharging the last remaining pre-commencement planning condition to then enable work to commence. This was the technical highways approval from Highways England and Leicestershire County Council. In preparation for the work, Gazeley had contracted two main construction companies to deliver the approved development:</p> <ul style="list-style-type: none"> – TSL - to deliver the construction of the building – Volker Fitzpatrick – to deliver the installation, connection and improvements to the road network <p>In response to JB, GS explained that this was the DHL permitted development as approved in October 2016.</p> <p>In response to AW, GS stated that as part of the development there would be some traffic management works taking place on the surrounding roads and roundabout. GS continued and confirmed that dates were being finalised but assured AW and all members that, regular updates would be given on the construction and prior notice of any road works would be issued to all stakeholders, including surrounding parish councils.</p> <p>MG from TSL informed members that his team were scheduled to commence on site in October and anticipated their completion of the development to be in June 2019. The first works would be contained within the site, would have no impact on the wider area and consist of preliminary ground works. He noted that these works were scheduled to start on Monday 8th October.</p>	

	<p>Following this, MG explained that in November they expected to start receiving the steel work needed to begin constructing the unit and this would be followed by the commencement of the cladding which would begin on Monday 19th November approximately.</p> <p>MG added that once the building was weather proof, they would then begin the concrete filling, which would mean an on-site concrete plant would be installed. During this time, MG informed members that there would be traffic management measures put in place to manage the 75 truck deliveries.</p> <p>MG explained that overall, his team would be on site over the next seven to 10 months.</p> <p>In response to CF, MG noted that at present his team were undergoing ground surveys on the site in preparation for the site being mobilised and installing the site compounds.</p> <p>In response to AW, GS said that the detailed timeline for when the work on the road would commence was to be confirmed.</p> <p>In response to AW, BS confirmed that the road installation, connection and improvements would be completed before the occupation of the building.</p> <p>In response to CF, MG stated that there was an agreed routing plan for all deliveries to take during construction, which would run from the A5 and not down Coventry Road. This route would be clearly signposted, and all drivers would be given clear directions.</p> <p>BT added that within the next fortnight, the construction team would finalise the traffic management and routing plan for the road work. Following this KD would provide an update to all members on the traffic routing and management plan.</p> <p>In response to EH, MG explained that contractor working hours would be between 7am and 7pm. However, once work commenced within the building began, work would carry on through the night. This work would be contained within the building and have no impact to the outside environment.</p> <p>In response to CF, GS stated that all the pedestrian and cycle routes surrounding the development would be maintained and remain open. However, this would not be the case for the permissive paths close to the development.</p> <p>MG added that the permissive path running through the site would therefore be closed on Monday 8th October and would not reopen.</p> <p>GS and MG invited members to visit the site during its construction, by prearrangement only.</p>	<p>KD to provide update on traffic management plan and routing to all members with minutes.</p> <p>KD/EN to find map of all the permissive pedestrian routes in and surrounding the development to share with members.</p>
<p>6.</p>	<p>Update on Lighting</p> <p>EN distributed copies of the lighting document which had been previously discussed at a past meeting. EN invited comments or questions on the document.</p>	

	<p>In response to EN, MG explained the AFFL meant, Above Finished Floor Levels.</p> <p>In response to EN, MG added that BS meant, British Standard and were statutory requirements.</p> <p>EH noted that this document was useful. However, queried whether anything could be done to improve the lighting on existing buildings not just on any new building.</p> <p>In response to EH, GS said that Gazeley had taken recommendations from this group to compile the details on lighting to assist the Parish Council's and others if making representations on planning applications for new buildings or refurbishments to existing buildings.</p> <p>EH enquired whether there was the possibility of enforcing new occupants of existing buildings to commit to the new lighting requirements.</p> <p>GS informed members that this was an initiative to help encourage a move to better and improved standards when opportunities presented themselves.</p> <p>In response to EJ, MG explained that the quality of the lighting was insured and regulated through the British Standard regulations.</p> <p>In response to CF, DE explained that lighting improvements along the internal estate roads has been implemented and where possible lighting was controlled and switched off at certain hours.</p> <p>In response to ED, GS stated that Gazeley could not enforce existing businesses to upgrade their lighting and only has control of Gazeley owned buildings. However, he assured members that Gazeley would continuously encourage other owners to improve their lighting.</p>	
<p>7.</p>	<p>Briefing on existing bus services at Magna Park</p> <p>GS explained that, following a request at the last meeting, ARRIVA and Gazeley had been in discussions to investigate the changes to their bus services.</p> <p>GS stated that Service 8 from Hinkley to Magna Park is providing a consistent service. However, noted that the service had experienced a small level of decline, which ARRIVA explained was because of the X84 Service running through Lutterworth and there was some overlap between the services.</p> <p>GS added that the X45 & X84, from Leicester and Rugby respectively, were new services and introduced around 18 months ago. ARRIVA had explained that these services were growing slowly and reached a peak during October and December last year. To ensure, this happened again this year, they were planning to run a social media promotion in the run up to Christmas.</p> <p>GS explained to members that bus services from Magna Park will receive a cash injection through the new permitted development on the commencement of works. This would be</p>	

	<p>close to ¾ million pounds and would be targeted to increase the existing services and possibly a new service destination.</p> <p>In response to AW, GS said that the money would go to Leicestershire County Council and would be put toward improving bus services that are currently subsidised by LCC.</p> <p>In response to AW, GS agreed and said it would be good to ensure that there is joined up thinking between Leicestershire and Warwickshire County Council's to distribute the money in the correct areas, for example Rugby – acknowledging that the funding obligation sits with LCC.</p> <p>In response to EH, GS explained that before the X44 was discontinued, the bus operator wrote to Cotesbach Parish Council, to inform them why the service was being discontinued.</p> <p>In response to EH, GS said that he could find out the number of people using the new X84 service who were coming from Cotesbach.</p>	<p>GS to pursue enquiry</p>
<p>8.</p>	<p>Future meetings and speaker suggestions</p> <p>Following the last meeting, EN explained that she had investigated the possibility of having someone from Highways England attend the meeting and speak to members. She added that Midland Connect was going to be their focus for the next year and with that in mind it would be prudent to have someone from that team attend.</p> <p>EJ recommended that EN should look to contact Sarah Spink who works at Midlands Connect and specifically in relation to the A5 work.</p> <p>In response to CF, DE explained that all units on Magna Park were required to include bunding and a maintained landscape on surrounding the unit. Following a request from CF on bunding and landscape strategies at Magna Park, KD agreed to include this item on the agenda for the next meeting.</p>	<p>KD to include as item on agenda for next meeting</p>
<p>9.</p>	<p>AOB</p> <p>EJ introduced herself as the newly appointed Freight Officer at Warwickshire County Council.</p> <p>ND also introduced himself as a Warwickshire County Council Officer, who worked specifically, in the routing agreements transport team.</p> <p>In response to EJ & ND, GS explained that the reason for the original routing map being included on the Magna Park website was because the route was still the permitted route for vehicles travelling to the site.</p> <p>GS added that following numerous conversations amongst the community liaison group, it had been agreed that the amended routeing plan would be promoted for any new development and in new lease agreements for existing units. However, historic contracts still allowed vehicles to use to the original routeing agreement plan.</p>	

In response to EJ, BT said that removing the original permitted routing map off the website could be investigated. GS agreed to review and consider a new routeing plan with officers from WCC.

GS informed members that a new vehicle maintenance unit would soon to be built on the ASDA site at Magna Park. He added that this should help to reduce HGV vehicles travelling through Lutterworth to be serviced.

In response to CF, GS explained that Gazeley remain committed to increasing their community funding as Magna Park expands. As the park is now growing with the permitted development coming forward Gazeley will increase the community funding offer accordingly.

As a planning update GS added that the start date for the appeal Inquiry would begin in March 2019. In advance of this a programme for this process, would be published by the Inspector.

All members agreed that the date of the next meeting would be **Tuesday 22nd January 2019.**

Meeting closed 19:40.