

**MELBOURN PARISH COUNCIL
MINUTES**

DRAFT MINUTES SUBJECT TO FORMAL RATIFICATION AT THE NEXT PLANNING MEETING.

Minutes of the Planning Committee held on Monday 18th April 2016 in the upstairs meeting room of the Community Hub at 7.15pm.

Present: Cllr Crosby (Chair), Cllr Tulloch, Cllr Stead, Cllr J Regan, Cllr R Gatward, Cllr J Norman, Cllr Bloomfield, Cllr Linnette, Cllr Parton, Cllr Hart

In attendance: The former Parish Clerk, Peter Horley

PL195/15 Apologies for Absence: The Parish Clerk, Sarah Adam

PL196/15 Declarations of Interest:

Cllr Crosby declared a non-pecuniary interest in PL202/15 © as the applicant; Cllr M.Sherwen declared a non-pecuniary interest in PL202/15 (e) due to family connections.

PL197/15 Minutes of the meeting held on 4th April, 2016:

IT WAS PROPOSED BY CLLR STEAD AND SECONDED BY CLLR TULLOCH AND AGREED THAT MINUTES OF THE MEETING HELD ON 4TH APRIL 2016 BE SIGNED AS A TRUE RECORD.

PL198/15 Report on the last meeting: 4th April 2016

11/1/16- PL133/15

The Ranger. The 3 Tonne car park sign is still to arrive. **ACTION: The Clerk to chase Sweetts Group to confirm delivery date**

Cllr Hales reported that the old street light located on the left hand side pathway as you enter the car park should have been disconnected and removed as this was stated in the original contract. **The Clerk has chased again.**

1/2/16 – PL142/15

Cllr Linnette raised the issue that the outside wall to the workshop appears to have paint peeling off from it. Cllr Linnette to investigate whether anti-graffiti paint was used?" **ACTION: CLLR LINNETTE**

Cllr Linnette raised the issue about the fire safety information. **Cllr Linnette and The Ranger to Complete**

15/2/16 – PL156/15

Melbourn Parish Council is to engage with South Cambridgeshire District Council to run training courses for councillors relating to Proposed Delegation on Planning. These training courses will be funded by Melbourn Parish Council.

ACTION: DISTRICT CLLR HALES TO SPEAK WITH OFFICERS FROM SCDC PLANNING COMMITTEE TO SEE WHAT COURSES THEY CAN OFFER MPC.

District Cllr Hales and Barrett to report back to next meeting.

15/2/16 PL157/15

Assets of Community Value Application

The Community Right to Bid for Assets of community value was discussed.

IT WAS PROPOSED BY CLLR GATWARD AND SECONDED BY CLLR REGAN THAT AN APPLICATION SHOULD BE COMPLETED ON BEHALF OF MELBOURN PARISH COUNCIL.

ACTION: DISTRICT CLLR BARRETT AND HALES TO COMPLETE ASSETS OF COMMUNITY VALUE NOMINATION FORM. ACTION: TO REPORT BACK AT NEXT MEETING.

15/2/16 PL155/15

a) **To Consider any matters concerning the village car park.**

- Workshop Stud Wall – This has been put on hold until the new financial year.

14/3/16 PL177/15

To Consider any matters concerning the village car park.

- a) Cllr Linnette meet the BT Openreach Engineer confirmed the Conduit from the workshop to the High Street is not in useable condition. BT Openreach Engineer has reported that the Grey BT Conduit is blocked by cement in the bend inside the workshop. Interserve and Sweets have been informed of this and still awaiting a reply.

CCTV engineer attended the Parish Office and confirmed access for the CCTV can be connected through WiFi. CCTV Engineer to discuss with Cambridgeshire Police. **ACTION: CLERK TO ENSURE THIS HAPPENS. Cllr Hales in contact with Cambridgeshire Police.**

Interserve are still to send MPC the final invoice for the project. **ACTION: THE CLERK TO CHASE – Meeting with Sweett Group – 12 April 2016**

In March 2015 the resident of 32 Beeton Close was approved permission by Melbourn Parish Council to place a skip at the rear of the car park next to the back of the fence, backing onto their garden. Cllr Linnette has since found the bolts missing and the fence panel is being held up by string. **THE CLERK HAS ASKED RESIDENT TO ACCESS PROPERTY TO REPAIR FENCE. AWAITING RESPONSE FROM RESIDENT. Letter now been sent to 31 Beeton Close. Await response.**

b) To discuss the following quotes:

Tarmac Path. The committee felt this quote was too expensive. The Clerk to contact North Herts Tarmac for another quote. **ACTION: THE CLERK TO CONTACT NORTH HERTS TARMAC AND TO PLACE ON NEXT PLANNING AGENDA.**

Cllr Sherwen to contact for quote.

PL199/15 To Consider any matters concerning the village car park.

BT Open reach Engineer has been in contact with Cllr Linnette and the BT connection should be complete w/c 11th April. This was not possible and another visit will be necessary.

IT WAS PROPOSED BY CLLR LINNETTE AND SECONDED BY CLLR TULLOCH THAT THE ITEM REFERRING TO THE MINUTES OF THE MEETING WITH SWEETS BE CONSIDERED IN CAMERA DUE TO COMMERCIAL CONFIDENTIALITY. THIS WAS CARRIED.

IT WAS PROPOSED BY CLLR TULLOCH AND SECONDED BY CLLR

SHERWEN THAT THE COMMITTEE COMES OUT OF CAMERA. THIS WAS CARRIED.

PL200/15 Changes to Proposed Scheme of Delegation – District Cllr Hales and Barrett to report back on Planning Training from SCDC and to discuss and adopt a written policy concerning Planning Committee Meetings.

In the absence of Cllrs Hales and Barrett, there was nothing to report.

PL201/15 Assets of Community Value Application – Update from District Councillors Hales and Barrett. Re completing Community Value Nomination Form

In the absence of Cllrs Hales and Barrett, there was nothing to report.

PL202/15 To receive any notification or planning consultation documents.

- (a)** Town and Country Planning Act 1990 Appeal Under Section 78. Orchard Cottage, Bury Lane, Meldreth, Royston, Cambridgeshire, SG8 6DF. Outline Application for the erection of timber framed eco-friendly detached house (all matters reserved) S/2244/15/OL. I refer to the above details. An appeal has been made to the Secretary of State against the decision of South Cambridgeshire District Council. This was noted
- (b)** New single storey extension to rear of house Greenlow Cottage, Royston Road, Melbourn, Royston, Cambridgeshire, SG8 6DG. S/0316/16/FL. Approved. This was noted.
- (c)** *[At this point Cllr Crosby vacated the Chair and left the meeting. Cllr Sherwen, Vice-Chair, took the Chair]*The Council hereby grants permission for Proposal for demolition of existing Bungalow for replacement of two storey chalet style house on the same site at 20 Norgetts Lane, Melbourn, Royston, Cambridgeshire, SG8 6HS. S/3200/15/FL. This was noted. *[At this point, Cllr Crosby returned to the meeting and resumed the Chair].*

PL203/15 To consider the following planning applications

- (a)** Application for demolition of existing conservatory and replacement with single storey rear extension at 2 Cedar Close, Melbourn, Royston, Cambridgeshire, SG8 6BL. S/0077/16/FL was recommended for approval without comment.
- (b)** Application for demolition of garage, two storey side extension and rear first floor extension at 76 Beechwood Avenue, Melbourn, Cambridgeshire, SG8 6BW. S/0779/16/FL was recommended for approval without comment.
- (c)** Application for single storey rear extension at 13 Trigg Way, Melbourn, Royston, SG8 6HX. S/0866/16/PA. A Copy has been received for information only. This was noted.
- (d)** Notification of Application to carry out tree works subject to a tree preservation order or situated within a conservation area. Location: 24 The Lawns, Melbourn. TPO 16/72. To be referred to the Trees Officer due to inadequate information regarding the plans.

- (e) Notification of Application to carry out tree works subject to a tree preservation order or situated within a conservation area. Location: 2 Cawdon Row, Melbourn, Royston, Herts SG8 6UL. TPO 18/80. To be referred to the Trees Officer as it is subject to a TPO.

PL204/15 Correspondence:

There was no correspondence to report.

PL205/15 To accept notices and matters for the next agenda

- District Cllr Hales and Barrett to report back on Scheme of Delegation
- District Cllrs Hales and Barrett to report back on Community Value Application.
- Update on Car Park

The Chairman closed the meeting at 7.32pm.