

**MELBOURN PARISH COUNCIL
MINUTES**

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

Minutes of the Planning Committee held on Tuesday 3rd May 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 Mulcock

In attendance: District Councillor Hales and District Councillor Barrett.

3 members of the public (arrived approx. 7.25pm).

PL206/15 Apologies for Absence: Cllr Norman, Cllr Hart

PL207/15 Declarations of Interest:

Cllr Regan declared a non-pecuniary interest in PL214/15 as a neighbour to the applicant.

PL208/15 Minutes of the meeting held on 18th April, 2016:

IT WAS PROPOSED BY CLLR TULLOCH AND SECONDED BY CLLR STEAD THAT MINUTES OF THE MEETING HELD ON 18TH APRIL 2016 BE SIGNED AS A TRUE RECORD. THIS WAS CARRIED BY ALL

PL209/15 Report on the last meeting: 18th 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. Repair work needs to be carried out in the workshop prior to erecting racking.

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. **BT OPENREACH HAVE NOW COMPLETED WORK AND BROADBAND IN INSTALLED.**

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. RANGER HAS NOW REPAIRED FENCE. COMPLETE**

- 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. COMPLETE AND APPROVED.

PL210/15 To Consider any matters concerning the village car park.

BT Open reach Engineer attending site last week and BT Connection is now complete. Cllr Linnette confirmed Melbourn Parish Council is still awaiting the final account from Interserve. The workshop has internal cracks around the walls, Interserve have 12 months to complete the work.

Cllr Linnette explained all email chains since September 2016 had been read through and printed out. Relevant emails will be copied and sent to Nigel McCreith, Sweett Group as per our meeting on 12th April 2016.

Cllr Linnette commented on two pieces of documentation, one relating to the ownership of the pathway to Beeton Close and the other about outstanding issues with the new workshop. There were intense discussions amongst councillors which The Chair attempted to resolve and bring to a close. The Chair left the meeting at 7.30pm, followed by Cllr Parton excusing himself for a short period. Discussions came to a close, but the matter was not resolved. At 7.32pm Vice Chair, Cllr Sherwen took The Chair.

PL211/15 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.

District Cllr Barrett and District Cllr Hales have discussed Planning Training extensively with officers and senior EXECS at SCDC and are assured that this is being brought forward. District Cllr Barrett and Hales will report back to the committee once they have further information. This item is to be removed from future agendas.

At 7.35pm Cllr Tulloch left the meeting due to work commitments.

PL212/15 Assets of Community Value Application – Update from District Councillors Hales and Barrett. Re completing Community Value Nomination Form

Assets of community value application is unlikely to bear any fruit as the village enjoys a further two public houses. District Councillor Hales and Barrett therefore respectfully suggested to the Parish Council that the item is removed from the agenda. However if councillors feel that in their eyes this is worth a try, District Cllr Hales and Barrett would be only too happy to endorse any application they submitted on behalf of the Council.

PL213/15 To receive any notification or planning consultation documents.

- (a)** Town and Country Planning Act 1990. The Council hereby grants permission for two storey side extension. First floor front extension. Single Storey side extension. New detached double garage at 1 Spencer Drive, Melbourn, Royston, Cambridgeshire, SG8 6HP. S/0641/16/FL was noted.
- (b)** Town and Country Planning Act 1990. The Council hereby grants permission 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 noted.
- (c)** Notification Certificate of Lawfulness of proposed works to listed building to replace like for like corrugated steel roofs on Garner Barn and Double garage including necessary repairs to supporting rafters etc; Replace framed wooden double garage doors with doors identically constructed but providing full width access for two cars; and reset wonky chimney pot on main house at Lordship Farm 12, High Street, Melbourn, Royston, Cambridgeshire, SG8 6EB. S/0141/16/LD was noted.
- (d)** Any notifications received up to the time of the meeting

At 7.50pm Cllr Parton returned to the meeting.

PL214/15 To consider the following planning applications

- (a) Application for Conversion of the existing shop to one flat and convert the remainder of the existing house to 3 flats, creating 4 no 1 bed flats at 73 High Street, Melbourn, Royston, Cambridgeshire, SG8 6AA. S/0218/16/FL

Three members from the public put forward their views to the committee.

After discussions the committee refused this application with the following comments: Overdevelopment, highway safety re pedestrians and lack of pavements. Need to retain retail amenities in the village. Parking not adequate.

PL215/15 Correspondence:

There was no correspondence to report.

PL216/15 To accept notices and matters for the next agenda

- Update on Car Park

The Chairman closed the meeting at 8.26pm.