

**MELBOURN PARISH COUNCIL  
MINUTES**

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

**Minutes of the Planning Committee held on Monday 13<sup>th</sup> June 2016 in the upstairs meeting room of the Community Hub at 7.15pm.**

**Present: Cllr Crosby (Chair), Cllr Tulloch, Cllr Stead, Cllr R Gatward, Cllr Bloomfield, Cllr Linnette, Cllr Hart, Cllr Mulcock and Cllr Townsend**

**PL12/16 Apologies for Absence:**

Cllr Parton for personal reasons and Cllr Sherwen for Health Reasons

**PL13/16 Declarations of Interest:**

There were none to declare.

**PL14/16 Minutes of the meeting held on 31<sup>st</sup> May 2016:**

**IT WAS PROPOSED BY CLLR STEAD AND SECONDED BY CLLR TULLOCH THAT MINUTES OF THE MEETING HELD ON 31<sup>ST</sup> MAY 2016 BE SIGNED AS A TRUE RECORD. THIS WAS CARRIED BY ALL**

**PL15/16 Report on the last meeting: 31<sup>ST</sup> MAY 2016**

**See Appendix 1**

**PL16/16 To Consider any matters concerning the village car park.**

The Clerk confirmed BT Connection is now complete and stated that Melbourn Parish Council is still awaiting the final account from Interserve.

Cllr Linnette reported the following:

BT have confirmed they will reimburse MPC as follows:

£60.28 for M Linnette purchasing bends for car par  
£176.00 onward charge for the contractor we used – Interserve purchased bends to connect workshop to conduit.  
£200.00 – good will from BT

Total credited back to MPC CCTV BT Account = £436.28 + VAT

The Clerk confirmed she has a contact for the Police and is waiting for confirmation they have access to the CCTV Unit.

**PL17/16 To receive any notification or planning consultation documents.**

- (a)** Town and Country Planning Act 1990. The Council hereby grants permission for new dwelling and access (Variation of Condition 2 (Revised design) of planning consent S/1798/10) at 31 The Moor, Melbourn, Cambridgeshire, this was noted.

**To consider the following planning applications**

**PL18/16**

- a)** Application for erection of single storey oak frame house on footprint of former listed barn at 21 High Street, Melbourn, Royston, Cambridgeshire, SG8 6ER. S/1650/15/FL

**MELBOURN PARISH COUNCIL REFER TO THE PREVIOUS**

**APPLICATION AND STAND BY THE DECISION THE COUNCIL  
MADE IN NOVEMBER 2015.**

- b)** Proposed farm access and cross over at Cherry Trees, Cambridge Road, Melbourn, Royston, Cambridgeshire, SG8 6EY. S/0466/16/FL  
**IT WAS PROPOSED BY CLLR GATWARD AND SECONDED BY  
CLLR LINNETTE TO OBJECT TO THE PLANNING APPLICATION -  
REMAINING CONSISTENT WITH REFUSAL OF PREVIOUS  
SIMILAR APPLICATIONS ON THIS BUSY ROAD (60MPH). THIS  
WAS CARRIED BY ALL.**
- c)** Application to carry out tree works subject to a tree preservation order or situated within a Conservation Area at 77 High Street, Melbourn, Cambridge SG8 6AA. CA288-01-06-16  
**IT WAS PROPOSED BY CLLR GATWARD AND SECONDED BY  
CLLR LINNETTE THE DECISION BE REFERRED TO THE TREE  
OFFICER. THIS WAS CARRIED.**
- d)** Application to carry out tree works subject to a tree preservation order or situated within a Conservation Area at Long Thatch, 3 The Moor, Melbourn, Cambridge, SG8 6ED. CA295-03-06-16. **For information only. Please be informed that Parish Council Comments will not be required for the above notification of tree work. Consent was granted on 7 June 2016 by the tree officer for the removal of a dead silver birch tree.**

**PL19/16 Correspondence:**

There was no correspondence to report.

**PL20/16 To accept notices and matters for the next agenda**

- Update on Car Park

**The Chairman closed the meeting at 7.56pm.**

Appendix 1

**Melbourn Parish Council**  
**Ongoing Action List from Planning Committee Meeting 16/05/16:**

<b>Date of Meeting</b>	<b>Item Number</b>	<b>Action</b>	<b>By Whom</b>	<b>Action Taken</b>
11/1/16	PL133/15	<b>The Ranger.</b> The 3 Tonne car park sign is still to arrive. <b>ACTION: The Clerk to chase Sweetts Group to confirm delivery date</b> 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	The Clerk has chased again.
1/2/16	PL142/15	<b>ACTION: CLLR LINNETTE</b> Cllr Linnette raised the issue about the fire safety information.	CLLR LINNETTE AND THE RANGER TO COMPLETE	
15/2/16	PL155/15	<b>a) To Consider any matters concerning the village car park.</b> Interserve are still to send MPC the final invoice for the project. <b>ACTION: THE CLERK TO CHASE</b> <ul style="list-style-type: none"> <li>Workshop Stud Wall – This has been put on hold until the new financial year.</li> </ul>	The Clerk	Repair work to workshop is required by Interserve prior to installation of Stud Wall
04/04/16	PL177/15	<b>To Consider any matters concerning the village</b> <i>CCTV engineer attended the Parish Office and confirmed access for the</i>		BT Connection now complete. The Clerk in contact with Cambridgeshire

16/05/16	PL221/15	<p><i>CCTV can be connected through WiFi. CCTV Engineer to discuss with Cambridgeshire Police. <b>ACTION: CLERK TO ENSURE THIS HAPPENS.</b></i></p> <p><i>Interserve are still to send MPC the final invoice for the project. <b>ACTION: THE CLERK TO CHASE</b></i></p> <p><i>To discuss the following quotes:</i></p> <p>Cllr Linnette confirmed BT Connection is now complete and stated that Melbourn Parish Council is still awaiting the final account from Interserve.</p> <p>Cllr Linnette stated the tarmac near to the workshop and bus shelter is now complete, however there is concern the slope next to the workshop is too steep and may be a slipping hazard. Cllr Linnette suggested The Ranger mark chevrons on the slope with yellow paint.</p>		<p>Police. Clerk to chase.</p> <p>Awaiting Invoice</p> <p>ACTION: The Ranger mark chevrons on the slope with yellow paint.</p>
31/05/16	PL6/16	<p><b>Letter from SCDC Planning &amp; New Communities Update – Discussion of Document and Completion of Short Questionnaire.</b></p> <p><b>The questionnaire is to be complete at the next Planning Meeting on 31<sup>st</sup> May 2016</b></p>	The Clerk	Complete
31/05/16	PL7/16	<p><b>Ownership of Trees located along Dolphin Lane, Melbourn</b></p> <p>The Committee discussed the correspondence shown to them by The Clerk.</p>	The Clerk	Complete

		<p>It was agreed that it is the responsibility of the resident to enquire who owns the land in question as this information is easily accessible to any member of the public on the Land Registry Website.</p> <p><b>ACTION: THE CLERK TO SEND REPONSE TO RESIDENT.</b></p>		
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