

**MELBOURN PARISH COUNCIL  
MINUTES**

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

**Minutes of the Planning Committee held on Tuesday 31<sup>st</sup> May 2016 in the upstairs meeting room of the Community Hub at 7.50pm.**

**Present: Cllr Crosby (Chair), Cllr Tulloch, Cllr Stead, Cllr R Gatward, Cllr Bloomfield, Cllr Linnette, Cllr Parton, Cllr Hart, Cllr Sherwen, Cllr Tulloch**

**PL1/16 Apologies for Absence:**

Cllr Mulcock and Cllr Cleminson

**PL2/16 Declarations of Interest:**

There were none to declare.

**PL3/16 Minutes of the meeting held on 16<sup>th</sup> May 2016:**

Cllr Crosby stated in PC219/15 the reason she left the meeting was:

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.

**IT WAS PROPOSED BY CLLR LINNETTE AND SECONDED BY CLLR SHERWEN THAT MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> MAY 2016 BE SIGNED AS A TRUE RECORD. THIS WAS CARRIED BY ALL**

**PL4/16 Report on the last meeting: 16<sup>th</sup> May 2016**

**See Appendix 1**

**PL5/16 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 BT wish to reimburse us with £500 for the inconvenience that has been caused.

The Clerk will confirm with the Police they now have access to the CCTV Unit.  
**ACTION THE CLERK**

**PL6/16 Letter from SCDC Planning & New Communities Update – Discussion of Document and Completion of Short Questionnaire.**

The questionnaire was completed by The Planning Committee. **ACTION: THE CLERK**

**PL7/16 Ownership of Trees located along Dolphin Lane, Melbourn**

The Committee discussed the correspondence shown to them by The Clerk. 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.

**ACTION: THE CLERK TO SEND REPOSENSE TO RESIDENT.**

**PL8/16 To receive any notification or planning consultation documents.**

**(a)** Town and Country Planning Act 1990. The Council hereby grants permission for Demolition of garage, two storey side extension and rear first floor extension at 76 Beechwood Avenue, Melbourn, Cambridgeshire, SG8 6BW. Ref: S/0779/16/FL  
This was noted.

**(b)** Any notifications received up to the time of the meeting  
Town and Country Planning Act 1990. The Council hereby grants permission for Erection of detached annexe containing five hotel rooms, laundry room and disabled WC at 37, Station Road, Melbourn, Royston, Cambridgeshire, SG8 6DX. Ref: S/3097/15/FL.  
This was noted.

**PL9/16 To consider the following planning applications**

- a)** Application to Demolish existing single storey extension and garage and construct new part two-storey side extension at 16 Orchard Road, Melbourn, Royston, Cambridgeshire, SG8 6HR. S/1087/16/FL. This was approved without comment. **It was proposed by Cllr Parton and Seconded by C Stead. All in Favour.**

**PL10/16 Correspondence:**

There was no correspondence to report.

**PL11/16 To accept notices and matters for the next agenda**

- Update on Car Park

**The Chairman closed the meeting at 8.21pm.**

Appendix 1

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

Date of Meeting	Item Number	Action	By Whom	Action Taken
11/1/16	PL133/15	<p><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></p> <p>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.</p>	THE CLERK	The Clerk has chased again.
1/2/16	PL142/15	<p>Cllr Linnette raised the issue that the outside wall to the pavilion appears to have paint peeling off from it. Cllr Linnette to investigate whether anti-graffiti paint was used?" <b>ACTION: CLLR LINNETTE</b></p> <p>Cllr Linnette raised the issue about the fire safety information.</p>	<p>CLLR LINNETTE</p> <p>CLLR LINNETTE AND THE RANGER TO COMPLETE</p>	
15/2/16	PL155/15	<p><b>a) To Consider any matters concerning the village car park.</b></p> <p>Interserve are still to send MPC the final invoice for the project. <b>ACTION: THE CLERK TO CHASE</b></p> <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	<p><b>To Consider any matters concerning the village</b>  CCTV engineer attended the Parish Office and confirmed access for the CCTV can be connected through WiFi. CCTV Engineer to discuss with Cambridgeshire Police. <b>ACTION: CLERK TO ENSURE THIS HAPPENS.</b>  Interserve are still to send MPC the final invoice for the project. <b>ACTION: THE CLERK TO CHASE</b>  To discuss the following quotes:</p>		<p>BT Connection now complete.  Cllr Hales in contact with Cambridgeshire Police</p> <p>Awaiting Invoice</p>
16/05/16	PL221/15	<p>Cllr Linnette confirmed BT Connection is now complete and stated that Melbourn Parish Council is still awaiting the final account from Interserve.  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 to too steep and may be a slipping hazard. Cllr Linnette suggested The Ranger mark chevrons on the slope with yellow paint.</p>		<p>ACTION: The Ranger mark chevrons on the slope with yellow paint.</p>
16/0516	PL222/15	<p><b>Letter from SCDC Planning &amp; New Communities Update – Discussion of Document and Completion of Short Questionnaire.</b>  <b>The questionnaire is to be complete at the next Planning Meeting on 31<sup>st</sup> May 2016</b></p>	The Clerk	On Agenda 31 May 2016

