

**MELBOURN PARISH COUNCIL
MINUTES**

Minutes of the Planning Committee Meeting held on Monday 5th June 2017 in the large upstairs meeting room of Melbourn Community Hub at 9.30pm.

Planning Committee - Cllrs Hales, Hart, Kilmurray, Porter, Regan, Sherwen.

In attendance: The Clerk, Cllr Norman

**PL01/17 To Elect a Chair for the Planning Committee
IT WAS PROPOSED BY CLLR HART AND SECONDED BY CLLR HALES THAT CLLR KILMURRAY BE ELECTED AS CHAIR OF PLANNING. ALL WERE IN FAVOUR. THIS WAS CARRIED.**

**PL02/17 To Elect a Vice Chair for the Planning Committee
IT WAS PROPOSED BY CLLR KILMURRAY AND SECONDED BY CLLR HALES THAT CLLR HART BE ELECTED AS VICE CHAIR OF PLANNING. ALL WERE IN FAVOUR. THIS WAS CARRIED.**

PL03/17 To receive any apologies for absence
Cllr Gatward and District Cllr Barrett for personal reasons

PL04/17 To receive any Declarations of Interest and Dispensations
a) **To receive declarations of interest from councillors on items on the agenda**
There were no declarations of interests made

PL05/17 Public Participation (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item.

There were no members of the public present.

PL06/17 To report back on the workshop given by Countryside Properties UK Ltd – Appendix A

Cllr Norman gave an overview on the above documentation and members agreed that representatives should be sought for Melbourn Futures Working Party to represent those of Cambridge Road residents.

ACTION: THE CLERK TO ADVERTISE ON THE NOTICEBOARD/WEBSITE AND FACEBOOK

PL07/17 To receive any notifications or planning consultation documents

a) Notification of applications to carry out tree works subject to a tree preservation order or situated within a conservation area at 4 The Lawns, Melbourn, SG8 6BA. S/1822/17/TP. Fergus Ramsey. Proposal: Horse Chestnut T.1 fell due to excessive decay at the base of root ball. Replant with one standard Horse Chestnut tree in the same place. PARISH COUNCIL PLEASE NOTE THIS HAS BEEN SENT FOR INFORMATION ONLY. CONSENT WILL BE GRANTED FOR THE FELLING OF THIS TREE AS IT IS VERY LIKELY TO FAIL. THE TREE OFFICER VISITED THE SITE LAST MONTH AND RECOMMENDED THIS FELLING. Was noted.

PL08/17 To consider the following Planning Applications

a) Application for proposed rear extension, garage, annexe, dormers and front porch at 35

Dolphin Lane, Melbourn, Royston, Cambridgeshire, SG8 6AE. Mr Tim Yow. S/1539/17/FL
IT WAS PROPOSED BY CLLR HALES AND SECONDED BY CLLR SHERWEN TO APPROVE THE APPLICATION WITH NO COMMENT. ALL WERE IN FAVOUR. THIS WAS CARRIED.

- b) Application for erection of single storey wooden outbuilding (Retrospective) at 8 Ash Grove, Melbourn, Royston, Cambridgeshire, SG8 6BJ. S/1854/17/FL. Mr David Spence
IT WAS PROPOSED BY CLLR SHERWEN AND SECONDED BY CLLR HART TO APPROVE THE APPLICATION WITH NO COMMENT. ALL WERE IN FAVOUR. THIS WAS CARRIED.
- c) Application for demolition of existing conservatory and erection of new single storey extension in same location new external door in existing window opening replacement window at 1 The Moor, Melbourn, Royston, Cambridgeshire, SG8 6ED. S/1742/17/FL. Mr and Mrs Jennings
IT WAS PROPOSED BY CLLR REGAN AND SECONDED BY CLLR SHERWEN TO APPROVE THE APPLICATION WITH NO COMMENT. ALL WERE IN FAVOUR. THIS WAS CARRIED.
- d) Notification of application to carry out tree works subject to a tree preservation order or situated within a conservation area at 21 High Street, Melbourn, Royston, Cambridgeshire, SG8 6ER. T1 Contastiona- Fell, Low amenity shrub, Allow access for hgv vehicles., T2 Cherry-Fell, Low amenity tree, Allow acces for hgv vehicles, T3 Yew-Fell to allow new build barn, T4 Horse Chestnut-Cut back 6X lateral branches by approx 1.5M away from roof of house. T5 Plumb-Crown reduce by approx 1M to allow more light to flower beds. T6 Cherry-Crown reduce by approx.1M to allow more light to flower beds. T.7 Walnut-Reduce in height by approx 2.5M and reduce lateral branches to create shape. Reason for reduction, To alow more light to summer. S/1883/17/TC. Mr Simon Karr
IT WAS PROPOSED BY CLLR HALES AND SECONDED BY CLLR REGAN TO APPROVE THE APPLICATION WITH NO COMMENT. ALL WERE IN FAVOUR. THIS WAS CARRIED.
- e) Cambridge County Council Town and Planning Act 1990. Town and Country Planning General Regulations 1992 – Regulation 3
 Two single storey extensions to the existing primary school to enable the expansion of the existi primary school from 1.5 forms of entry to 2 forms of entry and extension of the independent pre school facility, together with the creation of a new hard surfaced play area, additional cycle and scooter provision, hard and soft landscaping and a new staff and visitor car park with access fr Orchard Road at Melbourn Primary School, Mortlock Street, Melbourn, Royston, SG8 6DB.
 S/0236/17/CC
DUE TO NOT BEING ABLE TO ACCESS THE CCC WEBSITE THIS AGENDA ITEM WAS DEFFERRED UNTIL 26TH JUNE 2017 AND AN ACTION FOR THE CLERK IS TO ASK FOR / EXTENSTION.

The Chair closed the meeting at 10.22pm

APPENDIX A

Parish Clerk

From: Parish Clerk
Sent: 05 June 2017 10:49
To: 'Alex Robinson'; Elizabeth Tomlin; Martin Curtis
Cc: Assistant Clerk;
Subject: RE: Workshop - Melbourn Parish Council
Attachments: Response to Countryside June 17 .pdf

Dear Alex
Please find attached information from Melbourn Parish Council as a result of the workshop.
Kind regards
Sarah Adam
Melbourn Parish Clerk

From: Alex Robinson [mailto:Alex.Robinson@cpplc.com]
Sent: 22 May 2017 18:13
To: Parish Clerk; Elizabeth Tomlin; Martin Curtis
Cc: P
Subject: RE: Workshop - Melbourn Parish Council

Dear all,

Many thanks for your email. Please find attached the presentation as promised. I have also looked at the feedback and can confirm the following age breakdown of responses. There was an error in the presentation.

- 59.2% over 65 yrs
- 16.3% aged 46 - 64
- 16% aged 36 – 45 yrs
- 3 people aged 26 - 35
- 1 person 18 – 25
- 0 below 18

Thank you also for summarising the salient points from Councillors and also providing your vision statement for the village. It is useful to understand observations at such an early stage and we can certainly look at these. I would however just say that reconciling every wish is not always achievable but my commitment is to explain why we are unable to achieve certain things. A lot of what is set out will come through in the detail but I recognise the need to raise these early on.

Regarding the request for information I will need to compile this and get back to you. I will also look carefully at the resident comments regarding Moat Lane.

As discussed on Wednesday I understand there may be a list of priorities / objectives that the Parish may be willing to share with us. It would be good to have an understanding at this stage what these may be so we can consider.

Kind regards

Alex

Alex Robinson MRTPI
Associate Director (Land and Planning)
New Homes and Communities
Countryside Properties

T: 01277 697 022 | M: 07788 368 930 | countryside-properties.com

From: Parish Clerk [<mailto:parishclerk@melbournpc.co.uk>]

Sent: 22 May 2017 11:18

To: Elizabeth Tomlin <ElizabethT@curtinandco.com>; Martin Curtis <MartinC@curtinandco.com>; Alex Robinson <Alex.Robinson@cpplc.com>

Cc: ' '

Subject: [EXTERNAL] Workshop - Melbourn Parish Council

This message originated from outside Countryside Properties

Dear Alex and colleagues

Thank you very much for your input on Wednesday evening. Cllrs found it useful to discuss your proposals at an early stage.

Please could we have the presentation as promised.

I attach the letter from a resident about the problems of using Moat Lane as a cycle/footpath. We would appreciate having details of how your plans address the concerns he raises.

The main points were:

- Cllrs have asked if they can be given the parameters which you have agreed with County Highways for the traffic modelling.
- Cllrs have asked if they can be given a copy of your correspondence with Anglian Water.
- Cllrs would like to see a design which has minimum visual impact on the entrance to the village via Cambridge Road.
- Cllrs expressed the view that we would like to see storey heights restricted as they are being for the New Road development. Certainly Cllrs would like to see lower storey heights at the entrance and any higher storey heights towards the rear.
- Cllrs said that in their view any apartment buildings should be at the top LH corner of the site (as viewed from Cambridge Road).
- Cllrs said that SCDC has recommended to the developers at The Moor that the internal scheme needs to be based on the ability to look through the site, and they support that approach.
- Cllrs expressed the view that landscaping should be mature so that it has impact from the beginning.
- David Thompson noted that there would need to be some on-site play provision but that does not preclude enhancement of extant play areas. Cllrs would like to discuss that idea further.

Most importantly, Cllrs would like to see a development which is tailored to the needs and wants of the village. Specifically, no 5 bed 'Executive' homes but provision for young people and families who wish to stay in their home village and older residents who also want to stay in their home village and move into accommodation better suited to their life stage – this might be bungalows or other bespoke accommodation.

When the Council was discussing the Endurance Estates proposal, we developed a vision for the village. This continues to be our ideal and we would like your proposed development to contribute to it.

Our vision for Melbourn is a place where:

1. There is a strong sense of community and community spirit.
2. Children are educated in our village school from pre-school to GCSE level.
3. Residents can obtain health services in the village.
4. The village utilities support normal expectations of modern life: efficient sewerage and fast broadband, for example.
5. Residents can travel to and from their homes to gain access to the major roads without delay, and can park near to village facilities if they need to.
6. Residents feel safe when they are walking or cycling in the village.

Kind regards

Sarah Adam
Melbourn Parish Clerk
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
Cambridgeshire
SG8 6DZ

Tel: 01763 263303 option 3

<http://www.melbournparishcouncil.co.uk>

Please note: New Parish Office opening hours:

Monday: 10.00am-1.00pm, Wednesday: 1.00pm-3.00pm, Friday: 10.00am-1.00pm

Alternatively, please call to arrange an appointment.

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Countryside Properties plc. Registered in England No. 09878920

Registered Office: Countryside House, The Drive, Brentwood, Essex, CM13 3AT. Telephone: 01277 260000

MELBOURN: OUR VISION FOR THE FUTURE

Our vision for Melbourn is a place where:

- There is a strong sense of community and community spirit.
- Children are educated in our village school from pre-school to GCSE level.
- Residents can obtain health services in the village.
- The village utilities support normal expectations of modern life: efficient sewerage and fast broadband, for example.
- Residents can travel to and from their homes to gain access to the major roads without delay, and can park near to village facilities if they need to.
- Residents feel safe when they are walking or cycling in the village.

We expect that the development proposed by Countryside will contribute positively to these aims.

We are concerned that a self-contained site at the edge of the village has the potential to become a community which is not integrated with the rest of the village. We would like to see plans to mitigate that possibility in both the design and the suggestions that Countryside puts forward for s106 funding and the Transport Assessment.

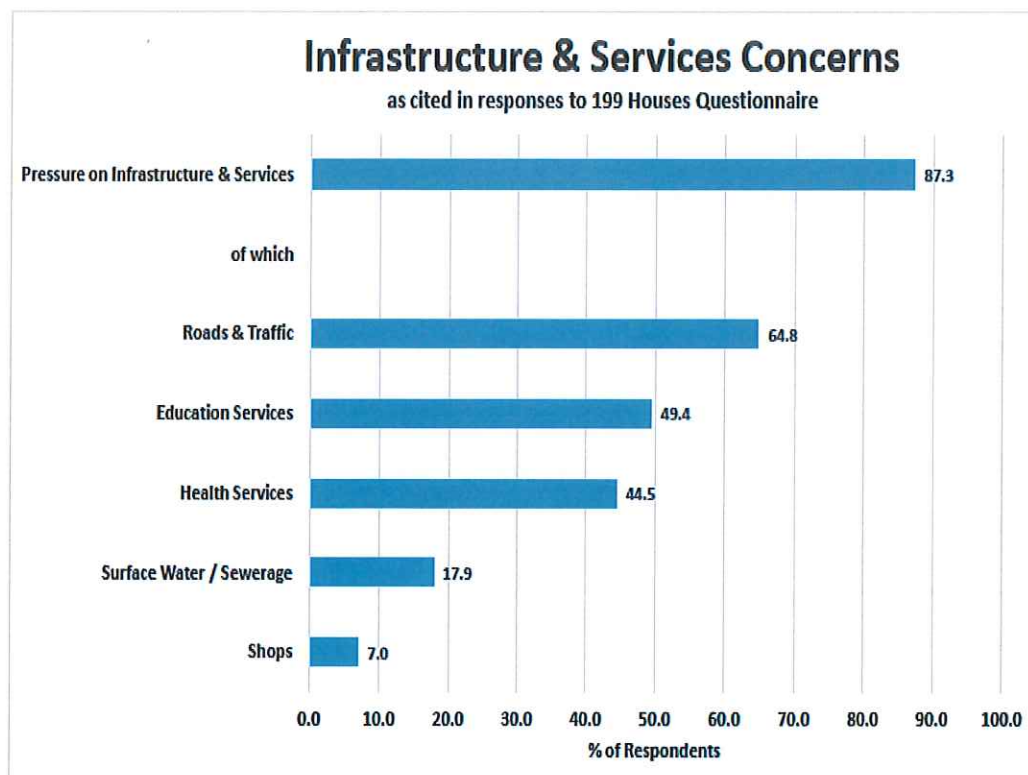
Open space

Melbourn has a demonstrable shortage of open space according to SCDC. Any play facilities on the site itself would be welcomed. However, improvements to the nearby play park should also be considered as a means of potentially integrating the new community into Melbourn.

The play parks will have their annual inspection in June and so the Parish Council will be better informed as to their suitability for increased usage.

Cont'd

Infrastructure Concerns



Transport

We are unconvinced by the argument that people will be persuaded to use public transport for their journeys. It is clear from data from the 2011 Census data that 70% of the total working population aged 16-74 years travel to work by car/van, with only 2% taking the bus and 6% taking the train. Also, children were asked how they travelled to the Primary school on one morning in mid-October (2014). Overall, 42% travelled by car (45% in Foundation; 38% in Year 1/2; 51% in Year 3/4; 35% in Year 5/6).

Traffic in the centre of the village is a great concern and so we would like to see a focus on:

- Encouraging traffic to join the A10 at Frog End and this may mean significant improvements to the junction.
- Inducements to encourage walking and cycling into the centre of the village to avoid increasing congestion.
- If there are foreseeable events which are likely to cause congestion (for example, the beginning and end of the day at the Primary School), are there ways of tackling it? Eg a walking bus or minibus shuttle service

Congestion in Mortlock Street at school arrival and departure times is already a concern and will be exacerbated by the 199 development. A further development of 160 dwellings will have a further significant impact. Our concern arises not just from congestion but also the potential harm from the increase in air pollution from traffic fumes. We would like to see some innovative thinking in suggested mitigations.

Types of Housing needed

The NPPF clearly states that "...a mix of housing based on current and future demographic trends and the needs of different groups in the community (such as older people, people with disabilities...) is needed". The proposal includes a mix of housing including starter homes, but also 4 and 5 bedrooms properties. These are not what the village wants or needs for its healthy growth.

Melbourn needs provision for bungalows and dwellings suitable for the 'free-living' elderly or disabled. At the time of the Village Plan in 2010, 43% of Melbourn residents had lived in Melbourn for more than 21 years – we have to plan to accommodate longstanding residents in suitable housing as they grow older.

Questions were asked as part of the development of the Village Plan in 2010/11 to determine the types of new housing which would be supported:

- The strongest support was for initiatives to convert redundant buildings for housing (70% agree – 8% disagree) and initiatives to provide homes for local people (63% agree – 12% disagree).

- There was support for smaller homes:

Type	Agree %	Disagree %
2 bed starter homes	51	20
3 bed family homes	44	22
4 bed larger family	22	38
5 bed	13	48

- Also 46% agreed there should be more community homes for retired people (19% disagreed) and 37% agreed there should be more sheltered housing (27% disagreed).

These are comments that residents have made about what Melbourn needs:

'I think this development should go ahead but only if it is made up of affordable housing, including low rise flats, starter homes and small family houses which the young people of Melbourn can afford. We do not need any more 5 bedroom executive houses which attract more incomers to the village.'

'We need basic housing..the younger generation of the district need starter homes. We need the younger generation to remain in Melbourn, Therefore I am in favour of development, provided that it is:

- At a steady pace
- Any development to have a high proportion of starter homes
- We must engage with the developers to ensure there is an appropriate infrastructure to support the development.'

'Housing is needed for single parent families and for single people.'


'We need housing for single people who do not have any points in the council list as they have no dependents. We need small starter homes for young people. Most young couples have no chance of getting on the housing market at the moment.'

Melbourn Parish Council

June 2017

Countryside Property

Mr B. Chappell



02/05/2017

Dear Sirs.

Further to your proposals for development at Cambridge Road Melbourn I attended the exhibition at the Hub in Melbourn and was surprised to see your proposed use of Moat Lane as a Cycle and footpath way into Melbourn village.

Access to your development is off the Cambridge road, which has a footpath all the way into the village, and a cycle path that terminates at the Science Park. There is an adequate, well lit path from here to the Moor road. There is one road from the Science park, and two house drives that cross this path before arriving at the Moore turning, approximately 350 meters from the Science Park entrance.

Your proposal of the path/cycle way to Moat Lane joins the Moat lane road approximately 170 meters from the Moor road. It joins this road a 90 degree bend coming from the right from a private housing estate. There is no footpath on the left side of Moat lane road to the Moor road from this junction. On this side there are three vehicle drives onto this road, none with a clear view left or right. Any users of the path would have to cross over to the opposite side of moat lane road to a footpath if they did not want to walk or cycle on the road.

On the right side the footpath runs for only 50 meters, with three house drives crossing the path with no clear view of the path. Then users would have to cross Dickasons road junction, approximately 26 meters. This also has limited views for vehicles coming out of Dickasons. There is then a stretch of 38 meters of narrow road with no footpath on either side of the road. There is one house drive into the road on this section.

There is then a footpath for 20 meters to Old Foundry Close with three house drives crossing the path and two have a very limited view one way. The crossing of Old Foundry Close is approximately 11 meters. There is then footpath for 26 meters to the Moor road.

Moat Lane Road is poorly lit with only three lampposts. This is complicated by large trees and bushes on either side of the road, especially on the section with no paths on either side that has no lighting.

The road is well used by residents and delivery vehicles. Medium and large vehicles have to reverse from Dickasons to the end of Moat lane in the private estate, as there is no turning place beyond Dickasons, especially the Refuse collection vehicles. Their task is compounded by vehicles parked on moat lane Road.

If you take into consideration all of the above issues, I am sure you will agree it would be extremely dangerous for any cyclist or walkers on this road.

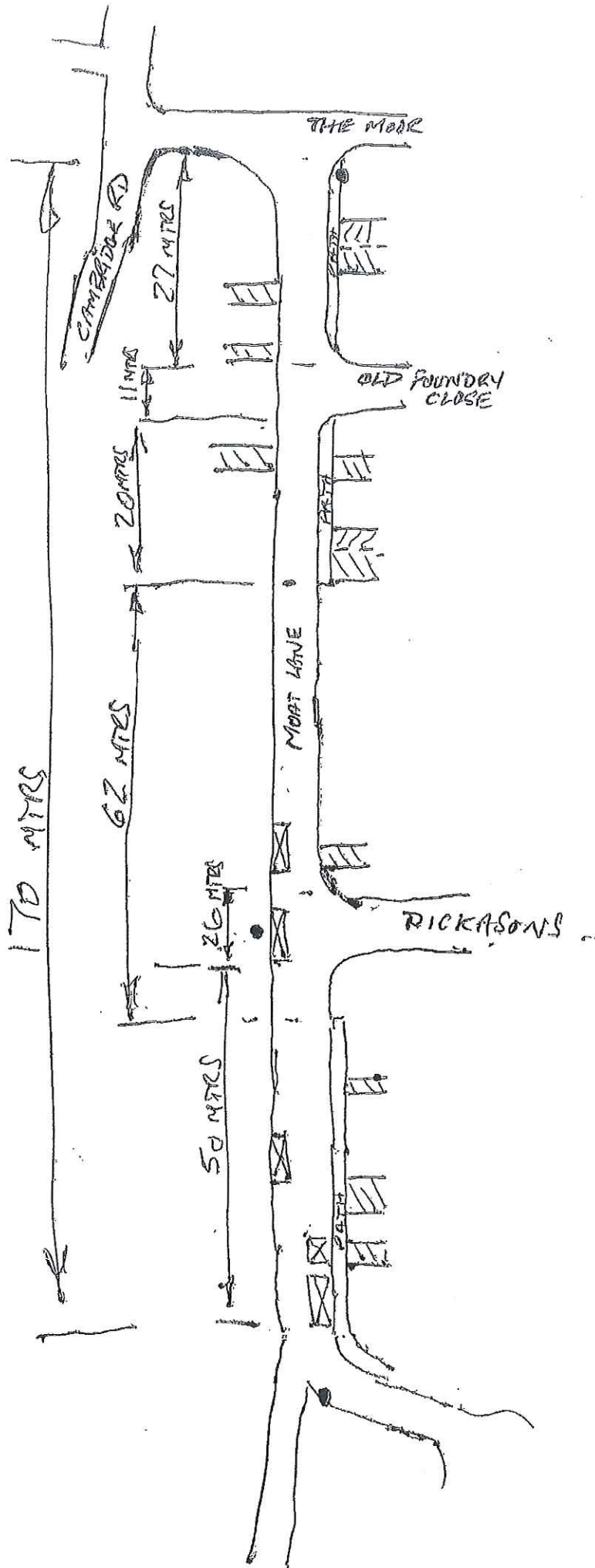
I could be available one day if you would like to send someone to Moat Lane, and I can go through the above with them.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'B. Chappell'.

B. Chappell.

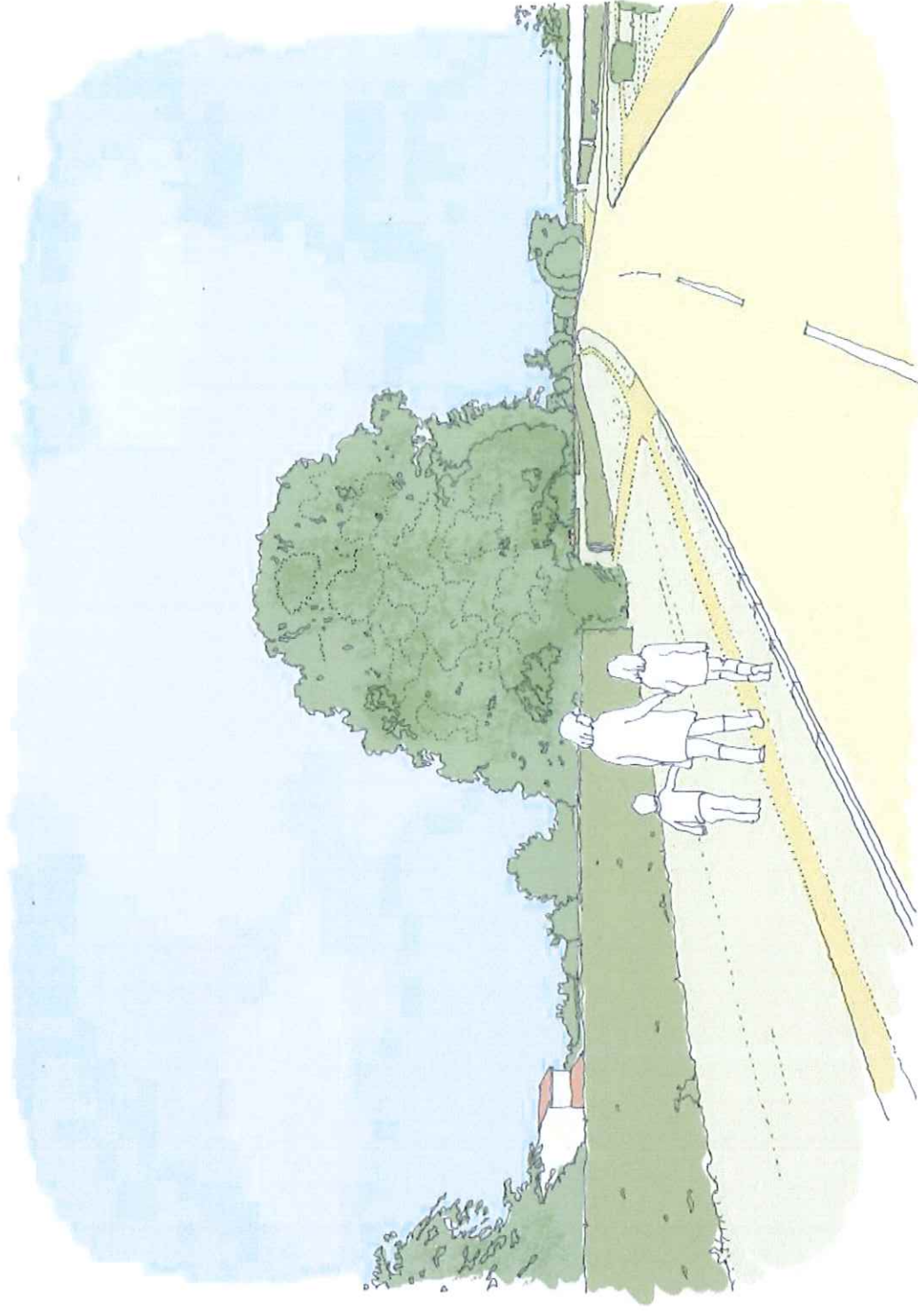
Copy to Melbourn Parish Council. ✓



REGULAR
VEHICLES PARKED

VEHICLE DRIVES

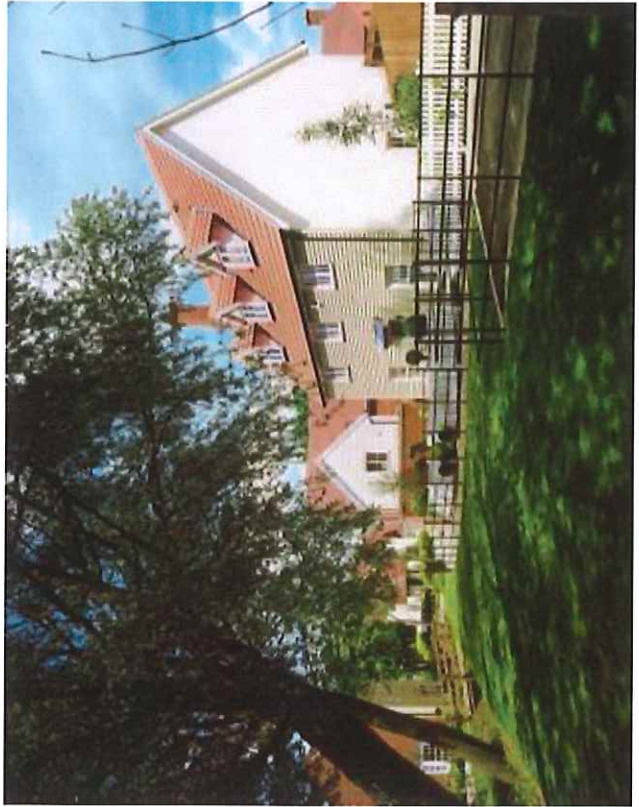
LAMP POSTS



Land at Cambridge Road, Melbourn

Parish Council Workshop

17th May 2017



Alex Robinson – Associate Director

David DeVries – Design Director

Amelia Cherry – Graduate (Land)



Why are we here:

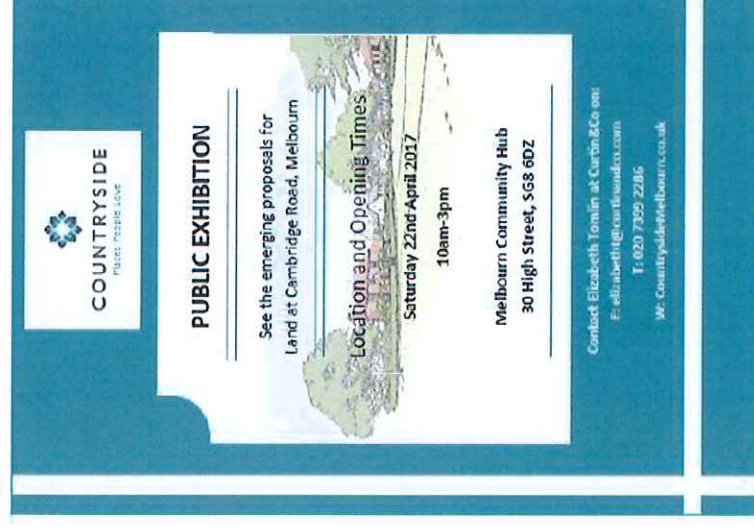
- Update you on consultation and feedback
- Update on stakeholder engagement
- Update on findings of ongoing technical assessments
- Further feedback from Parish Council on Local Issues, priorities and objectives
- Workshop on core design principles (densities, layout, landscaping, materials, design theme, open spaces)

An aerial photograph of a rural landscape. A large, rectangular field, currently brown and fallow, is outlined with a red border, indicating a proposed development site. This field is situated to the north of a residential area characterized by numerous small houses and green lawns. To the east of the red-outlined field is a road and a small cluster of buildings, including what appears to be a school or community center. The surrounding area consists of various green fields and patches of trees.



Consultation and Feedback

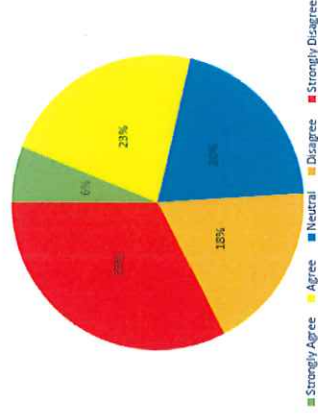
- 156 people attended
- 49 people responded
- 60% over 65 yrs
- 16% aged 36 – 45 yrs
- 16% aged 26 – 35 yrs
- 1 person 18 – 25
- 0 below 18



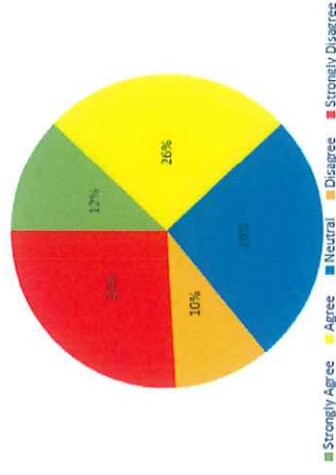
Residents' addresses

Consultation and Feedback

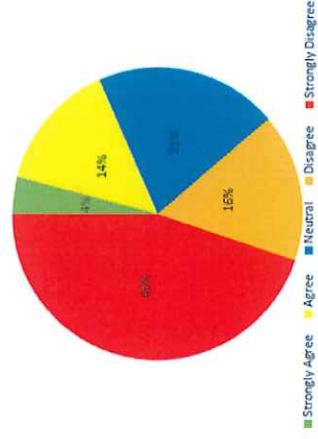
1) THE SITE, SITUATED BETWEEN MELBOURN SCIENCE PARK AND URBAN PLASTICS, IS UNDERUTILISED AND SUITABLE FOR NEW HOMES AND GREEN SPACES



2) LAND AT CAMBRIDGE ROAD IS NOT GREEN BELT LAND. HOW IMPORTANT DO YOU THINK IT IS TO BUILD MUCH-NEEDED NEW HOMES ON LAND NOT DESIGNATED AS GREEN BELT.

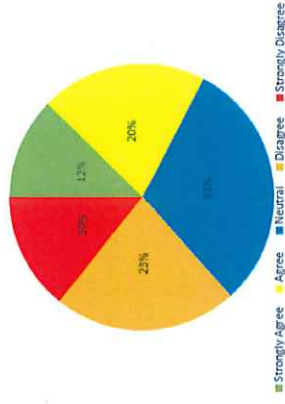


3) THE SITE IS LOCATED WITHIN REACH OF THE NO26 BUS, THE A10 AND NUMEROUS CYCLING PATHS. DO YOU BELIEVE THAT THIS DEVELOPMENT WILL PROVIDE SUSTAINABLE TRAVEL FOR RESIDENTS?

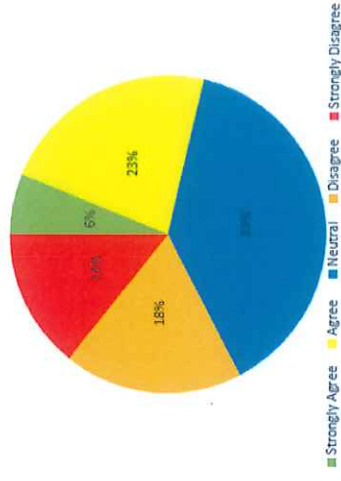


Consultation and Feedback

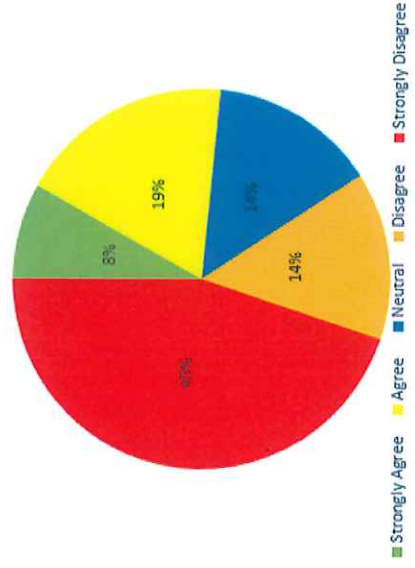
4) AS PART OF THE PROPOSED DEVELOPMENT, COUNTRYSIDE WILL PROVIDE AFFORDABLE HOUSING INCLUSIVE OF BOTH SHARED OWNERSHIP AND AFFORDABLE RENT. DO YOU FEEL THAT THIS FULFILLS A NEED WITHIN THE LOCAL COMMUNITY?



5) THE PROPOSAL WILL SEE A HOUSING MIX WITH A WIDE RANGE OF OPTIONS, RANGING FROM 1,2,3 AND 4 BEDROOM PROPERTIES. DO YOU AGREE THAT THE PROPOSALS ADEQUATELY PROVIDE FOR NEED IN SOUTH CAMBRIDGESHIRE'S HOUSING MARKET?



6) I SUPPORT THE PROPOSALS



Consultation and Feedback

Traffic and Public Transport

- Inadequate highway infrastructure
- Dangerous A10 junction
- Increased accident rates at A505 and A10
- Relocating the 30mph speed limit
- Reduction of No. 26 bus

Health and Education Facilities


- Limited information on impact of doctor's surgery
- Questions about capacity of Primary School

Sewerage Systems

- Can sewerage system cope?
- Surface water drainage strategy is unclear

Size of Houses

- Emphasis should be on smaller houses
- Affordable housing should mean exactly that
- Currently showing larger homes



COUNTRYSIDE
Places People Love

Land at Cambridge Road, Melbourn

Have your say...

Thank you for taking the time to attend today's exhibition. On the reverse of this note is a short survey, which won't take more than a minute to complete. Please complete and return this form to a member of the project team before you leave today or post it in the pre-paid envelope provided or otherwise send it to the address below, to arrive no later than 5th May 2017.

Business Reply Plus
RT-ELAYWICOLA
Exhibition Feedback
Countryside, 359 Oxford Street
London W1C 3DZ

About You

Please be assured that your contact details will not be shared with anyone. They are merely required to validate your comments with the local Council. If you have any further queries, please contact: Martin Curtis on 07887 808 442 or email Martin@countryside.co.uk

Name

Address

Post Code

Email Address

Age Range

☐ Under 25

☐ 26 - 35

☐ 36 - 45

☐ 46 - 64

☐ 65+

What is your interest in the area?

☐ I am a local resident

☐ I am a local councillor

☐ I am a prospective resident

☐ I work in the area

If you are interested in buying a Countryside property at Cambridge Road please tick this box.

☐

Stakeholder Engagement

Melbourn Science Park

- Have ambitions to remain an important local employer and want to secure long term presence.
- Important they have thriving and happy workforce.
- They have identified issues with existing site and would like improved facilities (longer term ambition).
- Identified issues with staff welfare.

Melbourn Village College

- Currently have 500 children with an optimum capacity of c.600.
- Identified A10 at Frog End as issue.
- Have sports and leisure facilities which act as community asset and in need of improvements.
- Potential to explore improvements through development.

Anglian Water

- Initially identified capacity issues within the local network.
- Discussions to date have identified solution which will involve a direct connection to the treatment works to the north of the site.

Stakeholder Engagement

South Cambridgeshire District Council

- Pre-application meeting 6 April 2017
- Confirmed absence of 5 year supply of housing (4.1 years)
- Importance of demonstrating delivery
- Approximately 26 dph is lower than policy requirement but could be supported
- Agricultural land loss
- Need to demonstrate consideration of Landscape and Visual Impact
- Demonstrate that 160 dwellings can be accommodated through proving layout
- S.106 (inc. indoor facilities and offsite open space, education, healthcare, cycleway improvement)

Cambridgeshire County Council

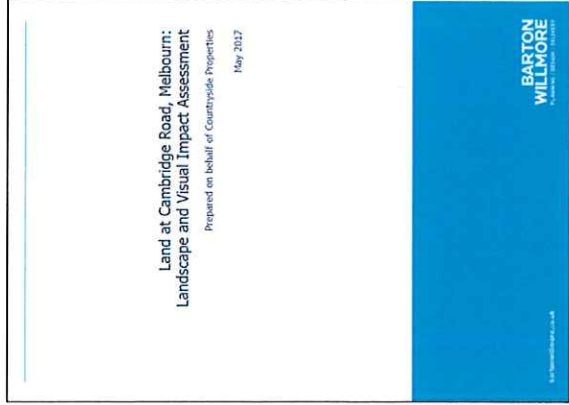
Highways

- Extensive pre-application discussions to agree aspects of the Transportation Assessment
- Improving existing bus stops and providing bicycle parking within the village
- Discussions about improved cycling route to Royston
- Contribution towards community transport vehicle
- Improvements to crossing facilities within the centre of the village

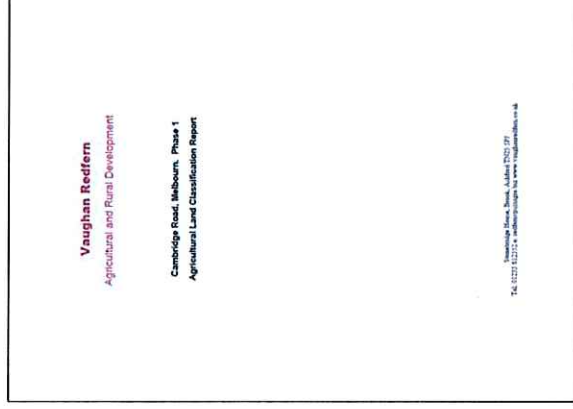
Education

- Liaising with County Council Education team
- Awaiting County view on preferred option

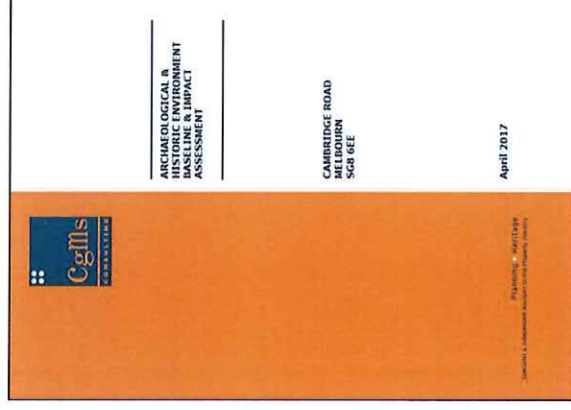
Update on Technical Assessments



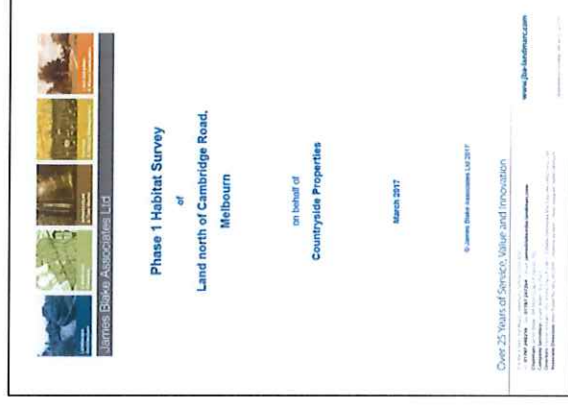
Landscape & Visual Impact Assessment



Agricultural Grading Assessment



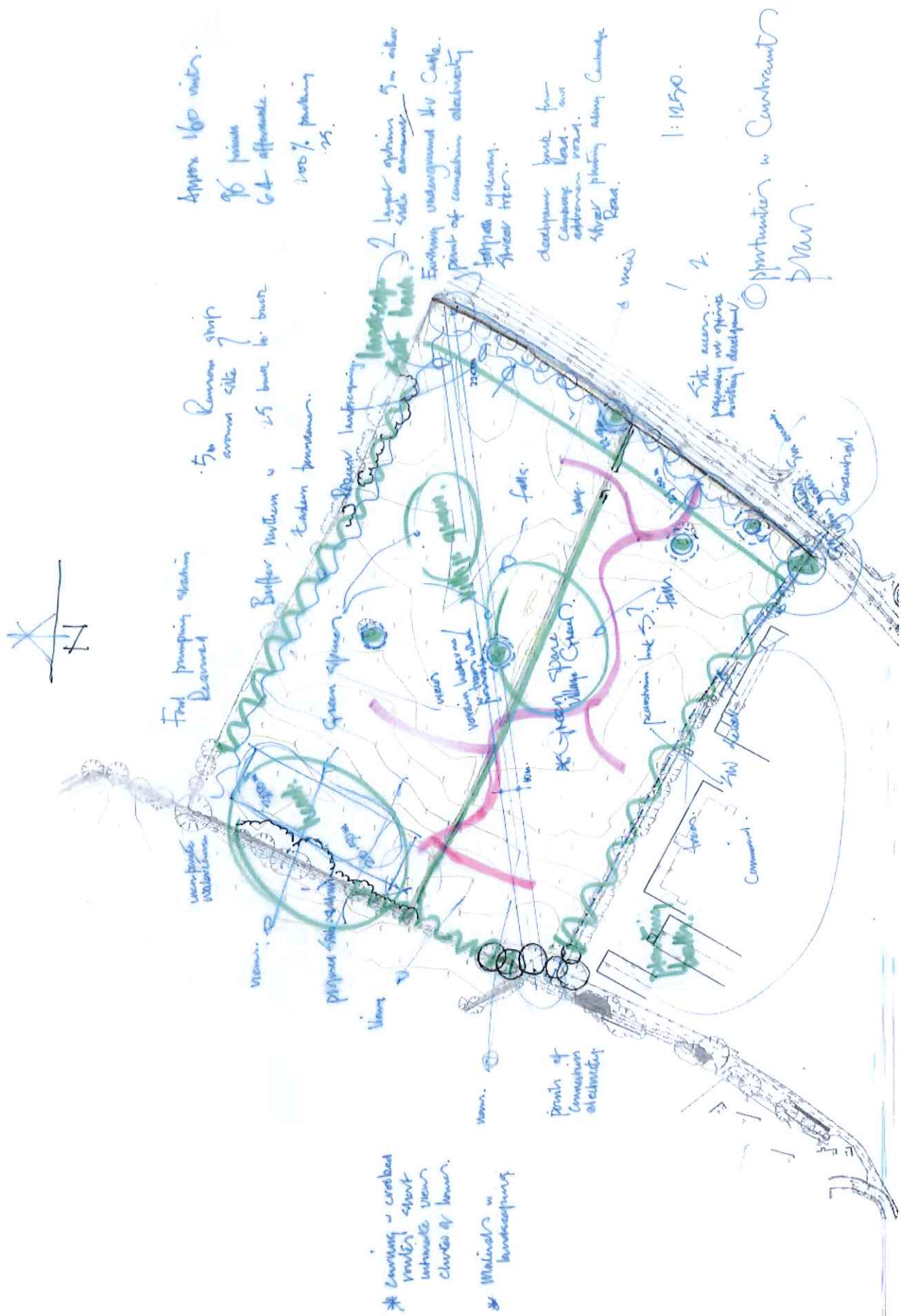
Archaeological Investigation



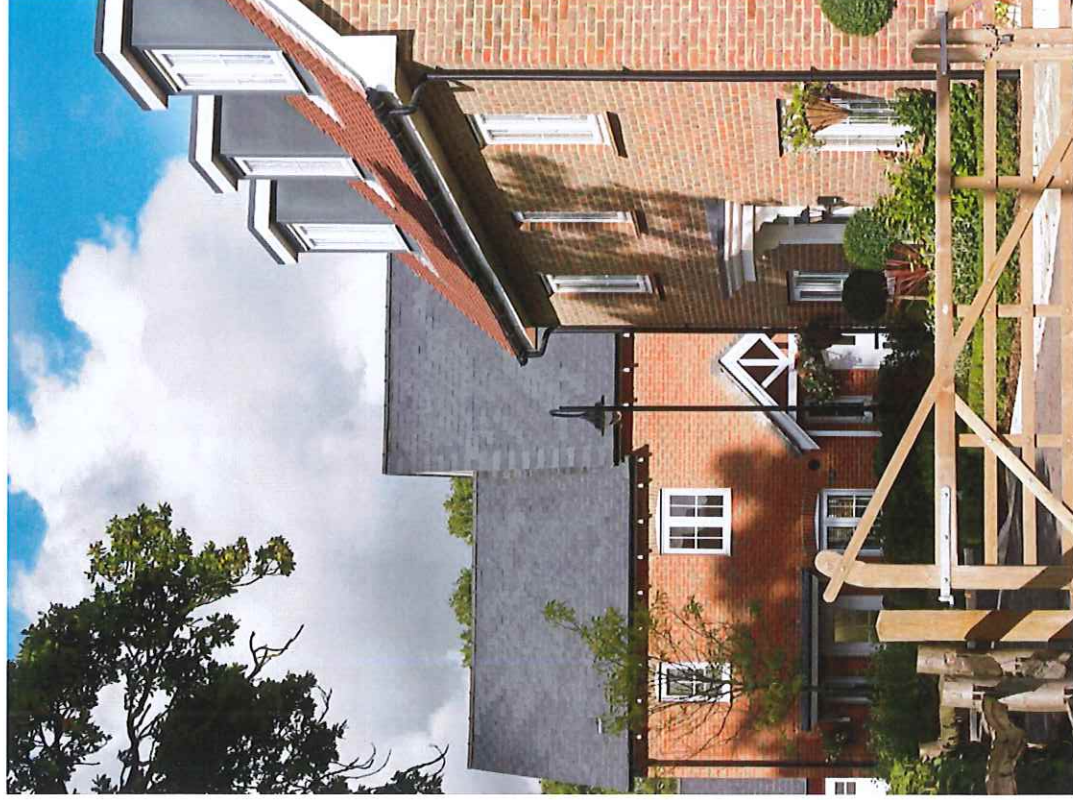
Ecological Assessment

Opportunity for Parish Comment

1. Further Issues
2. Understanding Priorities & Objectives



Workshop Session - Core Design Principles



1. Approach to density across the site
2. Layout and landscaping considerations
3. Materials
4. Open space



Approach to Density

- Do you think that the density of the development should vary across the site?
- Where should higher density and lower density development be located?
- Do you think that the height of the development should vary across the development?



Layout and Landscaping Considerations

- What considerations do you think should inform the detailed layout of the development?
- Do you think that strict compliance with policy standards is important if the overall place-making and design ethos suffers?