

MELBOURN PARISH COUNCIL
DRAFT MINUTES

Minutes of the Planning Committee Meeting held on Monday, 9 April 2018 in the large upstairs meeting room of Melbourn Community Hub at 19:30.

Planning Committee : Cllrs Buxton, Clark, Gatward, Hart, Kilmurray, Porter, Sherwen

Planning Committee Attendance : Chair - Cllr Kilmurray, Cllrs Buxton, Clark, Gatward, Hart

In attendance: Assistant to the Clerk, District Cllrs Barrett and Hales

- PL9417 **To receive any apologies for absence**
Post meeting note: Apologies received from Cllrs Porter (by email) and Sherwen (by telephone) for personal reasons
- PL95/17 **To receive any Declarations of Interest and Dispensations**
None received
- a) **To receive declarations of interest from councillors on items on the Agenda**
None received
- PL96/17 **To approve the minutes of the Planning Committee Meeting on 12 March 2018**
IT WAS PROPOSED TO ACCEPT THE MINUTES AS DRAWN. PROPOSED BY CLLR CLARK.
SECONDED BY CLLR GATWARD. IN FAVOUR: CLLRS BUXTON, CLARK AND GATWARD.
ABSTENTIONS: CLLRS HART AND KILMURRAY FOR NON-ATTENDANCE. THIS WAS CARRIED.
- PL97/17 **To report back on the minutes of the Planning Committee Meeting on 12 March 2018**
There was nothing to report
- PL98/17 **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)**
No members of the public were present.
- PL99/17 **To receive any notifications or planning consultation documents**
a) Notification: Grant of planning permission for garage conversion. Ref: S/2421/17/FL. Date: 4 January 2018. Location: 25 Armingford Crescent, Melbourn, SG8 6NG. Applicant: Mr Neil Busby.
THIS WAS NOTED
- b) Notification: Refusal of permission for loft conversion with rear dormer and three roof lights to the front elevation. Ref: S/4068/17/FL. Location : 8 the Lawns Close, Melbourn, SG8 6DR. Applicant: Mr and Mrs Buckley-Payne
Noted that an appeal has been lodged. THIS WAS NOTED
- c) Notification: Grant of planning permission for single storey two bedroom dwelling. Ref: S/4035/17/FL. Location: 19 Hale Close, Melbourn, SG8 6ET. Applicant: Ms Melanie Peploe.
THIS WAS NOTED
- d) Notification: Grant of planning permission for replacement window. Ref: S/4109/17/LB. Location: 29A The Moor, Melbourn, SG8 6ED. Applicant: Mrs Molly Jones. **THIS WAS NOTED**

- e) Notification: Refusal of planning permission for proposed new house and garage. Ref: S/0149/18/FL. Location: 18 Greenbanks, Melbourn, SG8 6AS. Applicant: Mr David Blundell.
THIS WAS NOTED.

PL100/17 To consider the following Planning Applications

Chair noted that the Agenda item was incorrectly shown as PL101/17 but should be PL100/17. Chair noted that agenda item PL100/17s) would be considered after item PL100/17g) and items PL100/17h) – r) would then be considered.

- a) Application to carry out tree works: Ref: [S/0944/18/TP](#). Location: 1 The Lawns, Melbourn, SG8 6BA. Applicant: Brazier. Agent: Acacia Tree Surgery Limited
There was discussion as to the need for the work to be carried out as trees are overhanging the road.
IT WAS PROPOSED TO SUPPORT THE APPLICATION WITH NO COMMENTS. PROPOSED BY CLLR CLARK. SECONDED BY CLLR BUXTON. IN FAVOUR: CLLRS BUXTON, CLARK, HART, KILMURRAY. AGAINST: CLLR GATWARD. THIS WAS CARRIED.
- b) Proposal: Re-plan of plots 25-31 to S/2048/14/FL as amended by S/0763/15/VC to accommodate 3 further dwellings (bringing the total provision to 67), and amended housing mix and scheme layout. Ref: [S/4414/17/FL](#). Location: Land to rear of Victoria Way, Melbourn, SG8 6FE. Applicant: Mr B Tyler.
Chair noted that the proposal is to take out 3 large dwellings and put 6 smaller dwellings in their place. There was discussion as to the need for s106 and other financial aspects of this application to be reviewed in view of the increase in number of properties to be noted in our response. Concern was raised with regard to the increase in the number of properties being added at this late stage and the impact of increased traffic. A District Cllr noted importance of this development being completed before the development for 199 homes on New Road commences and highlighted the impact increased contractor traffic. Noted that the original application was for 64 properties and the increase would have an impact on the commuted sum.
IT WAS PROPOSED TO SUPPORT THE APPLICATION WITH THE FOLLOWING COMMENTS:
 - **A request that the s106 contribution be re-calculated**
 - **A request that the commuted sum be re-calculated**
 - **To note that the Highways conditions are unfair.****PROPOSED BY CLLR HART. SECONDED BY CLLR BUXTON. IN FAVOUR: CLLRS BUXTON, GATWARD, HART, KILMURRAY. AGAINST: CLLR CLARK. THIS WAS CARRIED.**
- c) Proposal: Conversion to form a two storey two bedroom dwelling. Ref: [S/0830/18/FL](#). Location: The Old Telephone Exchange, Royston Road, Melbourn, SG8 6DH. Applicant: Mr Paul Wilkinson.
There was discussion as to previous unsuccessful applications. Concern was raised as to access from the property directly into the layby. Noted National Speed Limited applies to the A10. Concern raised that the site plan does not make it clear that access is on to a major by-way. Concern also raised with regard to noise and discussion as to inadequacy of hedge to provide sufficient noise buffer.
IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE SAME GROUNDS AS THE PREVIOUS APPLICATION.
PROPOSED BY CLLR HART. SECONDED BY CLLR CLARK. ALL IN FAVOUR. THIS WAS CARRIED.

- d) Proposal: Prior approval of single storey rear extension. Ref: [S/0840/18/PA](#). Location: 27 Drury Lane, Melbourn, SG8 6EP. Applicant: Mr P Page.
IT WAS PROPOSED TO SUPPORT THE APPLICATION WITH NO COMMENTS. PROPOSED BY CLLR HART. SECONDED BY CLLR GATWARD. ALL IN FAVOUR. THIS WAS CARRIED.
- e) Proposal: Single storey timber garden room. Ref: [S/0877/18/FL](#). Location: 8 New Road, Melbourn, SG8 6BX. Applicant: Dr Congreve.
There was discussion as to the drawings and the proportion of the structure in relation to surrounding buildings.
IT WAS PROPOSED TO SUPPORT THE APPLICATION WITH NO COMMENTS. PROPOSED BY CLLR HART. SECONDED BY CLLR CLARK. ALL IN FAVOUR. THIS WAS CARRIED.
- f) Proposal: Erection of a new dwelling adjacent to existing house. Demolition of existing garage and creation of additional car parking to serve existing and new dwelling. Ref: [S/0409/18/FL](#). Location: Warrant Lodge, Fowlmere Road, Fowlmere, SG8 6EZ. Applicant: Ms Shelton.
NOTED that this application was refused on 4 April 2018.
- g) Proposal: Detached garage. Ref: [S/1064/18/FL](#). Location: 20 Orchard Road, Melbourn, SG8 6HL. Applicant: Mr J Giraud.
There was discussion as to the precise location of the proposed build and whether it was in keeping with surrounding area.
IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE FOLLOWING GROUNDS:
- **Proposed development is not in keeping with surrounding area.**
 - **Concern over sight line for vehicles accessing and exiting the property.**
- PROPOSED BY CLLR GATWARD. SECONDED BY CLLR CLARK. ALL IN FAVOUR. THIS WAS CARRIED.**
- s) Proposal: Erection of shed, greenhouse and double garage with storage/gym above. Ref: [S/0774/18/FL](#). Location: Hillside House, Newmarket Road, Melbourn, Royston, SG8 7LZ. Applicant: Mrs Wendy Bishop
There was discussion as to the quality of the plans submitted for this application.
IT WAS PROPOSED TO SUPPORT THE APPLICATION WITH NO COMMENTS. PROPOSED BY CLLR GARWARD. SECONDED BY CLLR BUXTON. ALL IN FAVOUR. THIS WAS CARRIED.
- h) Proposal: Discharge of condition 5 (Tree Schedule / Tree Protection) of planning permission S/2791/14/OL. Ref: [S/1086/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
The Chair noted concern as to the way the developer had approached discharging the various conditions. A letter would be sent to SCDC setting out concerns.

There was discussion as to the large horse chestnut tree subject to a TPO – remedial works to be carried out. Noted that the Parish Council had fought hard to obtain TPOs for this site. Request made that all TPO trees be protected as per usual conditions. Noted that the documents online are drawings but do not appear to include a method statement. It was noted for the record that a Stop Notice has been issued by SCDC on the site. Also noted that information online appears to be incomplete and does not allow Planning Committee to make an informed decision.

IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE GROUNDS THAT THE METHOD

STATEMENT COVERING PART 2 OF THE CONDITION IS INCOMPLETE AND/MISSING AND ALSO THAT THE PLANNING SCHEDULE IS INACCURATE.

PROPOSED BY CLLR CLARK. SECONDED BY CLLR GATWARD. ALL IN FAVOUR. THIS WAS CARRIED.

- i) Proposal: Discharge of condition 19 (Construction environmental management plan) of planning permission S/2791/14/OL. Ref: [S/1123/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
The Chair noted what the management plan covers and invited comments. Noted that documents are difficult to review and suggested requesting SCDC upload in a more workable format. Noted that the documents appear unclear and inaccurate.
IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE BASIS OF INCOMPLETE AND/OR MISSING INFORMATION AND THAT THE DOCUMENTS PROVIDED APPEAR INACCURATE.
PROPOSED BY CLLR GATWARD. SECONDED BY CLLR BUXTON. ALL IN FAVOUR. THIS WAS CARRIED.
- j) Proposal: Discharge of condition 11 (Fire Hydrants) of planning permission S/2791/14/OL. Ref: [S/1120/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
Noted documents on line are not clear and/or accessible. Discussion with regard to the location of water mains and fire hydrants. It was noted that New Road will need to be excavated more than once and perhaps the developer could contribute towards re-laying the surface of the road once the development is finished.
It was noted that the applications to Discharge Conditions relating to this development appear to be very complicated and have been poorly prepared. It was noted that the information and maps provided do not appear to correlate. This should be fed back to the Planning Department.
IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE BASIS OF INCOMPLETE AND/OR MISSING INFORMATION.
PROPOSED BY CLLR CLARK. SECONDED BY CLLR GATWARD. ALL IN FAVOUR. THIS WAS CARRIED.
- k) Proposal: Discharge of condition 13 (finished floor levels) of planning permission S/2791/14/OL. Ref: [S/1121/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
It was noted that the relevant documents have not been uploaded to the Planning website for consideration.
IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE BASIS OF INCOMPLETE AND/OR MISSING INFORMATION.
PROPOSED BY CLLR HART. SECONDED BY CLLR CLARK. ALL IN FAVOUR. THIS WAS CARRIED.
- l) Proposal: Discharge of condition 17 (Archaeological Investigation) of planning permission S/2791/14/OL. Ref: [S/1122/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
Noted that the archaeological investigation has been done but no documentation is available. There was discussion as to whether any archaeological finds made would be left in the ground. It was suggested that a detailed report is requested as to what was found, where it is and how it will be protected for posterity. Concern was raised that the method statement is only available now but the investigation has been done. It was noted that it is important for

developers to abide by rules and conditions imposed as this is a long and complicated development and it is essential that the Parish Council has confidence in the integrity of the developers.

IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE FOLLOWING GROUNDS:

- **That the information was not made available prior to the archaeological dig.**
- **Accordingly, how can Melbourn Parish Council or SCDC Planning Authority be confident that the archaeological dig was conducted in accordance with the method statement?**
- **Melbourn Parish Council would request SCDC to provide an assurance that the archaeological dig was carried out in accordance with the method statement. If such assurance is not available. Melbourn Parish Council would request that a fresh archaeological investigation be carried out.**

PROPOSED BY CLLR HART. SECONDED BY CLLR GATWARD. ALL IN FAVOUR. THIS WAS CARRIED.

- m) Proposal: Discharge of condition 28 (On site renewable energy details) of planning permission S/2791/14/OL. Ref: [S/1127/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
- There was discussion as to the number of properties with solar panels – 23 properties out of a total of 199. Also noted that affordable housing will not necessarily benefit from solar panels. It was agreed that the Parish Council does not have specific expertise to make an informed decision as to this application.

IT WAS PROPOSED TO COMMENT ON THE APPLICATION THAT:

- **Only 23 properties with solar panels out of 199 properties appears to be very low.**
- **The Parish Council does not have the technical expertise to consider this application in detail.**
- **The proposal does not meet the requirement to produce 20% energy reduction rather than 20% saving as noted.**

PROPOSED BY CLLR GATWARD. SECONDED BY CLLR HART. ALL IN FAVOUR. THIS WAS CARRIED.

- n) Proposal: Discharge of condition 23 (Site waste management plan and waste audit) of planning permission S/2791/14/OL. Ref: [S/1124/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
- Noted that this relating to condition 23 not condition 20 as incorreccted stated on the Agenda. Noted that the Recap condition appears to be satisfied. There was discussion as to which documents on the SCDC website are relevant to this application. Again, concern was raised that the Parish Council does not have expertise to fully consider this application based on available information. It was suggested that a completion report and other standard documentation should be requested. Noted that some pro forma documentation appears to be missing from the application.

IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE BASIS OF MISSING AND/OR INCOMPLETE INFORMATION AND DOCUMENTATION.

PROPOSED BY CLLR GATWARD. SECONDED BY CLLR CLARK. ALL IN FAVOUR. THIS WAS CARRIED.

- o) Proposal: Discharge of condition 21 (noise assessment) of planning permission S/2791/14/OL. Ref: [S/1125/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert

Eburne, Hopkins Homes Ltd

Noted that there is a noise report online. There was discussion as to whether this condition relates to Hopkins Homes and/or to Octopus Health in relation to the carehome.

IT WAS PROPOSED OT OBJECT TO THE APPLICATION ON THE GROUNDS THAT NOISE IMPACT INCLUDES OCTOPUS HEALTH'S DOMAIN AND THEY HAVE NOT YET SUBMITTED RESERVED MATTERS APPLICATION.

PROPOSED BY CLLR HART. SECONDED BY CLLR CLARK. ALL IN FAVOUR. THIS WAS CARRIED.

- p) Proposal: Discharge of condition 22 (Traffic management plan) of planning permission S/2791/14/OL. Ref: [S/1126/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
- It was noted that the maps provided are incorrect and do not block off the junctions at Royston Road and Cambridge Road. Traffic management plan needs to be made clear to all contractor vehicles. Noted that there has already been a number of breaches of this condition. Agreement was that all contractor traffic would enter the site from the A505 and New Road. Noted that the parking area marked on the plans for site vehicles appears insufficient. Concern was raised as to the times noted for noise are one hour either side of the permitted working hours on site.

IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE BASIS THAT THE DOCUMENTS PROVIDED ARE INCORRECT AND INCONSISTENT.

PROPOSED BY CLLR CLARK. SECONDED BY CLLR GATWARD. ALL IN FAVOUR. THIS WAS CARRIED.

- q) Proposal: Discharge of condition 6 (Surface water drainage) of planning permission S/2791/14/OL. Ref: [S/1118/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
- It was noted that SCDC rejected the application on 30 March on the basis that suds system for House A is on House B's property.

IT WAS PROPOSED TO SUPPORT SCDC'S REJECTION OF THE APPLICATION ON THE BASIS THAT:

- **The information supplied is unacceptable**
- **It is not possible to comment as insufficient information has been supplied. Specifically, the use of soakaways is supported, however for future maintenance ease, they must fall within the curtilage of at least one of the properties they are draining. It is not acceptable to have soakaways that drain one property located in another garden. This will cause future maintenance problems for homeowner, even if legal easements are entered into. This is a fundamental issue that need revising.**
- **Calculations need to be supplied for each soakaway.**

PROPOSED BY CLLR HART. SECONDED BY CLLR GATWARD. ALL IN FAVOUR. THIS WAS CARRIED.

- r) Proposal: Discharge of condition 10 (Landscape and ecological management plan) of planning permission S/2791/14/OL. Ref: [S/1119/18/DC](#). Location: Land off New Road, Melbourn. SG8 6BY. Applicant: Robert Eburne, Hopkins Homes Ltd
- It was noted that the relevant documents relating to the Management Plan do not appear to be available online.

IT WAS PROPOSED TO OBJECT TO THE APPLICATION ON THE GROUNDS THAT THE INFORMATION IS NOT AVAILABLE AND/OR MISSING.

PROPOSED BY CLLR GATWARD. SECONDED BY CLLR HART. ALL IN FAVOUR. THIS WAS CARRIED.

The Chair closed the meeting at 21:26.