

**MELBOURN PARISH COUNCIL – PLANNING COMMITTEE**  
(District of South Cambridgeshire)

**A meeting of this Committee was held on, Monday, 12 April 2021 at 7.30pm via Zoom link**  
<https://zoom.us/j/91360933146>

*Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council website, <http://melbournparishcouncil.co.uk> or on request to the Clerk*

**Present:** Cllrs Kilmurray (Chair), Buxton, Clark, Cowley, Hart

**Absent:** Cllr Wilson

**In attendance:** Claire Littlewood – Parish Clerk

**PL095/20 To receive and approve apologies for absence**

No apologies were received.

**PL096/20 To receive any Declarations of Interest and Dispensations**

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

PL012/20h) Cllr Hart noted an interest in this item as the tree is in her garden. Chair noted that all councillors in attendance should declare an interest as they know Cllr Hart. In the circumstances, this item would not be discussed.

**PL097/20 To approve the minutes of the Planning Committee Meeting on 8 March 2021**

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting on 8 March 2021 as an accurate record.

Proposed by Cllr Hart, seconded by Cllr Cowley. All in favour.

**PL098/20 To report back on the minutes of the Planning Committee Meetings on 8 March 2021**

PL090/20a) Noted that construction works are not permitted to be carried out on a Sunday.

**PL099/20 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Planning Committee – 3 minutes per item)**

There were no members of the public in attendance.

**PL100/20 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) [21/00354/HFUL](#) Proposal: Demolition of existing garage, erection of single storey side and rear extension to create annex and erection of attached garage Site address: 9 Dolphin Lane Melbourn SG8 6AF

**Decision :** Permission Granted

*MPC Original Comment : Support no comment*

*Noted*

- b) S/05390/HFUL Proposal: Demolition of existing garage and replacement with studio and shower room. Site address: Cawdon House 4 New Road Melbourn Royston.

**Decision :** Permission Granted

*MPC Original Comment : Support no comment*

*Noted*

Signed:..... Dated:

**PL101/20 Correspondence**

- a) Greater Cambridge Housing Trajectory briefing note.

The briefing note was noted.

**PL102/20 Planning Applications:**

- a) [21/00487/FUL](#) Proposal: Retrospective erection of 5 marquees for catering purposes to provide adequate space for social distancing due to Covid-19 Site address: TTP Plc Melbourn Science Park Cambridge Road Melbourn Applicant: The Highfield Event Group

This application was discussed at the Planning Meeting on 8 March.

- b) [21/00302/S73](#) Proposal: S73 variation of condition 2 (Approved plans) of planning permission

20/02734/HFUL (First floor rear and side extension, roof extension including change to gable ended roof and the erection of a detached double garage) for an amendment to the approved roof tiles. Site address: 167 High Street Melbourn SG8 6AT Applicant: Mr Ian Wilkinson.

This application has been withdrawn.

- c) [21/00298/FUL](#) Proposal: Farmland diversification, ecological enhancements and erection of 1 no. residential dwelling with an associated change of use in land from agricultural to residential. Site address: Green Fox Farm Fowlmere Road Melbourn Royston Applicant: Green Fox Farm Ltd.

Discussion with regard to various reports accompanying this application – appear to have been written some years ago. Suggestion that reports should be independently appraisal to ensure they are still valid. Noted that the application is lacking clear floor plans and/or elevations for consideration. Design appears to be out of keeping. Concern noted with regard to the existing road and potential impact of construction and general increased traffic. Noted that the site falls outside of the village envelope.

It was:

RESOLVED to object to the application on the following grounds:

- The proposed development falls outside of the village envelope and so is contrary to paragraph 79e of the NPPF (Feb 2019): the only option within this paragraph that may allow it to be built is part e) which requires showing "exceptional quality" and "raising standards of design" which we do not feel qualified to comment on, however the other part of this section requiring "significantly enhance its immediate setting, and be sensitive to the defining characteristics of the local area" we do not feel would be met and believe that the development would not be at all sympathetic to its surroundings and completely out of character with the buildings in the nearby villages. Policy H/15 of the SCDC Local Plan is a match for the NPPF paragraph 79 and receives the same comments. There are no other policies within the Local Plan that would permit this development.
  - The single track road (with passing places) is not suitable for construction traffic and increased farm traffic after construction. It is already in poor condition.
  - Waste water over-flow into the chalk streams and the nationally significant watercress beds
  - Water supply (will this be from artesian well or Cambridge Water) If artesian well is used, there is concern that the aquifer will be adversely impacted as it has been at low levels for some years necessitating pumping to ensure flow along the chalk river during the summer.
  - Also a technical objection to lack of floor plans or elevations available for consideration
- Proposed by Cllr Kilmurray, seconded by Cllr Hart. All in favour.

- d) [21/00667/HFUL](#) Proposal: Two storey rear extension Site address: 116 High Street Melbourn SG8 6AL Applicant: Mr and Mrs Carter Carter.

It was:  
RESOLVED to support the application with no comment.  
Proposed by Cllr Clark, seconded by Cllr Cowley. All in favour.

e) [21/00732/HFUL](#)

Proposal: Single storey flat roof extension to rear of property Site address: 20 Rupert Neve Close Melbourn SG8 6FB Applicant: Mr Damaine Purkis.

It was:  
RESOLVED to support the application with no comment.  
Proposed by Cllr Cowley, seconded by Cllr Buxton. All in favour.

f) [21/00649/HFUL](#) Proposal: Single storey rear extension following demolition of existing single storey rear conservatory. Site address: 41 Medcalfe Way Melbourn SG8 6HU Applicant: Mr Shahid.

It was:  
RESOLVED to support the application with no comment.  
Proposed by Cllr Clark, seconded by Cllr Hart. All in favour.

g) [S/4535/19/CONDD](#) Proposal: Submission of details of required by condition 24 (EV Charging) of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Applicant: Melbourn Science Park Limited.

It was:  
RESOLVED to support the application with no comment.  
Proposed by Cllr Kilmurray, seconded by Cllr Hart. All in favour.

h) [21/0423/TTCA](#) Site address:62 High Street Melbourn SG8 6AJ Proposal: T.1 Eucalyptus - Crown reduce by 2M to re shape tree.

Interest declared at PL096/20. Item will not be considered.

i) [21/0441/TTPO](#) Site address:4 New Road Melbourn SG8 6BX Proposal: TPO 0018 (1980) A1: T8 THUJA (in neighbours) Raise crown No. 4 side to 3.5ms by removal of lower 3 limbs back to boundary. T10 PLUM (in neighbours) Reduce laterals by approximately 1 to 1.5ms over No. 4 garden back to boundary. T1 YEW Reduce height by 2ms and laterals by 2ms (SUMMER PRUNING). T2 YEW Reduce laterals back to clear adj Pine by 1 to 1ms. T3 YEW Prune back from drive by 1m; remove secondary stem and sucker growth, including small Holy; prune back from lawn by 1.5ms and raise crown lawn side to 3ms. T4, T5 & T6 3xYEWs Reduce laterals over lawn by up to 2ms. T7 HOLLY PORTUGUESE LAUREL Raise crown to 2.5ms; Reduce height by

approximately 1.5ms and cut back over lawn by 1m. T8a YEW Reduce lateral limbs over garden and pond by up to 2ms and up to 4ms. T9 1xHAZEL Repollard equating to reduction of regrowth of approximately 3ms. T11 LABURNUM Top and fell to ground level. T12 HORSE CHESTNUT Based on aerial inspection cavity SOUTH at 10ms extends into decaying wood 5 and 12 up and down stem; cavity NORTH at 7ms extends in 6 and up 3ft. Recommend reduce height by 5ms; reduce dog leg lateral limb by 2ms to alleviate end weight on weakened decay areas and lessen wind forces.

T13 CHERRY Top and fell to ground level. T14 HORSE CHESTNUT Previously wind damaged; has been pruned back by estate management company by 3ms to address neighbours concerns of canopy overhang; this was consented by SCDC. Further reduction requested which can be achieved by reducing back to growth point on bifurcated limb by 2 to 2.5ms.

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour.

- j) [21/0223/TTPO](#) 2 Cawdon Row Melbourn Royston Cambridgeshire SG8 6UL T.2 - Horse Chestnut - removal of dead wood.|cr|T.3 - Horse Chestnut - Crown reduction by 3 metres, crown lifting to 3m and crown thinning by 20% due to branches and excessive shading. Including removal of dead wood.|cr|T.4 - Horse chestnut - Crown reduction by 3 metres, crown lifting to 3m and crown thinning by 20% due to heavy branches and excessive shading. Including removal of dead wood.|cr|T.5 - Beech Crown reduction by 3 metres and crown thinning by 20% due to excessive shading and overhanging branches made safe. Including removal of dead wood.|cr|.

Application circulated by email. No comments.

**PL103/20 Enforcement updates:** To consider any enforcement updates received since last meeting

None received.

PL104/20 To note the date of next meeting - **10 May 2021**

A member noted concern that the next Planning Committee meeting falls after expiry of the legislation permitting online meetings.

The meeting closed at 20:20

Signed:..... Dated:

# MELBOURN PARISH COUNCIL – PLANNING COMMITTEE

(District of South Cambridgeshire)

**A meeting of this Committee was held on, Monday, 8 March 2021 at 7.30pm via Zoom link**  
<https://zoom.us/j/97010222732>

*Members of the public are reminded that copies of reports and supporting documentation for agenda items can be obtained from the Parish Council website, <http://melbournparishcouncil.co.uk> or on request to the Clerk*

**Present:** Cllrs Kilmurray (Chair), Buxton, Clark, Cowley, Wilson

**Absent:** Cllr Kent

**In attendance:** Claire Littlewood – Parish Clerk, District Cllr Hales

**PL085/20 To receive and approve apologies for absence**

Apologies received from Cllr Hart. Acceptable reasons were given.

It was:

RESOLVED to accept Cllr Hart's apologies for absence.

Proposed Cllr Clark, seconded by Cllr Cowley. All in favour.

**PL086/20 To receive any Declarations of Interest and Dispensations**

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

None received

**PL087/20 To approve the minutes of the Planning Committee Meeting on 8 February 2021**

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting on 8 February 2021 as an accurate record.

Proposed by Cllr Wilson, seconded by Cllr Cowley. All in favour.

**PL088/20 To report back on the minutes of the Planning Committee Meetings on 8 February 2021**

Nothing to report

**PL089/20 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Planning Committee – 3 minutes per item)**

There were no members of the public in attendance.

**PL090/20 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) [20/04787/S73](#) Proposal: S73 variation of condition 2 (approved plans) of planning permission 20/01210/FUL for a 3 bedroom dwelling attached to No. 38 Site address: 38A Water Lane Melbourn Royston Cambridgeshire

**Decision:** Permission granted

*MPC original comment: Object*

The decision was noted. **ACTION:** Clerk to check with Planning Authority if there are restrictions on building works being carried out on a Sunday.

- b) [20/04639/FUL](#) Proposal: Demolition of existing cottage and the erection of a replacement dwelling with associated workshop (resubmission of 20/03726/FUL). Site address: Summer House Cottage Summer House Farm New Road Melbourn

**Decision:** Permission granted

Signed:..... Dated:

MPC original comment: Support

The decision was noted

**PL091/20 Correspondence**

- a) Delegation meeting held 23.02.21 - 20/05197/HFUL 2 Chapmans Close, Melbourn - New porch at the front of house. Rear single-storey infill extension. Replacement garage with new first floor extension (Re-submission of 20/03602/HFUL)

The decision was noted

**PL092/20 Planning Applications:**

- a) [S/4535/19/CONDB](#) Proposal: Submission of details required by condition 17 (Foul and Surface Water Drainage) of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Cambridgeshire. Applicant: Melbourn Science Park Limited.

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Wilson, seconded by Cllr Clark. All in favour.

- b) [S/0198/20/VC](#) Proposal: Variation of conditions 2 (Approved Plans), 3 (Materials), 7 (Play Area), 10 (Biodiversity Enhancement), 12 (Visibility Splays), 15 (Traffic Management Plan), 20 (Flood Prevention), 21 (Surface Water Drainage), 23 (Foul Water Drainage), 24 (Construction Environment Management Plan), 28 (Contamination), 31 (Energy Delivery Strategy), 36 (Second Floor Window Obscured), 37 (Archaeology) and 38 (Fire Hydrants) of planning permission S/2424/18/FL. Site address: 36 New Road Melbourn Royston Cambridgeshire SG8 6BY Applicant: Prime Crest Homes Ltd

Discussion with regard to previous Consultee comments submitted which are not now showing on the planning portal. Clerk to resubmit with further comments as below:

It was:

RESOLVED to object to the application to vary conditions and to submit the following comments:

Condition 38 – Noted

Condition 10 – Noted.

Condition 15 – We note that the Traffic Management Plan has been signed off by Highways Authority but would note that construction vehicles are accessing the site across the pavement. Is this acceptable? The Parish Council has concerns in this regard.

Condition 21 – Comments previously submitted are noted below:

- *the flood mapping is lacking detail*
- *it is unclear where the water goes once it leaves site? The Parish Council would seek assurance that water will not flow into gardens in Carlton Rise.*
- *We would like assurance of what happens to flood water, having regard to the play area and the community orchard as these are both low points on site.*

We understand that all surface water should be dealt with on site. We would note concern that surface water will run off into Carlton Rise. Is a trench soakaway required?

Proposed by Cllr Clark, seconded by Cllr Buxton. All in favour.

- c) [20/05390/HFUL](#) Proposal: Demolition of existing garage and replacement with studio and shower room Site address: Cawdon House 4 New Road Melbourn Royston Applicant: Mrs Philippa Graham

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Wilson, seconded by Cllr Clark. All in favour.

- d) [S/0153/20/CONDC](#) Proposal: Submission of details required by conditions 16 (Lighting Scheme) and 19 (Fire Hydrants) of planning permission S/0153/20/VC Site address: Land To The Rear Of 46-56 The Moor Melbourn Royston Cambridgeshire Applicant: Stonebond Properties Ltd.

Signed:..... Dated:

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Cowley, seconded by Cllr Wilson. All in favour.

District Cllr Hales noted that following an approach by local resident, he proposed writing to the developer to suggest double yellow lines be painted on corners of the road at the entrance to the site to prevent parking. Also to suggest that some remedial works be carried out to the driveway to Littlehands car park.

- e) [S/4535/19/CONDC](#) Proposal: Submission of details required by condition 26 (BREEAM) of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Cambridgeshire Applicant: Melbourn Science Park Limited .

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Wilson, seconded by Cllr Buxton. All in favour.

- f) [21/00354/HFUL](#) Proposal: Demolition of existing garage, erection of single storey side and rear extension to create annex and erection of attached garage Site address: 9 Dolphin Lane Melbourn SG8 6AF Applicant: Mr & Mrs K Fox

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Cowley, seconded by Cllr Kilmurray. All in favour.

- g) [21/00302/S73](#) Proposal: S73 variation of condition 2 (Approved plans) of planning permission 20/02734/HFUL (First floor rear and side extension, roof extension including change to gable ended roof and the erection of a detached double garage) for an amendment to the approved roof tiles. Site address: 167 High Street Melbourn SG8 6AT Applicant: Mr Ian Wilkinson

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Cowley, seconded by Cllr Clark. All in favour.

- h) [21/00382/FUL](#) Proposal: Detached dwelling on land adjacent to 26 Dolphin Lane. Site address: 26 Dolphin Lane Melbourn SG8 6AE Applicant: Mr John Mossey

It was:

RESOLVED to object to the application and to submit the following comments:

- Overdevelopment
- Lack of leisure area for number 26 Dolphin Lane
- Lack of space for the owners of the new building
- New build will be rather imposing for owners of 24 Dolphin Lane
- Design is not in keeping with the local area.

Proposed by Cllr Wilson, seconded by Cllr Clark. All in favour.

- i) [20/01931/CONDA](#) Proposal: Submission of details required by condition 4 (Planting Plan), 5 (Construction Ecological Management Plan), 6 (Landscape & Ecological Management Plan), 7 (Right of Way), 8 (Surface Water), 9 (Management & Maintenance of Surface Water Drainage) & 10 (Lighting Design Strategy for Biodiversity) of planning permission 20/01931/FUL Site address: Melbourn Village College The Moor Melbourn SG8 6EF Applicant: Mr Jan Berridge

It was:

RESOLVED to support with no comment.

Proposed by Cllr Wilson, seconded by Cllr Buxton. All in favour.

- j) [21/00487/FUL](#) Proposal: Retrospective erection of 5 marquees for catering purposes to provide adequate space for social distancing due to Covid-19 Site address: TTP Plc Melbourn Science Park Cambridge Road Melbourn Applicant: The Highfield Event Group

Signed:..... Dated:

It was:  
RESOLVED to support with no comment.  
Proposed by Cllr Clark, seconded by Cllr Buxton. All in favour.

- k) [21/00305/HFUL](#) Proposal: Raising the sloped roof to one side of the dormer window and the addition of a skylight to the flat roof. Site address: 16 Mortlock Street Melbourn SG8 6DB Applicant: Miss Nicole Kendall.

It was:  
RESOLVED to support with no comment.  
Proposed by Cllr Wilson, seconded by Cllr Clark. All in favour.

- l) [21/00530/LBC](#) Proposal: Removal of modern door and shelf unit in the kitchen, removal of modern brickwork pier and front to the existing chimney breast, repair original brickwork and Bressumer over chimney breast. Site address: 3 The Moor Melbourn Royston Cambridgeshire Applicant: Mr T Shirley And Ms R Comber

It was:  
RESOLVED to support with no comment.  
Proposed by Cllr Kilmurray, seconded by Cllr Buxton. All in favour.

**PL093/20 Enforcement updates:** To consider any enforcement updates received since last meeting

Nothing to report.

PL094/20 To note the date of next meeting : 12 April 2021

The meeting closed at 20:33

Signed:..... Dated:



## 2021 Greater Cambridge Housing Trajectory: briefing note

The Greater Cambridge Shared Planning Service has now published its updated housing trajectory and five year housing land supply position statement.

A housing trajectory is used by Councils to calculate their five-year housing land supply and also to demonstrate that anticipated housing delivery will meet or exceed their housing requirement. Our updated Greater Cambridge housing trajectory (April 2021) concludes that Cambridge City and South Cambridgeshire jointly have 6.1 years of housing land supply for the 2021-2026 five-year period. This conclusion is based on our five-year housing land supply being calculated jointly, using the Liverpool methodology, and applying a 5% buffer.

### What is a housing trajectory?

Housing trajectories are used by Councils to demonstrate that anticipated housing delivery will meet or exceed the housing requirement set out in their Local Plan.

The Greater Cambridge housing trajectory records how many additional homes have been completed in the area since 2011, and forecasts how many additional homes will be completed in the area by 2031 (and beyond) on a site by site basis. It sets out anticipated housing completions from all the sites allocated in the adopted Local Plans 2018; from all sites with planning permission; and from sites of 10 or more dwellings with a resolution to grant planning permission by our planning committees.

The housing trajectory also includes anticipated completions from developments that are not yet known about that will come forward on land that is not allocated – referred to in the housing trajectory as the windfall allowance. The Councils have used evidence of past completions to develop assumptions on the number of dwellings anticipated to be completed each year through the windfall allowance.

The housing trajectory itself is a series of tables of sites with their anticipated housing completions by year. It is accompanied by commentary on each of the sites.

The housing trajectory covers the whole of the adopted plan period (2011-2031), and beyond. From this, the Councils can calculate their five year supply, by just looking at actual completions and the number of dwellings anticipated to be completed within the next five years. Not all sites in the housing trajectory will deliver dwellings within the next five years.

### **How have we prepared the housing trajectory?**

We have prepared the housing trajectory and five year housing land calculations based on the guidance set out in national planning policy and guidance. This means that we have assessed the deliverability and/or developability of all sites, based on the definitions set out in the National Planning Policy Framework (published in February 2019). We have made this assessment based on a range of information, such as the planning status of the site (allocated, with outline planning permission, or with full planning permission), but also using information gathered from housebuilders, developers, agents and landowners.

### **Why do we have a joint housing trajectory and joint five year supply calculations for Cambridge and South Cambridgeshire?**

We have prepared a joint housing trajectory for Cambridge and South Cambridgeshire as the adopted 2018 Local Plans (Policy 3 and Policy S/12) state that “the housing trajectories for Cambridge and South Cambridgeshire ... will be considered together for the purposes of phasing of housing delivery, including for calculating 5-year housing land supply in development management decisions that concern housing development”.

The Inspectors that examined the Local Plans concluded that a joint approach should be taken to reflect the joint development strategy across the two Local Plans. The Inspectors' Reports recognised that given the nature of the development

strategy for Greater Cambridge as a whole, housing delivery would be higher in Cambridge in the early years of the plan period and higher in South Cambridgeshire later in the plan period, and therefore that housing land supply and delivery should be considered jointly.

## **What is five year housing land supply?**

The five year housing land supply is a calculation that compares the number of homes anticipated to be delivered in the area within the next five years against five years' worth of their annual housing requirement plus the appropriate buffer.

There are two methodologies for calculating the five year supply – the Liverpool methodology and the Sedgefield methodology. The Liverpool method of calculating five year housing land supply spreads any shortfall in housing supply (at the point of calculation) over the remainder of the plan period, whereas the Sedgefield method includes any shortfall in housing supply (at the point of calculation) within the five year assessment period. The Inspectors examining the 2018 Local Plans concluded that the Liverpool methodology was justified for Greater Cambridge due to the joint development strategy and the reliance on delivery of new settlements which take longer to start delivering homes. Policy 3 of the Cambridge Local Plan and Policy S/12 of the South Cambridgeshire Local Plan therefore state that the Liverpool method will be used. Policy 3 and Policy S/12 also state that a 20% buffer will be applied to the calculation, as the Inspectors examining the Local Plans concluded that at that time the Councils had consistently under-delivered against their housing requirements.

National planning policy has subsequently changed the approach to the assessment of previous under-delivery, and now that assessment is based on the results of the Housing Delivery Test. This states that a 20% buffer should be applied where the Housing Delivery Test indicates that delivery was below 85% of the housing requirement. The latest Housing Delivery Test results show that neither Council has delivered below 85% of their housing requirement, and therefore national policy now indicates that it is no longer necessary for a buffer of 20% to be applied to the

Councils' five year supply calculations. Instead, a 5% buffer should be applied to their five year housing land supply calculations.

The Councils jointly have 6.1 years of housing land supply for the 2021-2026 five year period, using the Liverpool methodology and applying a 5% buffer. However, even if a different view was taken and it was concluded that a 20% buffer should still be applied, the Councils can still jointly demonstrate 5.3 years supply.

### **Why is this important?**

Councils are required by national planning policy and guidance to update their housing trajectory and five year supply calculations annually. Whether or not the Councils can demonstrate a five year housing land supply has implications when making planning decisions.

### **What does this mean for planning decisions in Greater Cambridge?**

As we can demonstrate a five year housing land supply for Greater Cambridge, our planning policies in the adopted Cambridge and South Cambridgeshire Local Plans will be given full weight in decision making, unless there are other material considerations to take into account.

For more information please visit our [Monitoring delivery webpage](#).