

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:

MELBOURN PARISH COUNCIL – PLANNING COMMITTEE

(District of South Cambridgeshire)

A meeting of this Committee was held on, Monday, 8 February 2021 at 7.30pm via Zoom link <https://zoom.us/j/98077082997>

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, Kent, District Cllr Hales

Absent:

In attendance: Claire Littlewood – Parish Clerk, 3 members of the public

PL075/20 To receive and approve apologies for absence

Cllr Hart and District Cllr Hales noted that they would need to leave the meeting at 20:00 to attend another meeting but would try to re-join later.

PL076/20 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

- a) Cllr Kilmurray noted an interest in items PL082/20g) and m)
Cllr Cowley noted an interest in item PL082/20o)

PL077/20 To approve the minutes of the Planning Committee Meeting on 25 January 2021

It was:

RESOLVED to approve the minutes of the Planning Committee meeting on 25 January 2021 as a accurate record.

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

PL078/20 To report back on the minutes of the Planning Committee Meetings on 25 January 2021

PL071/20a) : Information to report back at discussion under PL081/20a) Conservation Area Appraisal

PL079/20 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)

A member of the public addressed the meeting with regard to 151-155 High Street and presented additional information to the Committee. The Chair thanked the member of the public and confirmed that the application would be considered further under PL082/20b).

A member of the public addressed the meeting with regard to item PL081/20a). Noted concern that his property is to be included in the proposed revised Conservation Area (CA) as it is within Meldreth parish boundary (noted that Meldreth Parish Council support the resident's objection). Also, property is walled and therefore not visible and tree management on the property would be difficult if included within the CA. Resident has written to Planning Authority with concerns – correspondence was circulated to the meeting. The Chair thanked the member of the public and confirmed that this would be discussed further under PL081/20a).

PL080/20 Decision Notices: To receive any Decision notices issued since last meeting.

- a) 20/05024/PR103M Proposal: Prior approval for change of Use from Class A1 (Hairdressers) to Class C3 (Dwellinghouse) Site address: 10 The Moor Melbourn Royston Cambridgeshire.

Decision: Prior approval not required.

MPC original comment: Object

The decision was noted but disappointment expressed at the loss of a commercial property.

PL081/20 Correspondence

- a) To consider a response to SCDC re Conservation Area Appraisals

Signed:..... Dated:

Discussion with regard to 58 Station Road (including 60 and 62) as highlighted under PL079/20. Noted that our response to the Planning Authority would support the resident's request not to be included in the extended Conservation Area (CA). Other comments of the Planning Committee on the CA appraisal document were circulated to the meeting and discussed:

[19:55 Cllr Hart and District Cllr Hales made apologies and left the meeting]

Comments to be made to Planning Authority include:

- Check population of village – understated in Appraisal document
- Spelling of Melbourne to be corrected.
- Car park at The Star on High Street to be included.
- 1 Greenbanks – no objection to inclusion of this property but trees have now been removed.
- 6, 7, 8 The Lawns – no objection to removal but 9 The Lawns should be removed as well.
- Properties 'Sharin', 2 and 2A High Street should not be removed as they front on to High Street

It was:

RESOLVED to submit comments above (including support for 58, 60 and 62 Station Road not to be included in Conservation Area) in response to the Conservation Area Appraisal.

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

- b) To consider submitting comments with regard to Foxton's Neighbourhood Plan
Noted that Foxton's Neighbourhood Plan was well written and comprehensive. No further comments to be submitted.

PL082/20 Planning Applications:

- a) S/2627/19/VC. Proposal: Variation of conditions 4 (Hard and soft landscapes) 5 (Hard and soft landscapes) and 6 (Metal railings) of planning permission S/3448/17/RM (Reserved matters application for the approval of details of appearance scale layout and landscaping for the construction of a 75-bed care home new vehicular and pedestrian access in respect of outline planning permission ref: S/2791/14/OL). Site address: Land East Of New Road New Road Melbourn SG8 6BX. Applicant: McGoff Construction Ltd.

It was:

RESOLVED to support no comment.

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

- b) 20/04927/FUL Proposal: Construction of a single storey dwelling with flat green roof and car parking (resubmission of 20/02773/FUL). Site address: Land To The Rear Of 151 To 155 High Street Melbourn SG8 6AT Applicant: Mr Graham Newton

Concern noted with regard to:

- Visibility splays
- Insufficient parking to the rear of the property
- Lack of turning circle in parking area
- Proximity of building to wooden fence at the rear

Support for design of the property was noted. Also support for the area to be developed as it is currently neglected.

It was:

RESOLVED to object with the following comments on the planning portal 'The Parish Council does not object to the development in principle but has the following objections noted below:

- Lack of information relating to drainage
- Proximity to existing dwellings
- Insufficient parking/turning circle for existing residents'

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

- c) 20/05197/HFUL Proposal: 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) Site address: 2 Chapmans Close Melbourn SG8 6AH Applicant: Johnson-Smith.

It was:

Signed:..... Dated:

RESOLVED to object to the first floor extension over the garage as over development. No objections were noted to the rear extension and front porch.
Proposed by Cllr Kilmurray, seconded by Cllr Buxton. In favour: Cllrs Kilmurray, Buxton Clark, Cowley. Against: Cllr Kent.

- d) S/4535/19/CONDA Proposal: Submission of details required by condition 23 Part C (Verification Report) of planning permission S/4535/19/VC Site address: Melbourn Science Park Cambridge Road Melbourn Cambridgeshire Applicant: Melbourn Science Park Limited

It was:

RESOLVED to support no comment.

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

- e) 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 no comment.

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

- f) 20/04882/HFUL Proposal: Erection of wooden shed in the front garden. Site address: 1A Trigg Way Melbourn Royston Cambridgeshire Applicant: Shire Tree Ltd .

It was:

RESOLVED to support no comment.

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

- g) S/3989/19/CONDA Proposal: Submission of details required by conditions 3 (Surface Water Drainage), 4 (Surface Water Maintenance), 5 (Foul Drainage), 9 (Arboricultural Method Statement), 10 (Scheme of Ecological Enhancement), 11 (Materials) and 12 (Lighting) of planning permission S/3989/19/FL Site address: Cambridge Technology Centre Back Lane Melbourn Royston Applicant: GTA Interior

[Cllr Kilmurray declared an interest. Cllr Wilson took the Chair]

It was:

RESOLVED to support no comment.

Proposed by Cllr Cowley, seconded by Cllr Clark. In favour: Cllrs Wilson, Clark, Cowley, Kent. Abstain: Cllr Kilmurray

[Chair altered the order of the Agenda to deal with item PL082/20m]

- m) 20/05238/S73 Proposal: S73 application to vary conditions 2 (Approved Drawings) and 8 (Hard and Soft Landscaping) of planning permission S/3989/19/FL (Erection of an external building entrance with porte-cochere and new pedestrian and vehicular access with associated external works to the landscape and lower car park area) to amend the access material and clarify the roof of the canopy. Site address: Cambridge Technology Centre Back Lane Melbourn SG8 6DP Applicant: GTA Interior

It was:

RESOLVED to support no comment.

Proposed by Cllr Cowley, seconded by Cllr Wilson. In favour: Cllrs Cowley, Wilson, Buxton, Kent. Abstain: Cllr Kilmurray

[Cllr Kilmurray re-took the Chair]

- h) 20/04639/FUL Proposal: Demolition of existing cottage and the erection of a replacement dwelling with associated workshop and cartlodge (resubmission of 20/03726/FUL). Site address: Summer House Cottage Summer House Farm New Road Melbourn Applicant: Mr PH & Mrs EJ Green Wedd & Green.

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

- i) 20/05163/FUL Proposal: Flexible change of use to enable an MOT Centre including servicing and repairs and retention of the B1 (Light Industrial Use) Site address: Unit 2 Saxon Way Melbourn Royston Applicant: Mr Edmans.

Noted that drawings supporting the application are of poor quality. Query response to question 16 with regard to industrial waste.

It was:
RESOLVED to support with a comment regarding the response to question 16 relating to Industrial Waste.
Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour

- j) S/4333/19/CONDA Proposal: Submission of details required by condition 4 (Tree Protection strategy) of planning permission S/4333/19/FL Site address: 43 High Street Melbourn Royston Cambridgeshire Applicant: Mr Paul Dalton-Borge

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

- k) S/4484/19/CONDA Proposal: Submission of details required by conditions 3 (Metalwork) and 4 (Stonework) of listed building consent S/4484/19/LB. Site address: 43 High Street Melbourn SG8 6DZ Applicant: Mr Paul Dalton-Borge.

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

- l) S/2424/18/CONDC Proposal: Submission of details required by condition 20 (Prevention of increased risk of flooding) of planning permission S/2424/18/FL Site address: 36 New Road Melbourn SG8 6BY Applicant: Prime Crest Homes Ltd

Discussion with regard to flooding and water run-off. Route for flood water appears to be to the play area and community orchard. Noted that these areas are low points on the development and are below the level of the road. Also concern that water will run across rear gardens of some properties on Carlton Rise. Noted requirement that surface water should be captured within the development.

It was:
RESOLVED to object on the following grounds

- 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.

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

- n) 20/05281/HFUL Proposal: New outbuilding within garden Site address: Langdale Farm Cambridge Road Melbourn SG8 6EY Applicant: Mr Jason Usher

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

- o) 20/05403/CL2PD Proposal: Lawful development certificate for a proposed single storey rear extension Site address: 7 Pryors Orchard Melbourn Royston Cambridgeshire Applicant: Mr & Mrs Fowell

It was:
RESOLVED to support no comment.

Proposed by Cllr Wilson, seconded by Cllr Clark. In favour: Cllrs Wilson, Clark, Kilmurray, Kent.
Abstain: Cllr Cowley

PL083/20 Enforcement updates: To consider any enforcement updates received since last meeting
None received.

PL084/20 To note the date of next meeting
8 March 2021

The meeting closed at 21:15

Signed:..... Dated:

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA
www.scambs.gov.uk | www.cambridge.gov.uk



GREATER CAMBRIDGE
SHARED PLANNING

SENT BY EMAIL

The Clerk
Melbourn Parish Council

Service area: Planning
Contact: Chris Carter
Email:

Chris.Carter@greatercambridgeplanning.org
Mobile: 07851 383902

01.03.2021

Dear Parish Council

Re: 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)

Note - Previous application 20/03602/HFUL was refused against policy HQ/1: the scheme showed a token difference between the height of the proposed side extension and host dwelling that was insufficient to provide subservience. In addition, the proposed porch design was pitch-roofed, bulky and incongruous. The scheme was amended via a free pre-app in December 2020 and the submitted design was accepted by Team delegation pre-application.

I write regarding your request for Planning Application Reference **20/05197/HFUL** to be considered by the Planning Committee. Your stated reason for requesting this course of action was:

The Parish Council objects on grounds that the first-floor extension over the garage would constitute over development. The parish Council has no objection to the rear extension and front porch.

Your request was considered at the Shared Planning Service Delegation meeting held on 23.02.21. The application was considered in accordance with the principles set out in the Council's constitution by my officer Chris Carter in consultation with the Chair of the planning committee having regard to the Notes appended to Table 5 of the Councils recently revised constitution.

On the basis of that meeting, in accordance with the authority delegated to me, it was decided that this Application should be a **delegated decision**.

The reasons for this decision are as follows:

The case officer presented the application to the group and the comments of the Parish Council were noted, in particular their objection to the proposed first floor extension only. The group also noted that a similar scheme had been refused under delegated authority in the recent past.

The Parish Council did raise a material planning consideration, overdevelopment, but having regard to the domestic scale of the proposal, the previous delegated decision, and the localised effects of the proposal, this was not considered to be an issue of such significance that it should be referred to the planning committee.

The proposal does not raise any significant implications for adopted policy, was not found to be of a nature, scale or complexity, or to have a planning history, such that would warrant a committee referral.

If you have any questions about the content of this letter, please do not hesitate to contact the case officer responsible for this decision, identified above.

Yours Sincerely

A handwritten signature in blue ink that reads "SJ Kelly".

Stephen Kelly
Joint Director of Planning and Economic Development