

MELBOURN PARISH COUNCIL – PLANNING COMMITTEE

(District of South Cambridgeshire)

A meeting of this Committee was held at All Saints Community Hall, Station Road, Melbourn, SG8 6DY on Monday, 14 June 2021 at 7.30pm

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, Barnes, Clark, Cowley, Hart, Wilson

Absent: Cllr Davey

In attendance: Claire Littlewood – Parish Clerk

PL013/21 To receive nominations for new members to the Planning Committee

Nominations were invited for new members to join the Planning Committee. Cllr Barnes was nominated.

It was:

RESOLVED to accept Cllr Barnes' nomination to the Planning Committee.

Proposed by Cllr Hart, seconded by Cllr Clark. In favour: Cllrs Kilmurray, Buxton, Clark, Cowley, Hart and Wilson. Abstain: Cllr Barnes.

PL014/21 To receive and approve apologies for absence

None received.

PL015/21 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.

PL016/21 To approve the minutes of the Planning Committee Meeting on 10 May 2021

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting held on 10 May 2021 as an accurate record.

Proposed by Cllr Wilson, seconded by Cllr Clark. In favour: Cllrs Kilmurray, Buxton, Clark, Cowley, Hart and Wilson. Abstain: Cllr Barnes.

PL017/21 To report back on the minutes of the Planning Committee Meetings on 10 May 2021

PL009/21a) Awaiting further response from Taylor Wimpey. Clerk to chase.

PL018/21 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)

None in attendance.

PL019/21 Decision Notices: To receive any Decision notices issued since last meeting.

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

Decision: Refused

MPC Original Comment: Object

The decision was noted.

- b) [21/01003/FUL](#) Proposal: Addition of new opening window into the side of the existing building at first floor level finished to match those previously installed Site address: Saxon House Saxon Way Melbourn SG8 6DN

Decision: Permission Granted

MPC Original Comment: Support

The decision was noted.

Signed:..... Dated:

- c) [21/01379/HFUL](#) Proposal: Single storey rear extension Site address: 7 Pryors Orchard Melbourn SG8 6UT
Decision: Permission Grants
MPC Original Comment: Support

The decision was noted.

- d) [21/01027/HFUL](#) Proposal: Construction of a one bedroom annex to rear of existing dwelling. Site address: Blakeney's Cambridge Road Melbourn SG8 6EY
Decision: Permission Granted
MPC Original Comment: Support

The decision was noted.

- e) [21/01162/HFUL](#) Proposal: Repair and extend the height of the living room chimney on the south-east elevation. Line the chimney and install a log burning stove. Installation of 5 No. spot lights to the central beam in the dining room. Site address: 101 High Street Melbourn SG8 6AP
Decision: Permission Granted
MPC Original Comment: Support

The decision was noted.

PL020/21 Correspondence

- a) To consider an offer from Stonebond Properties for transfer of the open space

Noted that '**The Moore, Melbourne**' is incorrectly spelt in the documentation. Discussion with regard to how DJC Property Management have calculated the estimated costs.

ACTIONS:

- Clerk to request a local ground maintenance company to provide an estimate for maintenance of the area.
- Cllr Hart to discuss with District Cllr Hales
- Clerk to request extension of time to allow the matter to be referred to full Council for consideration.

To be deferred for discussion by full Council on 28 June 2021.

- b) To consider an offer from Hopkins Homes for transfer for the strategic green belt

Discussion with regard to extent of SGB. A member noted that some open spaces on the development appear to be unkempt and unmaintained.

ACTIONS:

- Clerk to query if proposed maintenance costs include bed maintenance.
- Further site visit to be arranged for Cllrs.

- c) To consider a request from Hopkins Homes with regard to the Car Club

Discussion as to suggestion that one of the three community zip cars should be located on the High Street car park. Discussion with regard to overnight parking.

ACTION: Clerk to review the Lease to ensure there are no overnight parking restrictions.

It was:

RESOLVED to request that Hopkins Homes renegotiate the terms of the s106 Agreement with SCDC to allow for one of the community zip cars to be located on the High Street car park.

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

- d) To receive an update report on Project Birchwood

The report was received.

ACTION: Clerk to contact SDC for more information on their support for local projects, particularly with a view to discussing the possibility of an electric charging point for the High Street car park. Noted that match funding may be available from SCDC.

PL021/21 To note the following applications for tree work

- a) [21/0636/TTPO](#) Site address: 45 Orchard Road Melbourn Royston Cambridgeshire

Signed:..... Dated:

Proposal: T.1 - Ash - Crown reduce by 4M to reduce weight on major branches growing over highway and neighbouring garage. Remove Ivy. T.2 - Ash - Crown reduce by 4M to reduce weight on major branches growing over highway and neighbouring garage. Remove Ivy. T.3 Sycamore x2 (share canopy) Crown reduce back to previous at approx. 2.5M, remove Ivy from tree and crown lift to provide 4M clearance from highway. T.4 Sycamore Crown reduce back to previous at approx. 2.5M, remove Ivy from tree and crown lift to provide 4M clearance from highway

This was noted.

- b) [21/0659/TTCA](#) Site address:137 High Street Melbourn SG8 6AR Proposal: T.1 Sycamore - Crown reduce tree by 3M (higher than previous) to retain shape and allow more light to rear garden. Crown lift 3M above foot path. T.2 Sycamore - Crown reduce tree by 3M (higher than previous) to retain shape and allow more light to rear garden. Crown lift 3M above foot path. T.3 Sycamore - Crown reduce tree by 3M (higher than previous) to retain shape and allow more light to rear garden. Crown lift 3M above foot path.

This was noted.

- c) [21/0695/TTCA](#) Site address:12 High Street Melbourn Royston Cambridgeshire Proposal: 5 Day Notice - Fell a dead ivy covered pollarded Willow to 0.5m or ground level

This was noted

PL022/21 Planning Applications:

- a) [21/01638/HFUL](#) Proposal: Demolition of existing rear conservatory with a single storey rear extension and installation of new roof over utility room. Site address: 4 Water Lane Melbourn SG8 6AY Applicant: Mr and Mrs Hall.

It was:

RESOLVED to support the application with no comment.

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

- b) [21/01723/HFUL](#) Proposal: Outbuilding for home office use Site address: 8 New Road Melbourn SG8 6BX Applicant: Mr T Carter

It was:

RESOLVED to support the application with no comment.

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

- c) [21/01795/FUL](#) Proposal: Construction of 5 No. industrial units. Site address: 3 Back Lane Melbourn SG8 6DD Applicant: Mr Parmir Rai

It was:

RESOLVED to support the application with the following comments:

- all greenery around the borders of the property should be retained;
- we wish to see a plan of how the hedgerows and trees will be protected

Noted that our concerns stem from the previous application (20/2115/TTPO) to remove the trees entirely on erroneous grounds

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

- d) [S/2424/18/CONDD](#) Proposal: Submission of details required by condition 32 (Water Conservation) of planning permission S/2424/18/FL Site address: 36 New Road Melbourn SG8 6BY Applicant: Prime Crest Homes Ltd

No comment.

- e) [S/4535/19/CONDE](#) Proposal: Submission of details required by condition 19 (Construction Environment Management Plan) of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Applicant: Melbourn Science Park Limited.

No comment.

- f) [S/4535/19/CONDF](#) Proposal: Submission of details required by condition 11 (Construction Traffic Management Plan) 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 with a comment that a 'no entry for construction vehicles' sign be located at the junction of the A505 / New Road.

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

- g) [20/02734/NMA1](#) Proposal: Non-material amendment on application 20/02734/HFUL for changes to roof material Site address: 167 High Street Melbourn SG8 6AT Applicant: Mr Ian Wilkinson.

Signed:..... Dated:

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

- h) [S/2424/18/CONDD](#) Proposal: Submission of details required by condition 32 (Water Conservation) of planning permission S/2424/18/FL Site address: 36 New Road Melbourn SG8 6BY Applicant: Prime Crest Homes Ltd

Duplicate of item d) above

- i) [S/4535/19/CONDE](#) Proposal: Submission of details required by condition 19 (Construction Environment Management Plan) of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Applicant: Melbourn Science Park Limited

Duplicate of item e) above

- j) [S/4535/19/CONDF](#) Proposal: Submission of details required by condition 11 (Construction Traffic Management Plan) of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Applicant: Melbourn Science Park Limited.

Duplicate of item f) above

- k) [S/2791/14/COND24](#) Proposal: Submission of details required by condition 24 (Waste Management) of planning permission S/2791/14/OL Site address: Land South West Of East Farm Bramley Avenue Melbourn Cambridgeshire Applicant: McGoff Construction

Noted that the application has been decided. Noted that Officer's decision is to accept but not to discharge the condition.

- l) [21/02070/HFUL](#) Proposal: Remove existing profiled sheet roofing and change the roof profile and fix natural slate and conservation rooflights. Internal alterations and conversion of existing garage, remove existing garage door and replace with joinery, insert window on the North West elevation and make good external walls with painted render finish. Site address: 3 The Moor Melbourn Royston Cambridgeshire Applicant: Mr T Shirley And Ms R Comber

It was:
RESOLVED to support the application 21/02070/HFUL and 21/02451/LBC with no comments.
Proposed by Cllr Wilson, seconded by Cllr Hart. All in favour.

- m) [21/02451/LBC](#) Proposal: Remove existing profiled sheet roofing and change the roof profile and fix natural slate and conservation rooflights. Internal alterations and conversion of existing garage, remove existing garage door and replace with joinery, insert window on the North West elevation and make good external walls with painted render finish. Site address: 3 The Moor Melbourn Royston Cambridgeshire Applicant: Mr T Shirley And Ms R Comber

See l) above.

- n) [21/02127/FUL](#) Proposal: Demolition of the existing workshop, conversion of the frontage building to a retail (Class A1) and/or office/financial and professional services (Class B1(a)/A2) use and 3 flats and the erection of one dwelling to the rear. (Re-submission of 20/02901/FUL)

Site address: 7-9 Station Road Melbourn SG8 6DX Applicant: Terry Dash.

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

- o) [S/4535/19/NMA2](#) Proposal: Non-material amendment on application S/4535/19/VC to amend the wording of condition 25 Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Applicant: Melbourn Science Park Limited

Noted that the application has been decided and approved by officers.

- p) [S/4535/19/NMA1](#) Proposal: Non-material amendment on application S/4535/19/VC to amend the wording of condition 28 Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Applicant: Melbourn Science Park Limited.

Noted that the application has been decided and approved by officers.

PL023/21 Enforcement updates: To consider any enforcement updates received since last meeting

- a) To receive an update on the Stonebond Properties development on The Moor

Signed:..... Dated:

Noted that Stonebond have forwarded an updated Construction Management Plan to the Planning Authority (copied to the Enforcement Officer and Council). Noted that the parish office is receiving daily reports of contractors parking outside of the agreed areas.

ACTIONS:

- Clerk to report further incidents of non-approved parking to Planning Enforcement.
- Clerk to update website and facebook signposting residents to Planning for reporting non-compliance with planning conditions.

PL024/21 To note the date of next meeting : **12 July 2021**

The meeting closed at 20:47

Signed:..... Dated:

MELBOURN PARISH COUNCIL – PLANNING COMMITTEE

(District of South Cambridgeshire)

A meeting of this Committee was held in the marquee at the front of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ on Monday, 10 May 2021 at 7.30pm

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:

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

PL001/21 To receive nominations and elect a Chair of the Planning Committee

Cllr Clark nominated Cllr Kilmurray as Chair of Planning Committee. Cllr Hart seconded the nomination. There were no further nominations.

It was:

RESOLVED to elect Cllr Kilmurray as Chair of the Planning Committee.

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

Cllr Kilmurray was duly elected Chair of the Planning Committee.

PL002/21 To receive nominations and elect a Vice Chair of the Planning Committee

Cllr Hart nominated Cllr Cowley as Vice Chair of Planning Committee. Cllr Kilmurray seconded the nomination. Cllr Cowley declined the nomination. Chair invited further nominations. Cllr Clark nominated Cllr Wilson (in his absence). Cllr Kilmurray seconded the nomination.

It was:

RESOLVED to elect Cllr Wilson as Vice Chair of the Planning Committee in his absence, with the nomination to be confirmed at the next Planning Committee meeting.

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

PL003/21 To receive and approve apologies for absence

Apologies were received from Cllr Wilson – acceptable reasons were given.

It was:

RESOLVED to approve Cllr Wilson's apologies for absence.

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

PL004/21 To receive any Declarations of Interest and Dispositions

- 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

PL010/21e) Cllr Kilmurray declared an interest in item PL010/21e) as a Director of the Melbourn Hub and noted that the item would not be discussed as the Parish Council is the owner of the building.

PL010/21f) Cllr Cowley declared an interest in item PL010/21f) as a friend of the applicant.

PL005/21 To approve the minutes of the Planning Committee Meeting on 12 April 2021

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting held on 12 April 2021 as an accurate record.

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

PL006/21 To report back on the minutes of the Planning Committee Meetings on 12 April 2021

Signed:..... Dated:

There was nothing to report.

PL007/21 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)

No members of the public were in attendance.

PL008/21 Decision Notices: To receive any Decision notices issued since last meeting.

- 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
Decision : *Permission Granted*
MPC Original Comment : *Support*

The decision was noted.

PL009/21 Correspondence

- a) To receive an update on a request to transfer the open space at Greengage Rise
An update was received. Letters have been delivered to all residents of Greengage Rise advising of our approach to Taylor Wimpey. Our letter to Taylor Wimpey has been acknowledged but no formal response received. **ACTION:** Clerk to follow up.
- b) To consider a formal offer from Stonebond Properties with regard to transfer of the LAP and Open Space
Discussion with regard to amount proposed to be paid by Stonebond as 10 year commuted sum. **ACTION:** Clerk to identify similar sized piece of open space in the village to compare annual maintenance costs. Decision deferred until June meeting of the Planning Committee.
- c) To consider Draft Deed of Easement and Offsite Drainage Methodology relating to drainage works on the Old Rec
It was:
RESOLVED to approve the draft Deed of Easement and RAMS.
Proposed by Cllr Clark, seconded by Cllr Cowley. All in favour.

PL010/21 Planning Applications:

- a) [21/01027/HFUL](#) Proposal: Construction of a self contained one bedroom annex. Site address: Blakeney's Cambridge Road Melbourn SG8 6EY Applicant: Mark Chipperfield
It was:
RESOLVED to support the application with no comments.
Proposed by Cllr Clark, seconded by Cllr Buxton. All in favour.
- b) [21/01003/FUL](#) Proposal: Addition of new opening window into the side of the existing building at first floor level finished to match those previously installed Site address: Saxon House Saxon Way Melbourn SG8 6DN Applicant: TTP Group PLC
It was:
RESOLVED to support the application with no comments.
Proposed by Cllr Cowley, seconded by Cllr Buxton. All in favour.
- c) [21/01162/HFUL](#) Proposal: Repair and extend the height of the living room chimney on the south-east elevation. Line the chimney and install a log burning stove. Installation of 5 No. spot lights to the central beam in the dining room. Site address: 101 High Street Melbourn SG8 6AP Applicant: Ms and Mr Hilary and Stein Martin and Belderok.

Noted that Items PL010/21c) and PL010/21d) relate to the same application c) being planning permission and d) being listed buildings consent. Both to be considered together.

It was:
RESOLVED to support both applications with no comment.

Signed:..... Dated:

Proposed by Cllr Buxton, seconded by Cllr Clark. In favour: Cllrs Kilmurray, Buxton, Hart and Clark. Against Cllr Cowley.

- d) [21/01163/LBC](#) Proposal: Repair and extend the height of the living room chimney on the south-east elevation. Line the chimney and install a log burning stove. Installation of 5 No. spot lights to the central beam in the dining room. Site address: 101 High Street Melbourn SG8 6AP Applicant: Ms and Mr Hilary and Stein Martin and Belderok.

Discussed at Item PL010/21c) above.

- e) [21/01044/FUL](#) Proposal: To erect a Marquee to the front of the Community Hub. The marquee is being used as cafe space allowing the management group to comply with social distancing requirements (retrospective) Site address: 30 High Street Melbourn SG8 6DZ Applicant: Melbourn Community Hub Management Group.

Not discussed. To be referred back to Planning on the basis that the Parish Council own the building.

- f) [21/01379/HFUL](#) Proposal: Single storey rear extension. Site address: 7 Pryors Orchard Melbourn SG8 6UT Applicant: Mr and Mrs Fowell

It was:

RESOLVED to support the application with no comment.

Proposed by Cllr Clark, seconded by Cllr Buxton. In favour: Cllrs Hart, Clark, Buxton, Kilmurray. Abstain: Cllr Cowley.

- g) [21/01090/HFUL](#) Proposal: Erection of Four bay cartlodge style garage with rooms in roof. Site address: Foxfield Farm Fowlmere Road Melbourn SG8 6EZ Applicant: Mr and Mrs Richard Taylor

It was:

RESOLVED to support the application with no comment.

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

- h) [21/01364/HFUL](#) Proposal: Single storey front extension Site address: 23 The Moor Melbourn SG8 6ED Applicant: Mr A Turner.

It was:

RESOLVED to support the application with no comment.

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

- i) [21/01424/HFUL](#) Proposal: Single storey rear extension. Site address: 1 Garden End Melbourn SG8 6HD Applicant: Mr and Mrs Donovan.

It was:

RESOLVED to support the application with no comment.

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

PL011/21 Enforcement updates: To consider any enforcement updates received since last meeting

An update was provided on a report to Planning Enforcement relating to Land 46-56 The Moor (Stonebond Properties). Ongoing contractor parking issues. Enforcement Officer attended the site and confirmed that there is no possibility of onsite parking as provided for in Construction Management Plan. Dedicated parking has been made available at two public car parks in the village. No parking on the road is permitted. To be monitored. Further discussion with regard to replacement of bollard on the road at the entrance to the site to prevent cars turning. Noted that this is a private road. It was also noted that Stonebond have undertaken to make good any damage to the road and verges at the entrance to Littlehands car park.

PL012/21 To note the date of next meeting : **14 June 2021**

The meeting closed at 20:13

Signed:..... Dated:

Signed:..... Dated:

Melbourn Parish Council
Melbourn Hub
30 High Street
Melbourn
Royston
SG8 6DZ

20th April 2021

Dear Parish Clerk

**Re: Land to the rear of 46 – 56 The Moor, Melbourn
S106 Obligation – Open Space and Local Area of Play (LAP)
Formal Offer and Maintenance Contribution**

On behalf of Stonebond Properties (Chelmsford) Ltd, I am writing to you to satisfy the requirements and obligations set in the Section 106 (s106) agreement associated with the above site.

The s106 agreement dated 10th August 2018, second schedule, Part II LAP (paragraph 1.3) and Part IX (paragraph 1.3) the owners (Stonebond Properties (Chelmsford) Ltd), are to maintain these areas for 12-month period after practical completion.

Second Schedule, Part II LAP, Paragraph 1.10 and Part IX paragraph 1.10 requires Stonebond Properties prior to 50% occupations to make a formal offer to the Parish Council to transfer the LAP and the Open Space Areas.

I am writing to you to formally offer the LAP and the Open Space Areas under the following terms:

- Parish Council are to adopt the areas shown green and hatched. (Please see plan attached)

As set out in Sixth Schedule, The LAP Contribution and the On-Site Open Space Maintenance Contribution of the s106 we are to formally agree a commuted sum for a 10-year period prior to the LAP and Open Space.

In order to start negotiations, we have approached DJC Property Management. DJC Property Management company have provided us with a quote for managing the LAP and Open Space Areas for 10-year period. DJC Property Management are leading property management company who we have a collaborative working relationship with.

<http://dicpropertymanagement.co.uk/>

The costs associated with managing and maintaining the LAP and Open Space Areas including play equipment are estimated to be £2,005.00 per annum.

A total of £20,050 to cover the period of 10 years.

I have attached a copy of DJC Property Managements estimated costs.

We trust that the above offer is acceptable, and we can confirm this to South Cambridgeshire District Council to fulfill the obligation.

Should you have any queries regarding the above please do not hesitate to contact me.

Yours sincerely



Sean Marten
Planning Manager
sean.marten@stonebondltd.com



Conveyance Plan Legend:	
	Indicates Plot & Development Boundary.
	Housing Association Boundary.
	Plot Boundary Ownership Marker.
00	Parking Bay Number Allocation.
V	Visitors Parking Bay
	Denotes Postal No. Denotes Plot No.
	Private Shared Access way.
	Managed Areas.
	Land retained for Parish Council.
	Extent of Section 278 works within existing highway land
	Electricity easement.
	Land retained as property of StoneBond LTD.
	Landscape buffer

P7	14.12.20	Site Plan Boundary amended to suit client comments	LVP
P6	09.12.20	Land retained as property of SB added between Plots nos 1&21 to suit client comments	LVP
P5	09.12.20	Plot 17 demise amended to suit client comments	LVP
P4	08.12.20	Parking space added to Plot 17, electricity easement amended to suit client comments	LVP
P3	03.12.20	Extent of S278 land added. Addition of visitors parking and shared surface of Plots no. 22&23 changed to Mgmt Company Land, electricity easement, LAP noted and road names added.	LVP
P2	06.08.20	Land retained for Parish Council delineated, Additional Mgmt. Areas indicated. Red lines added to retained 'strips' of land.	CL
P1	30.07.20	Preliminary. Issued for comment.	CL

Rev	Date	Description	By
P7	14.12.20	Site Plan Boundary amended to suit client comments	LVP

PRELIMINARY

STONEBOND PROPERTIES

Client:

Orchard Gardens
Melbourn, Cambridgeshire

Drawing Title:

Master Conveyance Plan

Scale:

1:500

Original Size:

A3

Drawn:

CPL

Date:

30.07.20

Drawing Number:

215-ARC-2300

Revision:

P7

Matthew Oates
Stonebond House
132-136 New London Road,
Chelmsford
Essex
CM2 0RG

13/04/2021

The Moore, Melbourne – LAP & LEAP

Estimated costs associated to the LAP & LEAP areas

Engineering insurance, including regular inspections of all equipment	£595.00
Sinking Fund (to allow for replacement/repairs) (It is estimated that approximately 80% of the equipment will require replacement between years 10-15)	£500.00
Grounds maintenance cost for soft landscaping area, including hedge/ shrub maintenance, mowing and strimming of areas (an allowance of 26 visits per year)	£520.00
Litter picking and litter bin clearance	£390.00
<u>Total cost (per annum)</u>	<u>£2,005.00</u>

Dear Claire

Apologies for the delay in replying, I had been waiting for the independent report in respect of maintenance contributions for the SGB.

The Strategic Green Belt is well established and ready for transfer. Please find attached, the sign off from County's Landscape Architect for your reference.

As per the Sixth Schedule of the Section 106, the maintenance contribution for the SGB needs to be agreed between both parties. Please find attached a report and covering email from a third party who has experience in costing and managing landscape maintenance works. The company who prepared the report sought prices from 4 ground maintenance contractors and consider the figure arrived at is a fair average.

Therefore, in accordance with point 2 of the Sixth Schedule, I would like to propose to the Parish Council the figure of £37,587.13 as the maintenance contribution for the SGB.

Once the sum is agreed by both parties, as defined in the Second Schedule, Part IV, 1.8 the maintenance contribution is to be paid to the Parish Council on transfer.

Please let me know if you require any further information, otherwise look forward to your response to our proposal in order that we can move forward to progress the transfer.

Kind regards,

Sharon

Sharon Levell

Planning Coordinator

Ext: **295**

Tel: **01394 446895**

www.hopkinshomes.co.uk





Melbourn Strategic Green Belt - Maintenance Estimate

	Rate	Visits	Total	Inflation	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	TOTAL
AREA "A" Landscape Buffer Zone															
This area is mostly self sufficient apart from a small mown path which wil be tied in with the maintenance of AREA "B".															
The buffer zone requires: 1 day for a 2 Man team to glyphosate the weed around the shrubs and paths 6 times a year. 3% natural inflation.	£446.25	6	£2,678	3%	£2,677.50	£2,757.83	£2,840.56	£2,925.78	£3,013.55	£3,103.96	£3,197.08	£3,292.99	£3,391.78	£3,493.53	£30,694.54
	£601.25	1	£601	3%	£601.25	£619.29	£637.87	£657.00	£676.71	£697.01	£717.92	£739.46	£761.65	£784.49	£6,892.66
Also, once a year, the POS requires a "harvest", meaning the entire POS requires a cut and collect down to 120-150mm. 3% labour inflation.					£3,278.75	£3,377.11	£3,478.43	£3,582.78	£3,690.26	£3,800.97	£3,915.00	£4,032.45	£4,153.42	£4,278.03	£37,587.19

* Costings provided for the above two items only - wider maintenance requirements not considered e.g. tree maintenance.
** the rates quoted above are an average from 4 separate grounds maintenance contractors currently employed at Hopkins Homes sites across East Anglia - Two VAT registered and non-VAT registered and give a fair average of pricing
*** Figures quoted are net of VAT (where applicable)



Bi-Monthly Melbourn Parish Council Progress Update – Project Birchwood

Date: 07th June 2021

Report By: Tom Fenner

Designation: Project Manager, SDC Builders

This brief report is intended to provide a progress update to Melbourn Parish council for Project Birchwood, being delivered by SDC Builders for Melbourn Science Park Ltd.

SDC propose issuing this bi-monthly, prior to the monthly parish council planning committee meeting on the second Monday of the month.

Introduction to SDC

SDC are a Bedford-based main contractor who have been established since 1972. We are a local company generally operating within a 50-mile radius of our offices in Oxford and Bedford. We are employee-owned, meaning everybody has a vested interest in the success of our organisation. Because we are local, and have a collective feeling of ownership, we each take our responsibility to respect the communities within which we work very seriously, and we aim to integrate positively with the local area to deliver this beautiful scheme.

Please do inform us of any local initiatives we can participate in. So far we have offered our support with the Meldreth train station path upgrade but are keen to understand if there are any other ways we can help the local community. We are members of Cambridge Considerate Contractors and will register the project with the Considerate Constructors Scheme.

Should the Parish council wish to understand more about SDC, or the scheme, I will gladly attend a session to explain more about the project and how we intend to deliver it.

Progress Summary

The construction-phase of the project is in its infancy and so we have a small site set up in place to oversee the following works. This set up will increase as we begin the main works in July.

Landscaping - We are currently undertaking landscaping works within the Melbourn Science Park as enabling works to the main scheme. This involves the planting of lots of new trees and shrubs within the park and undertaking maintenance and protection works to the existing stock of mature trees.

Pre-Commencement Surveys – We are currently undertaking pre-commencement topographical, ground condition and ecological surveys on the site to best inform our methods of working.

Offsite Drainage Preparation (no works on site) – We are in the process of finalising the agreements with Anglian Water for the offsite drainage works. We have changed the drainage design to a shallower pumped system to minimise the impact of our works and are proposing to enter the recreation ground via the Birchwood site. We will liaise closely with the football club and parish council when finalising preparations.



Photo Record:



Figure 1 - New trees and shrubs planted within the park.

Thank You,

Tom Fenner
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