

MELBOURN PARISH COUNCIL – PLANNING COMMITTEE

(District of South Cambridgeshire)

A meeting of this Committee was held in the Austen Room, The Community Hub, 30 HighStreet, Melbourn, SG8 6DZ on Monday, 11 October 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), Barnes, Clark, Cowley

Absent:

In attendance: Claire Littlewood – Parish Clerk

PL058/21 To receive and approve apologies for absence

Apologies were received from Cllrs Hart and Wilson. Acceptable reasons were given.

It was:

RESOLVED to accept the apologies from Cllrs Hart and Wilson.

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

PL059/21 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.

PL060/21 To approve the minutes of the Planning Committee Meeting on 13 September 2021

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting on 13 September 2021 as an accurate record.

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

PL061/21 To report back on the minutes of the Planning Committee Meetings on 13 September 2021

PL053/21c) Stonebond have responded with details of remedial works to be carried out to verges. They have confirmed that entrance to Littlehands car park will be retarmacked.

PL062/21 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)

There were no members of the public in attendance.

PL063/21 Decision Notices: To receive any Decision notices issued since last meeting.

None received.

PL064/21 Correspondence

- a) To note correspondence with regard to submission of Gamlingay's Neighbourhood Plan

This was noted.

- b) To receive an update with regard to transfer of the SGB at Kingley Grove, New Road

Further inspection of the SGB has been arranged for 13/10/21. Contractor has provided a quote for ongoing maintenance works. A breakdown has been requested by Hopkins Homes.

- c) To receive an update with regard to Project Birchwood

Signed:..... Dated:

It was:

RESOLVED to receive the update from SDC relating to Project Birchwood.

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

- d) To discuss and consider vehicular access across the open space on Greengage Rise

Noted that a resident appeared to have created vehicular access to a property bordering the open space. **ACTION:** Clerk to make further enquiries.

It was:

RESOLVED that on receipt of an update from Taylor Wimpey, the Clerk will write to residents of Greengage Rise with details of transfer of the land to the Parish Council and advising that no vehicular access across the open space will be permitted.

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

PL065/21 To note the following applications for tree work

- a) [21/1150/TTCA](#) Site address:31 Station Road Melbourn SG8 6DX Proposal: T.1 Cedar - Reduce 1 lower branch by 2M back to re growth to reduce end weight over outbuilding roof. Remove lowest branch to crown lift tree and increase light.

This was noted.

- b) [21/1177/TTCA](#) Site address:38 High Street Melbourn SG8 6DZ Proposal: T.1 Yew - Crown reduce tree by 2.5 M to re shape canopy and create smaller tree to allow more light to court yard and house windows as the area has become very dark.

This was noted.

- c) [21/1281/TTCA](#) Site address:2 Lordship Drive Melbourn SG8 6EG Proposal: T3 - Prunus - looks to be in decline. Pollard to three metres, just above bird box. Trees are encroaching onto property and causing shading

This was noted.

PL066/21 Planning Applications:

- a) [S/4535/19/CONDK](#) Proposal: Submission of details required by condition 16 (Travel Plan) 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 the application with no comment.

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

- b) [21/04207/HFUL](#) Proposal: Rear extension and loft conversion with dormer windows Site address: 36 Dolphin Lane Melbourn SG8 6AE Applicant: Mr & Mrs Tibbals.

Discussion with regard to the size of the proposed extension and the loss of garden/amenity area. Concern was also noted with regard to contractor parking and access to the site.

It was:

RESOLVED to object to the application on the following grounds:

- Overdevelopment
- The proposed extension is too big for the plot leading to loss of amenity for future owners
- The proposed extension is out of keeping with other properties in the area
- Potential overlooking of neighbour's property and subsequent loss of privacy

If planners are minded to approve this application, the Parish Council would ask for stringent restrictions on traffic movements to be imposed and a Traffic Management Plan should be put in

Signed:..... Dated:

place to avoid dangerous situations for local residents.
Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour.

- c) [21/04138/LBC](#) Proposal: Reinforcement of misaligned purlins by installing a blocking piece to bring the surface in line then splicing the joint with a ply/steel splice plate. Site address: 2 The Moor Melbourn SG8 6ED Applicant: Fiona MacDonald.

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

- d) [21/04303/FUL](#) Proposal: Erection of a 1.5 storey side extension to side of existing cottage. Site address: 29A The Moor Melbourn SG8 6ED Applicant: Jones.

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

PL067/21 Enforcement updates: To consider any enforcement updates received since last meeting

None received.

PL068/21 To note the date of next meeting : 8 November 2021

The next meeting of the Planning Committee will be held on Monday, 8 November 2021.

The meeting ended at 20:17

Signed:..... Dated:

MELBOURN PARISH COUNCIL – PLANNING COMMITTEE

(District of South Cambridgeshire)

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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), Clark, Hart, Wilson

Absent:

In attendance: Claire Littlewood – Parish Clerk

PL047/21 To receive and approve apologies for absence

Apologies were received from Cllrs Barnes and Cowley, acceptable reasons were given.

It was:

RESOLVED to approve the apologies for Cllrs Barnes and Cowley.

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

PL048/21 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

PL049/21 To approve the minutes of the Planning Committee Meeting on 9 August 2021

It was:

RESOLVED to approve the minutes of the Planning Committee meeting held on 9 August 2021 as an accurate record.

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

PL050/21 To report back on the minutes of the Planning Committee Meetings on 9 August 2021

There was nothing to report.

PL051/21 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.

PL052/21 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [21/01364/HFUL](#) Proposal: Single storey front extension Site address: 23 The Moor Melbourn SG8 6ED

Permission Granted

MPC Original Comment: Support

The decision was noted.

- b) [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

Permission Granted

MPC Original Comment: Support

The decision was noted.

Signed:..... Dated:

PL053/21 Correspondence

- a) To note Made Public Path Order – Public Footpaths Nos 6 and 8

This was noted.

- b) To note Greater Cambridge Local Plan – First Proposals published online

This was noted. **ACTION:** Clerk to circulate link to webinar recording when available.

- c) To note correspondence with Stonebond Properties regarding transfer of open space Orchard Gardens, The Moor

This was noted. **ACTION:** Clerk to write to Stonebond requesting details of remedial works to be carried out to verges at the entrance to the development.

PL054/21 To note the following applications for tree work

- a) [21/1049/TTCA](#) Site address:27 High Street Melbourn SG8 6EB Proposal: H.1 Conifer hedge - Reduce height by 3M and trim both sides to create flat top and sides.
T.2 Magnolia - Fell to ground level dead tree. Replant with Magnolia.
T.3 Cypress - Fell to ground level due to excessive shading.
T.4 Cypress - Fell to ground level due to excessive shading.
T.5 Cypress - Fell to ground level due to excessive shading.
T.6 Conifer - fell to ground level due to interference with gate. Re plant with 1 Conifer.
T.7 Conifer - fell to ground level due to interference with gate. Re plant with 1 Conifer.
T.8 Stump - Fell to ground level dead stump

The application was noted.

- b) [21/1066/TTPO](#) Site address:20 The Lawns Melbourn SG8 6BA Proposal: T.1 Sycamore - Crown reduce by 4M in height and 1.5 lateral branches (back to previous pruning points) to allow more light to property.

The application was noted.

- c) [21/1086/TTCA](#) Site address:12 High Street Melbourn SG8 6EB Proposal: Large Horse Chestnut to the left hand side of your house, infected with Ganoderma among other problems. Severely dying back in places and losing heavy live limbs. I suggest that in an attempt to retain the tree for as long as possible we shorten the lateral branches by 3-4m and upper crown by 4-5m. Also remove heavy dead wood and balance the end result as well as possible. Reasons: Tree is badly decayed, partly dead and is failing more with each moderate wind. Sooner or later someone will be beneath the tree when it loses a limb.

The application was noted.

PL055/21 Planning Applications:

- a) [20/01210/CONDB](#) Proposal: Submission of details required by condition 4 (Boundary treatment) of planning permission 20/01210/FUL Site address: 38 Water Lane Melbourn Royston Cambridgeshire Applicant: Mr Matthew Simpson

It was:

RESOLVED to support the application with no comment.

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

- b) [S/4535/19/CONDG](#) Proposal: Submission of details required by condition 6 (Hard and Soft Landscaping) of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Applicant: Melbourn Science Park Limited.

Signed:..... Dated:

It was:

RESOLVED to support the application with no comment.

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

- c) [S/4535/19/CONDH](#) Proposal: Submission of details required by condition 3 - (Provision of Layout) 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 Clark, seconded by Cllr Hart. All in favour.

- d) [21/03616/FUL](#) Proposal: Construction of a new dwelling & associated alterations to the existing site entrance Site address: Land Rear Of 90 High Street Melbourn SG8 6AL Applicant: Mrs Cecilia Murphy-Roads

Concerns noted with regard to shared access with 92 High Street. Also concern as to contractor parking on the High Street. Noted that Highways have recommended refusal. Concerns with regard to insufficient space to provide minimum splays.

It was:

RESOLVED to object to the application on the following grounds:

- Concerns over shared access with 92 High Street.

- Highways comments are noted and shared particularly with regard to visibility due to lack of splays.

- Concern is noted with regard to contractor parking on the High Street and the impact this will have on traffic through the village.

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

- e) [21/03664/HFUL](#) Proposal: Single storey front extension (Re-submission of 20/04181/HFUL) Site address: 4 Rose Lane Melbourn SG8 6AD Applicant: Mr & Mrs Keclik.

It was:

RESOLVED to support the application with no comment.

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

- f) [S/4535/19/CONDI](#) Proposal: Submission of details required by condition 25 (Carbon Reduction Statement) 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 Clark, seconded by Cllr Wilson. All in favour.

- g) [S/4535/19/CONDJ](#) Proposal: Submission of details required by condition 5 (Materials) of planning permission S/4535/19/VC as amended by S/4535/19/NMA3 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 Kilmurray, seconded by Cllr Clark. All in favour.

PL056/21 Enforcement updates: To consider any enforcement updates received since last meeting

Stonebond Properties : Rear 46-56 The Moor. Noted that reports of contractor vehicles parking parked outside of the authorized area had been received. **ACTION:** Clerk to send details to Planning Enforcement.

Signed:..... Dated:

PL057/21 To note the date of next meeting : **11 October 2021**

Cllrs Hart and Wilson noted their apologies in advance.

The meeting ended at 20:03

Signed:..... Dated:

Dear Sir / Madam

Gamlingay Parish Council submitted the Neighbourhood Plan for its parish to us (South Cambridgeshire District Council, SCDC) on 26 August 2021, along with its supporting documents. You have received this email because you are a consultee or have asked to be notified.

We are now seeking your views on the Gamlingay Neighbourhood Plan before it is considered by an examiner and can proceed towards a referendum.

Comments can be submitted to SCDC between 9am on Monday 27 September and 5pm on Tuesday 23 November 2021.

We are extending the usual period of 6 weeks when comments can be submitted to ensure that everyone can have access to the planning documents.

How can I make comments?

There are a number of ways that you can comment:

- By using the online consultation system: <https://oc2.greatercambridgeplanning.org/>
- By emailing us at neighbourhood.planning@greatercambridgeplanning.org
- By writing to us at Planning Policy Team, SCDC, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA

Please include your name, and both your postal and email addresses with any comments so we can keep you informed on the progress of the Neighbourhood Plan.

Where can I view the Neighbourhood Plan and its supporting documents?

To view the Neighbourhood Plan and its supporting documents, visit:

<https://www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/gamlingay-neighbourhood-plan/>

For the duration of the consultation, it will be possible to inspect hard copies of the Neighbourhood Plan and its supporting documents in the public reception area in our offices in Cambourne. These offices are now open on limited days of the week. Please note that if you wish to view the documents you must book an appointment first via the [booking service](#) on our website.

Within Gamlingay parish you will be able to inspect the documents in the library within the Eco Hub – Stocks Lane, Gamlingay, Sandy. SG19 3JR. The opening times of the library are available on the [Eco Hub website](#)

You can also request a hard copy of these documents by

- Telephoning us at 0345 045 5215
- emailing us at neighbourhood.planning@greatercambridgeplanning.org

What is the Gamlingay Neighbourhood Plan?

A Neighbourhood Plan is a way for communities to take a proactive approach to deciding the future of the places where they live and work. Once 'made' (adopted) a Neighbourhood Plan has the same legal status as the district wide Local Plan, and alongside the Local Plan will be used in deciding planning applications that fall within its area. Further information is available on our website: <https://www.greatercambridgeplanning.org/emerging-plans-and-guidance/neighbourhood-planning/>

The Gamlingay Neighbourhood Plan sets out a range of planning policies which cover many issues that are considered important to the local community.

We look forward to receiving your comments on the Gamlingay Neighbourhood Plan.

Receiving future updates

You can opt-in or opt-out of receiving future mailings in relation to public consultations or notifications on planning policy documents by logging in to the Greater Cambridge Shared Planning Service [consultation database](#) and choosing the 'topics' that you would like future mailings about. When you log in, you will find the list of 'topics' under 'My Details'. You can also find our privacy notice on the Council's website via the above link.

Yours faithfully

Jonathan Dixon

Jonathan Dixon
Planning Policy Manager



Bi-Monthly Melbourn Parish Council Progress Update – Project Birchwood

Date: 08th October 2021
Report By: Tom Fenner
Designation: Project Manager

Progress Update

Works have been progressing as scheduled over the past month despite challenging weather caused by frequent downpours and wind! We are now progressing the construction of the Hive building superstructure and completing the groundworks of the main building and will be moving our focus to the other two buildings, the Technology Barn and the Forum.

We are pleased to now have the perimeter roadway and car park complete, meaning that the site will be a quieter and mud-free environment moving forward!

Looking forward over the forthcoming months, the steel frame of the Tech Barn will commence as well as the continuation of the Hive concrete frame. The external utility installation works will also progress, with our aim being to complete most of the groundworks by the Spring '22.

Neighbourly Relations

We have committed to participating in the following local initiatives:

- Resurfacing Melbourn Hub exterior
- Neighbour Event – Meeting and tour of the site with residents of Moat Lane.
- Landscaping Melbourn Hub frontage
- River Mel: provision and delivery of chalk for bank reinforcement works
- Melbourn Village College student engagement
- Meldreth station access path safety works

We have been made aware of some isolated instances of our HGV's turning right towards the Village. We apologise for this and assure stakeholders that we are using our best endeavours to prevent this, including the installation of AA signage on the A10 and through the village to supplement our site gate staff and site signage and communication. We have seen a significant improvement in this since the installation of the signs.

Thank You,

Tom Fenner
Project Manager
SDC
tom.fenner@sdc.co.uk



Photo Record:



Figure 1 – New office set up



Figure 2 – Example of stoned path around site



Figure 3 and 4 – New tarmac road leading into the site



Figure 5 and 6 – Views of the hive from across the slab and from the front



Figure 7 – Aerial Photo 24th September