

# MELBOURN PARISH COUNCIL – PLANNING COMMITTEE

(District of South Cambridgeshire)

**A meeting of this Committee was held in the Austen Room, The Community Hub, 30 High Street, Melbourn, SG8 6DZ on Monday, 13 December 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, Wilson

**Absent:**

**In attendance:** Claire Littlewood – Parish Clerk (remotely)

**PL080/21 To receive and approve apologies for absence**

Apologies received from Cllr Hart. Acceptable reasons were given.

It was:

RESOLVED to accept the apologies for Cllr Hart.

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

**PL081/21 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.

**PL082/21 To approve the minutes of the Planning Committee Meeting on 8 November 2021**

It was:

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

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

**PL083/21 To report back on the minutes of the Planning Committee Meetings on 8 November 2021**

PL075/21b) Information requested from County Highways. Feedback from other parishes received. To be discussed further at full Council.

**PL084/21 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.

**PL085/21 Decision Notices: To receive any Decision notices issued since last meeting.**

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

*Decision: Permission Refused*

*MPC original comment: Support with comments re footings*

This was noted.

- 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

*Decision: Permission Granted*

Signed:..... Dated:

*MPC Original comment: Object*

This was noted.

**PL086/21 Correspondence**

- a) To consider and discuss SCDC draft Street Trader Policy  
This was noted.
- b) To note the Fulbourn Neighbourhood Plan  
This was noted.
- c) To note Anglian Water Asset Maps  
This was noted.
- d) To consider the adopted Melbourn Conservation Area appraisal  
This was noted.

**PL087/21 To note the following applications for tree work**

- a) [21/1483/TTCA](#) Site address:19 High Street Melbourn SG8 6ER Proposal: T.1 Sycamore Crown reduce by 2M back to previous due to close proximity to house. T.2 laurel - Fell to ground level and remove stumps to re landscape area  
This was noted.
- b) [21/1128/TTCA](#) Site address: 35 High Street Melbourn SG8 6DZ, Willow to fell. To receive an update on temporary Tree Preservation Order TPO 0048  
This was noted.
- c) [21/1672/TTCA](#) Site address:35 High Street Melbourn SG8 6DZ Proposal: T.1 Weeping Willow (dead) - fell to ground level  
This was noted.

**PL088/21 Planning Applications:**

- a) [21/04996/HFUL](#) Proposal: Single storey side extension and internal alterations Site address: 62 Greengage Rise Melbourn SG8 6DS Applicant: Mr. Keith Barrell  
  
It was:  
RESOLVED to support the application with no comments.  
Proposed by Cllr Wilson, seconded by Cllr Barnes. All in favour.
- b) [21/05078/LBC](#) Proposal: Removal, replacement and addition of internal and external linings to the rear of dwelling and structural alterations to strengthen existing floors, walls and roof. Site address: 10 High Street Melbourn SG8 6ER Applicant: Donald Purkiss and Associates LLP  
  
It was:  
RESOLVED to support the application with no comments.  
Proposed by Cllr Barnes, seconded by Cllr Clark. All in favour.
- c) [21/05181/PRIOR](#) Proposal: Single storey rear extension Site address: 15 Greenbanks Melbourn Royston Cambridgeshire Applicant: Mr Antony Phillips.  
  
It was:  
RESOLVED to support the application with no comments.  
Proposed by Cllr Clark, seconded by Cllr Wilson. All in favour
- d) [21/05121/HFUL](#) Proposal: Ground floor rear extension and associated landscaping works. Site address: 11 The Lawns Melbourn SG8 6BA Applicant: Welch.

Signed:..... Dated:

It was:

RESOLVED to support the application with no comments.

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

- e) [21/04583/HFUL](#) 7 Spencer Drive, Melbourn (updated plan) Single storey rear annex extension

It was:

RESOLVED to support the application with no comments.

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

- f) [21/05213/HFUL](#) Proposal: Single storey rear extension. Resubmission of 21/01424/HFUL Site address: 1 Garden End Melbourn SG8 6HD Applicant: Mr & Mrs Donovan  
Concern was expressed with regard to spread of the roots from the fully mature Ash tree adjacent to the proposed extension. Noted that Ash have a wide root system which are likely to spread at least 10m from the trunk and may interfere with the building. Equally, the building may interfere with the root system of the tree. It was suggested to request input from the Tree Officer as the material planning consideration is loss of or affect on the tree.

It was:

RESOLVED to object to the application on the grounds that the root system of the tree may interfere with the building and conversely the building may interfere with the tree's root system. We would request the opinion of the Tree Officer, although we do not believe a visit is required as the canopy spread is clearly visible on Google maps satellite image dated 2020. If the Tree Officer is satisfied that the tree root system and/or building do not interfere with one another, the Parish Council will withdraw their objection to this application.

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

**PL089/21 Enforcement updates: To consider any enforcement updates received since last meeting**

An update was provided with regard to vehicles exiting the site of 59 High Street as concern was expressed over vehicles reversing on the main road. Planning Department indicated that no action was required and no objection raised by County Highways.

PL090/21 To note the date of next meeting :**10 January 2022**

The date of the next meeting is Monday, 10 January 2022.

The meeting ended at 20:01

Signed:..... Dated:

# 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, 8 November 2021 at 7.30pm**

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

**Absent:**

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

**PL069/21 To receive and approve apologies for absence**

None received

**PL070/21 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

**PL071/21 To approve the minutes of the Planning Committee Meeting on 11 October 2021**

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting held on 11 October 2021 as an accurate record.

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

**PL072/21 To report back on the minutes of the Planning Committee Meetings on 11 October 2021**

PL064/21d) Site visit had taken place. Further action if required will follow formal transfer of the land.

**PL073/21 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.

**PL074/21 Decision Notices: To receive any Decision notices issued since last meeting.**

None received.

**PL075/21 Correspondence**

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

An update on recent inspection of the SGB was provided. Further detail with regard to commuted sum to be forwarded to developer for discussion.

- b) To receive an update with regard to transfer of the open spaces at Victoria Heights

An update was provided with regard to transfer of two small lawned open spaces which will take place of completion of both areas. A member queried whether local residents should be canvassed on whether they would like play equipment to be installed on the open spaces. Further discussion with regard to the Parish Council adopting the cemetery access road. Members noted concern for potential ongoing insurance and maintenance obligations. A member queried whether County Highways would adopt the road. Noted that the road is very

Signed:..... Dated:



narrow and may not meet County Highways criteria for adoption. Noted that this is a matter for full Council to consider.

**ACTIONS:**

- Clerk to seek advice from County Highways on adoption of road.
- Clerk to contact other parishes to see if any have adopted roads.

A member suggested that future planning applications should ensure that roads meet County Highways criteria for adoption.

**c) To note the First Proposals Consultation period for the Local Plan**

Details of online and in person events to support the First Consultation for the Local Plan to run from 1 November to 13 December was made available. Responses are invited from local residents as well as Parish Councils. All local people are encouraged to engage with the consultation. A drop in event is to be held at The Hub in Melbourn on Saturday, 13 November 2021.

**PL076/21 To note the following applications for tree work**

- a) [21/1323/TTCA](#) Site address: 12 High Street Melbourn Royston Cambridgeshire Proposal: T1 - Lime - cut back all overhanging branches to fence line by two metres. Trees are encroaching onto property and causing shading

This was noted.

- b) [21/1441/TTCA](#) Site address: 30 High Street Melbourn SG8 6DZ Proposal: T1 - Silver Birch - Fell to ground level

A member queried whether it was necessary to completely fell the tree. It was noted that the tree is dead. The application was noted.

**PL077/21 Planning Applications:**

- a) [21/03051/HFUL](#) Proposal: Variation to the existing driveway to provide an in/out drive Site address: 9 Dolphin Lane Melbourn SG8 6AF Applicant: Mr & Mrs K Fox.

Discussion with regard to a previous unsuccessful application to alter the driveway. It was noted that the area on the driveway was reduced due to other building on the plot. Concern was noted with regard to planned removal of hedging. Concern also noted that conditions suggested by Highways may be difficult to achieve and are often not enforced. A member noted that it is unfortunate that the applicants have not attended a Planning Committee meeting as this would have provided an opportunity to support their application.

It was:

RESOLVED to object to the application on the grounds that:

- it will be necessary to remove part of the hedge;
- there appears to be insufficient information on the planning application as to whether residents can comply with the extensive Highways requirements; and
- Highways objected to a previous application and it does not seem that anything has changed since that time.

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

- b) [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 on the basis that the conditions with regard to tree protection and use of existing footings as set out on drawing number 5817480 are strictly adhered to.

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

- c) [21/04235/FUL](#) Proposal: Change of use from agricultural land to a secure dog walking/exercising/training area. Erection of secure boundary fencing, gates and mobile field shelter on timber skids Site address: Land At Summer House Farm New Road Melbourn Royston Applicant: WTV Wedd & Sons

It was:

RESOLVED to support the application with no comment.

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

- d) [21/04583/HFUL](#) Proposal: Single storey rear annex extension Site address: 7 Spencer Drive Melbourn Royston Cambridgeshire Applicant: John Byford.

Discussion with regard to the size of the proposed extension. Concern was noted as to the location of the ASHP in proximity to the neighbouring property as it was noted that planning guidance states that this should be at least 1 metre from the boundary.

It was:

RESOLVED to object on the grounds that the air source heat pump (ASHP) is within 1 metre of the neighbouring property and therefore does not comply with planning guidance. If the ASHP is located more than 1 metre from the boundary Committee indicated that it would be willing to support the application.

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

**PL078/21 Enforcement updates: To consider any enforcement updates received since last meeting**

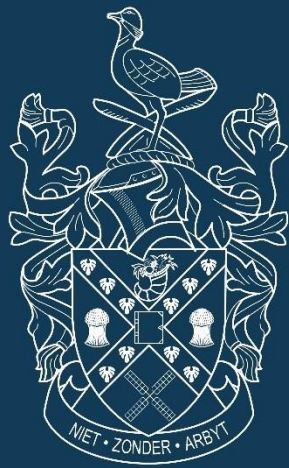
None received.

**PL079/21 To note the date of next meeting : 13 December 2021**

The date of the next meeting is Monday, 13 December 2021.

The meeting ended at 20:21

Signed:..... Dated:



**South  
Cambridgeshire  
District Council**

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

**STREET TRADING POLICY**

**Effective 1 March 2022**

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## 1. Definitions

**The Council** – South Cambridgeshire District Council

**The Act** - Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982

**The Applicant** - The trader who has applied for a Street Trading Consent or Host Premises Licence

**The Policy** - This refers to South Cambridgeshire District Council's Street Trading Policy

**Consent holder** - A person or Company to whom the consent to trade has been granted by the Council

**Host Premises Consent** – the consent issued to a Premises to enable trading to take place on an ad-hoc basis

## 2. The Policy

The Council's street trading policy purpose is to create a street trading environment which complements premises-based trading, is sensitive to the needs of residents, provides diversity and consumer choice, and seeks to enhance the character, ambience, and safety of local environments, whilst supporting local businesses.

The powers to control street trading within the Council's area are contained in Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982, 'the Act', which has been adopted by the Council. Under Schedule 4 of the Act the Council can manage street trading by designating streets as 'consent streets', 'licence streets' or 'prohibited streets'. The Council has designated all streets in the District as Consent Streets (with the exceptions detailed in Scope of the Policy). The designation came into effect on 1 March 2022.

This policy sets out the framework for the management and administration of street trading throughout the District of South Cambridgeshire and sets out the key considerations the Council will take into account when considering applications for a street trading consent or host premises consent.

## 3. Scope of this Policy

### a. Within Scope

This policy relates to the issuing of consents to permit the selling, exposing, or offering for sale of any article (including a living thing) in a street; and the supplying of or the offering to supply any service in a street. A street includes any road, highway verge, footway, beach, or other area to which the public have access without payment.

## b. Out of Scope

- The following activities are excluded from this Policy:
- Trading by a pedlar operating under a Pedlar's Certificate
- Trading at an established Charter or statutory market
- Trading at a fair, fete or similar one-day community event \*
- Trading in a trunk road picnic area provided under the Highways Act 1980
- Trading on the A11 or A14
- Trading as a news vendor where only newspapers or periodicals are sold
- Trading at a petrol filling station or shop
- Trading at a premises used as a shop or in a street adjoining premises and as part of the business of the shop (such as a farm shop)
- Trading or provision of facilities for recreation or refreshment under Part VIIA of the Highways Act 1980 or the Business and Planning Act 2020 (pavement cafes)
- Trading as a Roundsman (i.e. delivering pre-ordered goods to customers such as milk delivery)
- Activities under a Street Collection or Sale Permit for charitable purposes
- Trading for charitable purposes, where a vendor is operating not for private gain, where a payment is not required to access the land.
- \* "One off events that are essentially non-commercial would not normally be considered to be street trading (street trading implies a degree of regularity) and therefore would be outside of the scope of the scheme and not require any form of street trading consent. If the purpose of the event is more than a one-off event or is of a commercial nature, then it would be caught by the policy and an application required. (A letter of intent/confirmation from the community organisers would normally satisfy this Council). It is assumed, or strongly advised, that the community event organisers will have consulted with residents and businesses prior to holding the event".

## 4. Types of Street Trading Consent

There are two categories of street trading consents, **Standard Consent** and **Host Premises**, which are split into two types.

### a. Standard Consent

#### (i). Static Street Consent

Where the operator is at a fixed pitch for more than 2 hours in a 24-hour period.

#### (ii). Mobile Street Consent

Where the trader wishes to move from place to place. In order to meet the criteria for mobile consent, whilst a trader may have consent for multiple sites, they must not remain in one location for more than 2 hours at a time, and not return to the same site on the same day.

## b. Host Premises

### (i) Host Premises Consent

This is a consent issued to a premises to enable a single location to be used by different Host Premises Consent Holders on an ad-hoc basis. This applies to private landowners or occupiers such as public house car parks who wish to host traders to complement their primary business.

### (ii). Host Premises Trader Consent

Where trading may take place at consented host premises **only** in the District.

Any individual wishing to trade in a consented Host Premises must obtain a Host Premises Trader Consent. Once issued, the consent will enable the trader to trade in any consented Host Premises within the South Cambridgeshire District.

## 5.Key Considerations when determining an application and suitability of sites

### Public Safety

- **Safety:** Whether the street trading activity represents, or is likely to represent, a substantial risk to the public from the point of view of obstruction, fire hazard, unhygienic conditions or danger that may occur.
- **Highway:** the location and operating times will be such that the highway can be maintained in accordance with Cambridgeshire County Council's requirements and that there are no dangers to those who have a right to use the highway and no obstruction for emergency access.
- **Compliance:** Trading must be conducted only from a trading unit that complies with relevant legislation.
- **Food Safety:** Any trader wishing to sell food will need to be registered with the Environmental Health Service for the area in which they are based for food hygiene inspection. Food vendors should have an FSA food hygiene rating score of 3 or more. Evidence of the registration will be required at the application stage.
- **Health and Safety:** All relevant requirements must be met.

### Public Nuisance

- **Public Order:** Whether the street trading activity represents or is likely to represent a substantial risk to public order.
- **The Avoidance of Public Nuisance:** Whether the street trading activity is likely to or does represent a substantial risk of nuisance to the public particularly in residential areas. Nuisance could for example include traffic, noise, rubbish, potential for the harbourage of vermin, odour, or fumes.



## 6. Commodities

The Council may have regard to the number, nature and type of traders or business already trading within a consent area when determining an application. To ensure a diverse offering of services, there may be no duplication of principal food/commodity provision at any one time, in the same location (subject to grandfather rights).

## 7. Late night food trading

The sale of hot food or hot drink in any place, including mobile traders, between 23:00 and 05:00 on any day will require a Premises Licence for late night refreshment under the Licensing Act 2003.

## 8. Grounds for Representations, Refusal or Revocation

A representation against an application must relate to one of the following criteria; Public Safety, Public Nuisance or "General". The Council will normally grant a Street Trading Consent unless one or more of the criteria below are identified. In addition, where the criteria below have been met, this may result in the revocation of a Consent.

### Public Safety

- **Road Safety:** A significant effect on road safety would arise either from the siting of the trading activity itself such as interference with sight lines for any road users or pedestrian crossings, or from customers visiting or leaving the site;
- **Accidents:** Where there are concerns over the recorded level of personal injury accidents in the locality where the street trading activity will be sited;
- **Traffic Orders:** There is a conflict with Traffic Orders such as waiting restrictions;
- **Access:** The site or pitch obstructs either pedestrian or vehicular access, or traffic flows, or places pedestrians in danger when in use for street trading purposes;
- **Obstruction:** The trading unit obstructs the safe passage of users of the footway or carriageway;
- **Food Safety:** the trader has failed to meet food safety standards.
- **Health and Safety:** the trader has breached or failed to meet any health and safety standards

### Public Nuisance

- **Loss of amenity:** There would be a significant loss of amenity caused by traffic, noise, rubbish, potential for the harbourage of vermin, odour, or fumes;

## General

- **Commodity duplication:** That within the proposed pitch location, there are already traders or businesses offering the same service or providing the same principal food/commodity during
- the hours the consent is applied for. This is to ensure a diverse offering of services. (subject to grandfather rights). Competition issues will not be a consideration; **Unit unsuitability:** The trading unit is not considered to be suitable in style or in keeping with the location(s) requested.
- **Fees:** In the case of a renewal application the previous year's fees have not been paid.
- **Complaints:** The consent holder has been the subject of a serious substantiated complaint or multiple substantiated complaints relating to public safety and/or public nuisance as detailed above.
- **Suitability of applicant:** This Licensing Authority will only issue a Street Trader Consent to an applicant it considers to be 'fit and proper' to hold a consent i.e. they have not disclosed any convictions that would bring into question their suitability to be issued a licence and has the right to work under UK immigration law,
- Where the applicant has disclosed convictions which would bring into question their suitability to be issued a street trading consent, then the application will be referred to a Licensing Panel for determination. All applications will be determined on their own merit.

## 9. Consultations

On receipt of an application for a street trader consent or host premises consent the Licensing Authority will consult and seek written observations from:

- Ward & Division Councillors
- Parish or Town Councils
- South Cambridge Council Environmental Health
- Cambridgeshire Constabulary
- Shared Planning Service
- Cambridgeshire County Council Highways

There will be a 14-day consultation period for street trader consent applications, and a 28-day consultation period for host premises applications

Representations must relate to relevant considerations detailed within the "Grounds for Representation, Revocation or Refusal" at section 8.

## 10. Application requirements

### a. Static, Mobile, Host Premises Trader Consent

An applicant must be 17 years of age or above.

All applications for the grant of a new Street Trading Consent site must include:

- (a) Completed application form and associated paperwork.
- (b) Where the proposed trading is from a specified location, a location plan showing the proposed location of the street trading site. This map should clearly identify the proposed location by marking the site boundary with a red line.
- (c) Where the application is to trade on private land (not host premises) written confirmation of authority to trade on the land.
- (d) Where the proposed trading is on a mobile basis, a list of the location(s) with a site plan (in the case of mobile ice cream traders, the names of the streets/parishes will suffice).
- (e) Colour photographs of the vehicle/stall showing any signage. If the vehicle/stall has not been constructed submit supplier drawings/brochure.
- (f) Valid insurance certificate for £5,000,000 public liability and public indemnity cover.

## b. Host Premises Consent

An applicant must be 17 years of age or above and have the legal right to occupy the premises.

All applications for the grant of a new Street Trading Consent site must include:

- (a) Completed application and associated paperwork form.
- (b) A location plan showing the proposed location of the street trading site. This map should clearly identify the proposed location by marking the host premises site boundary/land in the ownership of the host premises with a red line.
- (c) Valid insurance certificate for £5,000,000 public liability and public indemnity cover for the host premises consent trading activity.

## 11. Grandfather Rights

Previously, street trading did not apply to the whole of the District, which resulted in some street traders operating in areas with the consent of the local Parish or Town Councils. To support those traders coming under the new regime, the Council has introduced grandfather rights for those traders who will now fall under the regime, and traded up to the period ending 1 March 2022.

The trader will have the right to retain their pitch(es) position subject to basic safety principles being adhered to.

For traders falling within the “grandfather rights” criteria, a grace period of **up to** six months (from commencement of the new Policy) will be permitted to allow a trader to submit their application for a street trader consent. This will provide the time to address all requirements of the regime and obtain all necessary documents for the application. A full application for a street trader consent must be submitted by no later than **30 September 2022**. Provided the above requirements are met, the applicant would also benefit by way of a 50% fee reduction for the first application fee. After this period, no other special exemptions will apply.

## 12. Determination of an Application

Where an application has not been subject to representation, the consent will be issued under delegated authority.

Where an applicant is not considered “fit and proper”, or where valid representations have been received against an application, the application will be referred to the Licensing Panel for determination. There is no formal right of appeal against refusal of an application following the Panel decision.

When determining an application for the grant renewal or revocation of a Street Trading Consent, the Panel may:

- (a) Grant consent to the applicant as applied for.
- (b) Grant consent to the applicant subject to modifications to the days, times or locations on which trading may take place; attach additional conditions to the consent.
- (c) Refuse to grant the Consent.

## 13. Duration of Consents

A street trading consent may be issued for a period not exceeding 12 months from the 1 April to 31 March. Any new consents will be issued pro-rotta based on the number of months remaining until 31 March.

## 14. Transfer of Consent

A Consent may be transferred or sold, provided the:

- the transfer applicant submits an application with the required fee and associated paperwork documents.
- the applicant meets suitability standards and required health and safety requirements
- in the case of Consent Holders, there are no changes to the location, dates, time and/or commodities to be sold .
- the granting of the transfer would not meet the criteria contained within the grounds for representations and grounds for refusal.

## 15. Surrender of Consent

A Street Trading Consent may be surrendered at any time. It shall then cease to be valid.

## 16. Renewal/Continuation of Consent

An application for renewal must be submitted no later than 4 weeks prior to the expiry date of the current Consent. Renewal applications made after this date will not be valid and a new application will have to be made. No trading may take place until the new Consent is issued.

Provided the application has been correctly submitted with the required fee, and evidence of public liability and public indemnity insurance cover of not less than £5 million, then the consent will be automatically renewed provided that:

- the application is under exactly the same terms as existing i.e. location, times, and commodities.
- the consent conditions and key considerations have continued to have been met
- there have been no substantiated complaints about the existing street trader or host premises.
- no enforcement action has been taken against the consent holder or persons working for the applicant.

If the criteria above have not been met, then the renewal will be subject to the same consultation procedure **and fee structure** as per a new application.

## 17. Pitch closures

Where a street trading consent pitch has to be withdrawn for a temporary period for reasons beyond the direct control of South Cambridgeshire District Council, e.g. roadworks, road relaying etc. no fee in whole or part of shall be refundable.

## 18. Non-payment of Fees

Where a consent has expired due to non-payment, the pitch will become available to others to apply for immediately.

## 19. Revocation of a Consent

Where a consent holder has either;

- failed to meet, or breached, the conditions of the consent, or;
- failed to adhere to the key considerations when determining an application, or;
- met any of the grounds for representation, refusal, or revocation, or;
- been subject to a substantiated serious complaint, or multiple substantiated complaints relating to criteria within public safety and/or public nuisance above

The matter will be referred to the Licensing Panel, who may determine it necessary with regards to promote public safety and/or prevent nuisance or annoyance to affected parties;

- i) To add additional conditions to the consent.
- ii) To modify the days, times or locations on which trading may take place; attach additional conditions to the consent.
- iii) To revoke the consent.

## 20. Conditions and Enforcement

Standard conditions will be attached to every street trading consent detailing the holder's responsibilities to maintain public safety, avoid nuisance and generally preserve the amenity of the locality.

Specific conditions will also be attached such as the days and hours when street trading is permitted, the goods, which may be sold, and the size of the pitch.

Failure to comply with conditions may lead to revocation or non-renewal of consent. Persons trading without a required consent may be subject to enforcement action in accordance with the South Cambridgeshire District Council Enforcement Policy.

DRAFT

## Appendix A

### Standard conditions for Street Trading Consent

1. A Street Trading Consent is valid only for the period, commodities and location(s) specified on the Consent.
2. The Consent holder must pay the fee in full prior to trading, unless agreed by the Council.
3. The Consent holder must ensure that the stall/vehicle is positioned only in the allocated space in the location(s) for which the Street Trading Consent is issued.
4. The Council must approve any changes to or replacement of the stall or vehicle prior to use.
5. The Consent holder must not carry on their trade in such a way as to cause obstruction of any street or endanger persons using the street or cause any nuisance or annoyance
6. The Consent holder's vehicle/stall must be kept in a clean, safe, and well-maintained condition
7. Every street trading vehicle/ stall must be removed from the site at the end of the trading day unless agreed by the Council.
8. Holders of a Mobile Street Trading Consent must not trade in one place for more than 2 hours at a time, and not to return to the same site on the same day.
9. The Consent holder must ensure refuse originating from their trade is disposed of by a licensed waste carrier and must leave the site and its immediate vicinity clear of refuse at the completion of trading.
10. No water or waste material must be discharged on to the highway or any adjacent property.
11. When trading from a layby leave a maximum usable space permitting safe ingress and exit for vehicles.
12. No free-standing advertising, seating, tables, chairs, sunshades may be displayed without approval from the Council.
13. No device used in the reproduction or amplification of sound whilst trading must be audible beyond a distance of 5 metres from the trading unit.
14. The granting of this Consent does not imply the right to violate any order or prohibition or restriction made under the various Road Traffic Acts and Highway Acts.
15. A Street Trading Consent cannot be transferred or sold to another person.
16. The sub-letting of a Street Trading Consent location is prohibited unless agreed by the Council.
17. The Consent holder must be the principal operator and have day-to-day control of the stall/vehicle. The Consent holder may employ any other person to assist in operating the stall/vehicle.



18. The Consent holder must have and maintain a proper insurance policy against public liability and third-party risks. The minimum insurance cover must be £5,000,000 and must cover the operator's vehicle, or stall and any additional equipment under their control.

19. The Consent holder may terminate a Street Trading Consent by written notice to the Council.

20. Where gas cylinders are used a valid gas safety certificate is required to ensure the safety of all gas appliances.

21. Where the vehicle or stall has a 240-volt electrical system a valid electrical installation certificate is required.

22. In the case of hot food preparation, a serviceable fire blanket and suitable fire extinguisher/s must be provided at all times.

23. All staff involved in the preparation of food must hold a minimum accredited Level 2 food safety certificate.

24. The above general conditions, which apply to all Street Trading Consents, may be varied, having regard to a particular location. Additional conditions may be required and will be displayed and listed on the Street Trading Consent.

DRAFT

**MELBOURN PARISH COUNCIL**  
**Planning Committee**

**13 December 2021**  
**Item: PL086/21a)**

Dear Sir/Madam

I refer to my previous emails, and wish to advise you that on 29 November 2021, the Council's Licensing Committee agreed to adopt Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 for the whole of South Cambridgeshire District. It has been agreed that pursuant to Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982, that the current prohibited streets designation with the Council area be rescinded and that with effect from **1 March 2022**, all streets within the district shall be designated as consent streets for the purposes of street trading. There shall be excluded from the designation in the resolution above any area of land which is from time to time in the ownership and control of a Public Authority or a registered charity other than any highway which is included from time to time on the list of streets maintainable at public expense pursuant to section 36(6) of the Highways Act 1980, currently A11 and A14.

In addition, the Licensing Committee agreed in principle, to a draft Policy which details how applications will be administered and enforced throughout the District. The Policy may require amendment following awaited Legal opinion, but the principles are expected to remain.

I would be grateful to hear your views on the draft Policy, and if you are able to forward this on to any other parties this would be appreciated in order to gain as wide a response as possible.

A copy of the draft Policy is attached, and I would be obliged to received your comments via email by no later than 11 January 2022. The final Policy draft will be considered by the Licensing Committee in February.

Yours faithfully

Rachel Jackson

**MELBOURN PARISH COUNCIL**  
**Planning Committee**

**Date: 13 December 2021**  
**Item: PL086 21b)**

Dear Sir / Madam

Fulbourn Parish Council submitted the Neighbourhood Plan for its parish to us (South Cambridgeshire District Council, SCDC) on 18 October 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 Fulbourn Neighbourhood Plan before it is considered by an examiner and can proceed towards a referendum.

**Comments can be submitted to SCDC between 9am on Tuesday 9 November 2021 and 5pm on Tuesday 18 January 2022.**

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 and because it includes the Christmas and New Year holidays.

How can I make comments?

There are a number of ways that you can comment:

- By using the online consultation system:  
<https://consultations.greatercambridgeplanning.org/>
- By emailing us at [neighbourhood.planning@greatercambridgeplanning.org](mailto: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/fulbourn-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 Fulbourn parish you will be able to inspect the documents in the parish office at Fulbourn Hub, Home End, Fulbourn. CB21 5BS. Please call 01223 785683 for an appointment.

You can also request a hard copy of these documents by

- Telephoning us at 0345 045 5215
- emailing us at [neighbourhood.planning@greatercambridgeplanning.org](mailto:neighbourhood.planning@greatercambridgeplanning.org)

### What is the Fulbourn 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 Fulbourn 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 Fulbourn Neighbourhood Plan.

### Receiving future updates

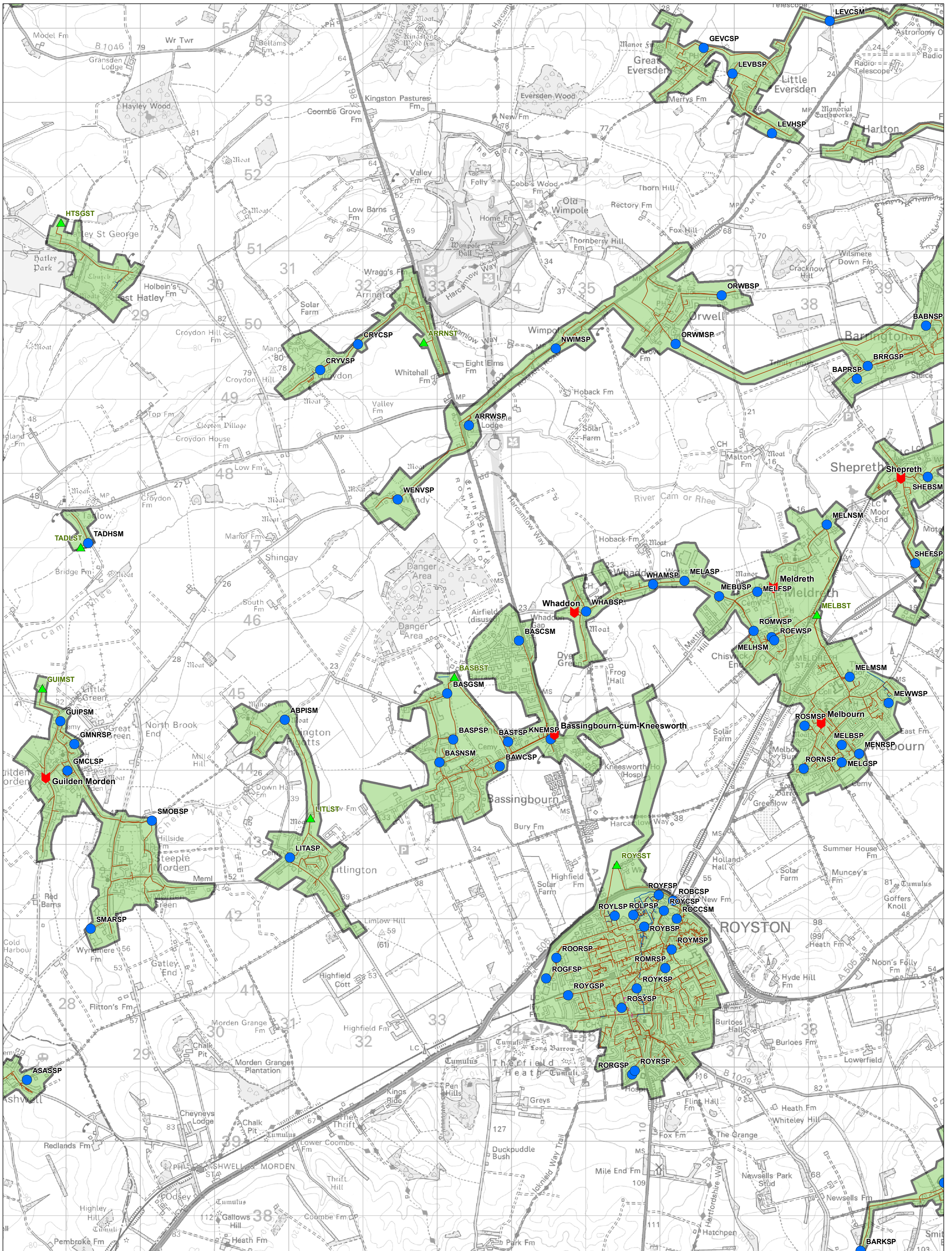
You can opt-in or opt-out of receiving future mailings in relation to public consultations or notifications on planning policy documents by logging in to the Greater Cambridge Shared Planning Service [consultation database](#) and choosing the 'topics' that you would like future mailings about. When 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





**Legend**

- ▲ WRC
- Pumping Stations
- Sewer Catchment
- Combined
- Foul
- Surface

This plan is provided by Anglian Water pursuant to its obligations under the Water Industry Act 1991 sections 198 or 199. It must be used in conjunction with any search results attached. The information on this plan is based on data currently recorded but the position must be regarded as approximate. Service pipes, private sewers and drains are generally not shown.

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GIS & Performance Team  
 Anglian Water Services Ltd  
 Henderson House  
 4 Lancaster Way  
 Huntingdon  
 Cambs, PE29 7DU

For all mapping enquiries, please email 'mapsanddata@anglianwater.co.uk' or ring 01480 323814

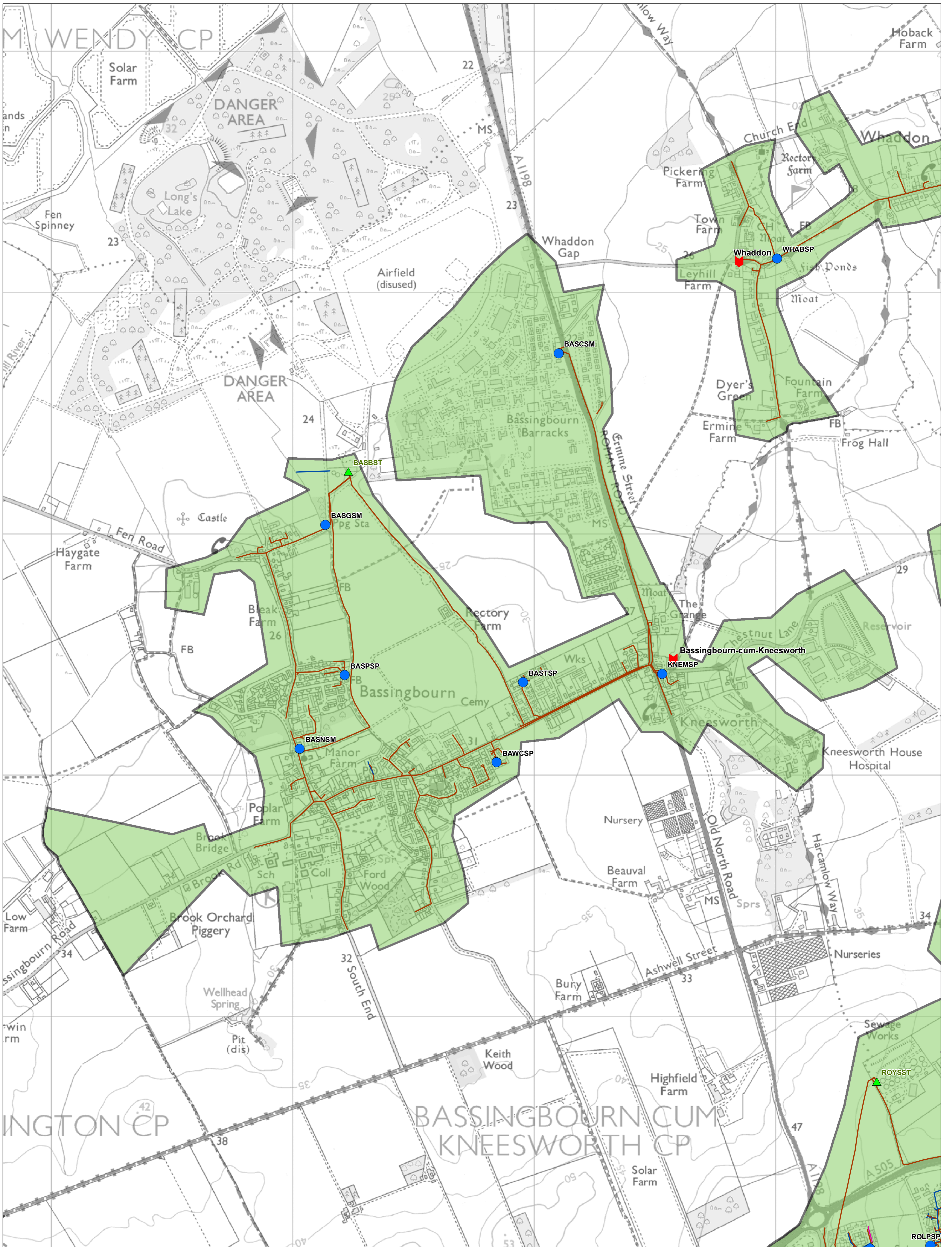
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Author: HL Checked: HL Approved: HL Date: 17/11/2021

ISSUE NO	COMMENTS	DATE	AUTH
<b>REVISION DETAILS</b>			
Cambridgeshire villages With Pumping Stations, WRC's and Sewers			





**Legend**

- ▲ WRC
- Pumping Stations
- Sewer Catchment
- Liquid Type
- Combined
- Foul
- Surface

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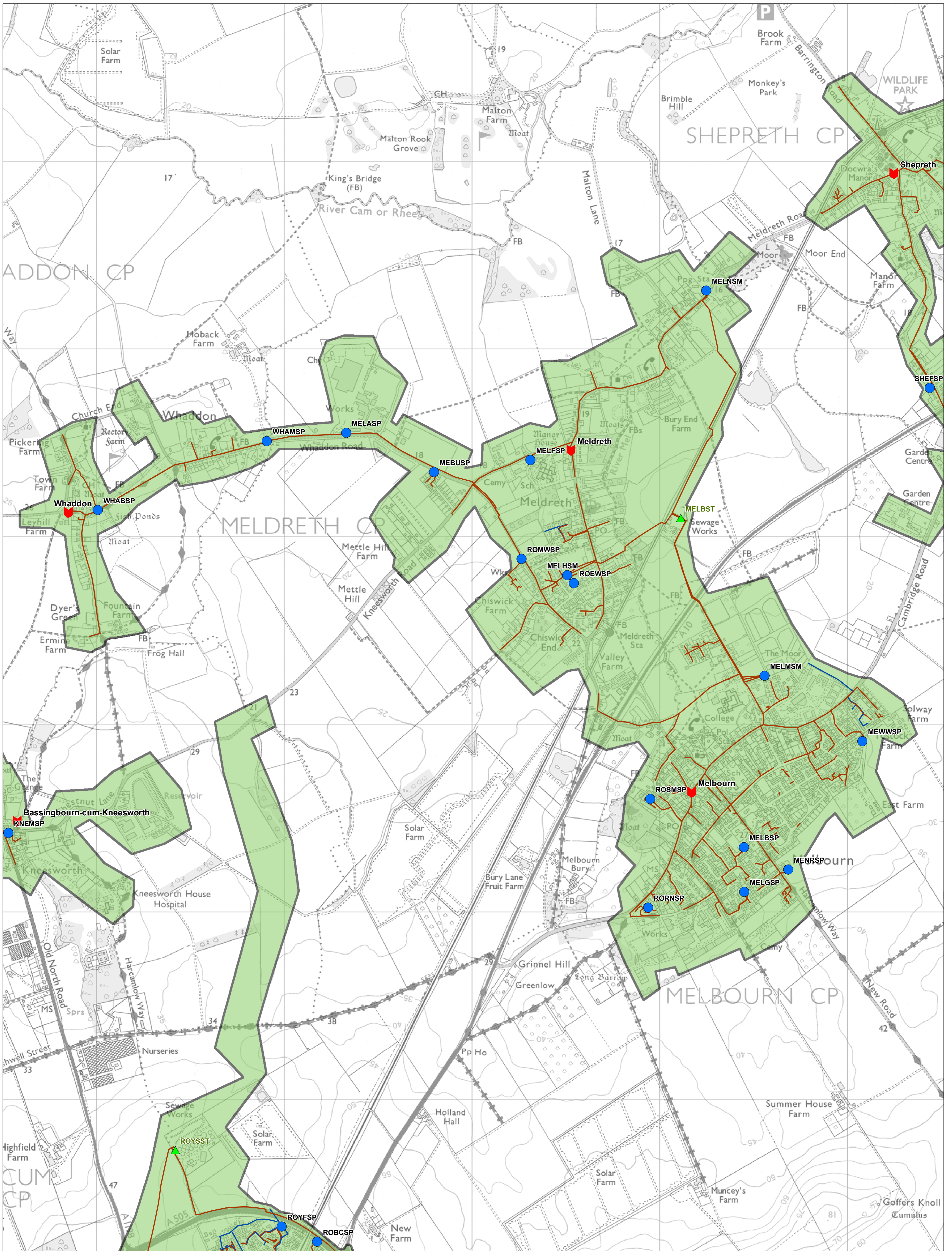
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ISSUE NO	COMMENTS	DATE	AUTH
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Bassingbourn - Cum - Kneesworth With Pumping Stations, WRC's and Sewers			





- Legend**
- ▲ WRC
  - Pumping Stations
  - Sewer Catchment
  - Liquid Type
  - Combined
  - Foul
  - Surface

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Author: HL Checked: HL Approved: HL Date: 17/11/2021

ISSUE NO	COMMENTS	DATE	AUTH
<b>REVISION DETAILS</b>			
Whaddon With Pumping Stations, WRC's and Sewers			



# Melbourn Conservation Area Appraisal and Management Plan



September 2021

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## 1. Introduction

Conservation Areas are areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance.

This document sets out the special architectural and historic interest of the Melbourn Conservation Area and aims to fulfil the District Council's duty to 'draw up and publish proposals for the preservation and enhancement' of its conservation areas as required by the Planning (Listed Buildings and Conservation Areas) Act 1990.

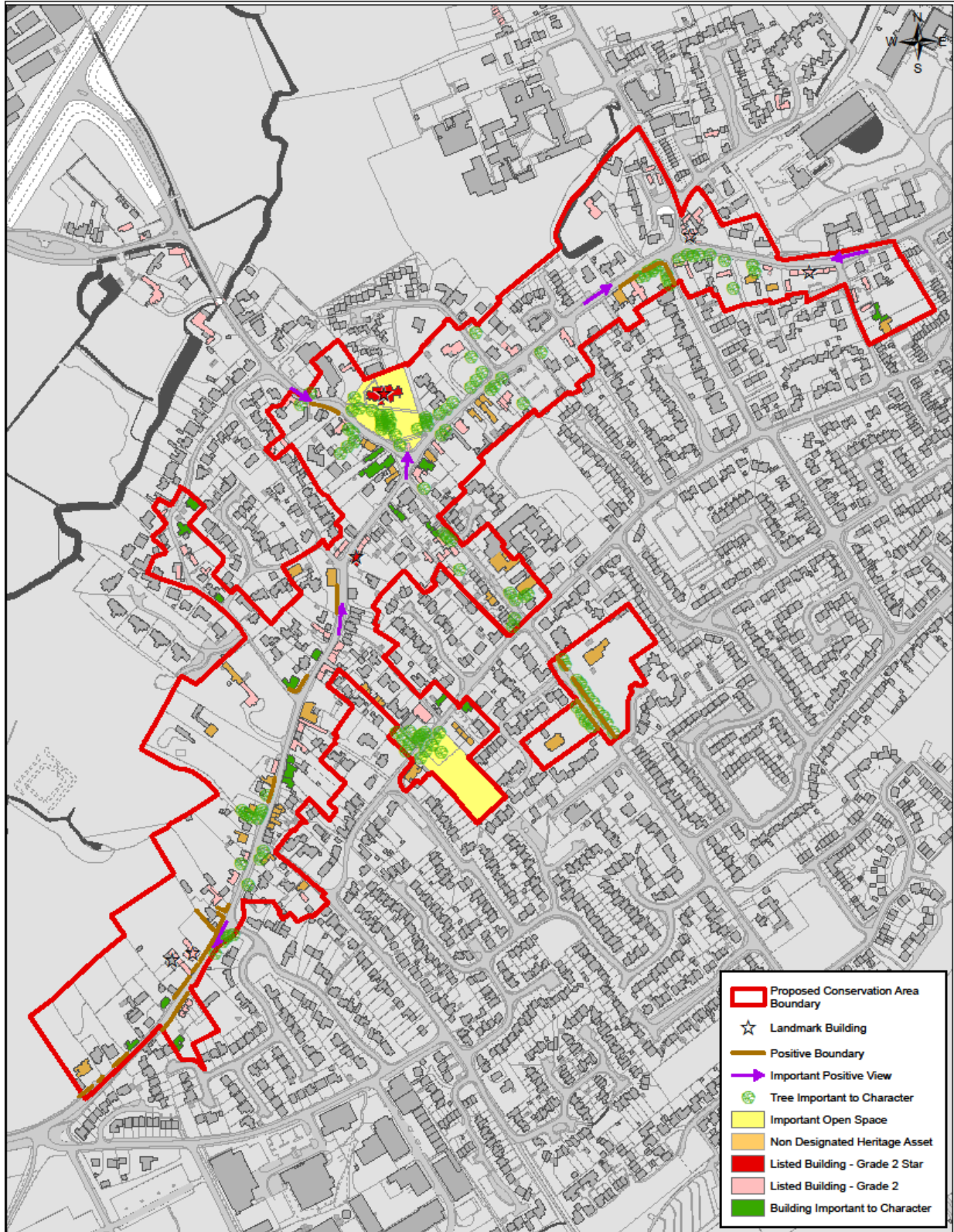
This document covers all the aspects set out by English Heritage on conservation area appraisals and management plans, including an analysis of the special character of the conservation area and recommended actions for the management of the area in order to preserve and enhance its character.

Melbourn is a traditional rural Cambridgeshire village lying in a dip on the border with Hertfordshire. Although it has accommodated the changing needs of its residents with the creation of modern facilities, these have been located outside the historic core of the settlement with some residential introductions to the building stock and street scene in modern times. It is its historic core that forms the heart of the Conservation Area.

## 2. Statement of Community Involvement

Following survey work, a draft conservation area appraisal for Melbourn was published on the Joint Planning Service website on 17<sup>th</sup> January 2021. Notification of this was sent by email to the parish council and the elected member representing Melbourn on SCDC. Separate notification was sent by post to all the addresses in land recommended for removal from the conservation area, or addition to it. Respondents immediately pointed out that although one of the proposed extensions to the conservation area crossed the boundary into Meldreth parish, that parish council had not been informed. This mistake was rectified. All these parties, including Meldreth Parish Council, were invited to respond to the draft through an online survey.

The survey drew thirteen responses. In addition, Meldreth parish council and three other parties responded via email. A number of changes have been made to the appraisal in the light of responses received. The most significant of these is the deletion of the Sheene Mill area from the list of proposed extensions to the conservation area boundary.



### Melbourn Conservation Area

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Date:	24 June 2021
Produced by:	PPSE Team
Greater Cambridge Shared Planning	
Scale:	1:3,750 @ A3

## 3. History and development

### 3.1 Location and setting

- 3.1.1 The village of Melbourn lies 10 miles south west of Cambridge and around 3 miles north-east of Royston. The High Street served as the A10 and was the main road into Cambridge until it was bypassed in 1988. Across the A10 bypass to the north-west, is the village of Meldreth which is connected to Melbourn by the River Mel; a tributary of the River Cam.
- 3.1.2 Though closely linked geographically, the villages were physically separated by the construction of the trainline in the 19<sup>th</sup> century and, more recently, the A10 bypass in the 1980's. Meldreth shares Melbourn's mainline train station. The two settlements are separated from neighbouring villages by countryside, in what is a relatively flat landscape.
- 3.1.3 Melbourn is one of the larger villages in Cambridgeshire, with a population of around 4,500. It has a firmly residential character in the core of the settlement, although this is also a strong business and light industrial character to the north and south, on the outer edges of the village.

### 3.2 Historic development

- 3.2.1 The origins of the Melbourn can be traced back to Neolithic times. The village was formed from a number of dispersed hamlets which slowly grew around two manor houses and royal estate established, along the Icknield Way, until they formed one village. The gaps between these hamlets sometimes remain and provide important visual breaks in the street-scene. Many of the larger gaps have been infilled with more houses across the periods of growth in Melbourn's history
- 3.2.2 By 1086 there were 50 or 60 tenants in Melbourn, and the settlement began to spread north-east, rising to a population of 323 adults by 1377.
- 3.2.3 The High Street is the main village thoroughfare and various lanes run into the street from either side, lined with both historic and modern buildings. The early street network is still visible in the narrow winding lanes to the north of High Street and west of Station Road around Dolphin, Cross and Rose Lane; some of the earliest surviving parts of the settlement, along with the area on the southern side of the Street. Medieval burgage plots or closes ran back from the road to what became back Lane, and later Orchard Road.
- 3.2.4 Melbourn has never been a market town, relying instead on nearby Royston's market for trade. It has a



busy agricultural heritage all around the urban core and general inhabitants of the area remained agricultural workers farming tenanted plots or grazing livestock on common land surrounding the village. Sheep farming contributed greatly to the local economy until the 19th century.

3.2.5 Melbourn did not grow significantly during the medieval period; however, it remained one of the largest villages in Cambridgeshire and saw rapid growth in the 18th century and early 19th century with further innovations in farming, until a migration of people towards towns and away from rural areas in the latter half of the 19th century saw a population decrease.

3.2.6 Nevertheless, Melbourn continued to develop with the times with the establishment of the gas works in 1869, until the closure of the company before the First World War which saw the villagers revert to oil until mains electricity was established in 1925. Piped water did not arrive to the village until 1935.

3.2.7 Good road connections through the village were further complemented by a mainline train station on the Hitchin and Cambridge branch of the Great Northern Railway in 1851, which helped distribute local goods to nearby markets and agriculture continued to play an important role in the village economy until the late 20th century.

3.2.8 Two large business parks were established in the 20th century, and a large village college, one of the first, was established in in the 1930s. The village was recognised as a Rural Growth Settlement in 1965, leading to a large amount of housebuilding in the mid to late 20th century, alongside new roads to the north and east of the village. An increase in heavy traffic through the village led to the construction of the A10 bypass in 1988.

3.2.9 Despite the continued growth in the 20th century, the dwindling supply of available infill plots resulted in a reduction in development by the 21st century.

Below: Map of Melbourn (Cambridgeshire LVIII.NE, 1885-6) Courtesy of National Library of Scotland.  
<https://maps.nls.uk/view/101572390>



## 4. Character

### 4.1. Summary Description

- 4.1.1 The village has a rich stock of historic buildings with around 75 listed buildings. These range from the grade II\* Church of All Saints, to a number of vernacular timber-framed cottages with longstraw thatched roofs and later fine 19<sup>th</sup> century houses built of Gault brick on the High Street.
- 4.1.2 The medieval parish church lies at the centre of the village, at the crossroads (The Cross), overlooking High Street and provides an anchor point in this spread

out settlement, forming a strong visual and community focus for the village.

- 4.1.3 Sequential development within the village has resulted in a varied palette of materials and forms; however, the overall form and scale of the buildings is overwhelmingly modest, at one and a half to two storeys predominantly and constructed in traditional timber frame or brick, with examples of longstraw thatch roofs.
- 4.1.4 Melbourn is also heavily defined by its trees, whether this be individual examples within property boundaries or those framing the approaches to the village, they make a valuable contribution to the rural character and appearance of Melbourn.



Far left: Varied types of form, materials and construction in the Melbourn Conservation Area, but all of modest scale and height.

Left: The Melbourn Conservation Area is heavily characterised by its trees; with several being key contributors to the street scene.



## 4.2 Key characteristics

- Village core centred around the crossroads with Medieval parish church at the village centre, surrounded by a walled cemetery
- Tight urban built character towards the village centre, and along New Road, with a more sporadic development character on the periphery towards the north and south-west.
- Few examples of open public space with village memorial and seating marking the communal heart of the settlement.
- Strong tree presence throughout the Conservation Area, together with mature hedgerow boundaries which also contribute to character and street-scene.
- Narrow sinuous lanes connecting off the main High Street and broadly linear development pattern with houses fronting onto the street.
- A broad spectrum of building types ranging from traditional, modest vernacular to later, polite examples and some more modern additions, which are generally of high quality.
- A series of early, timber framed cottages, built low and long and parallel to the street; following the sinuous lanes and roads.
- An established, yet varied, palette of materials across the Conservation Area, including brick, render, clunch, thatch, tile and slate.
- A fine collection of two storey, late 18<sup>th</sup> and 19<sup>th</sup> century brick and rendered dwellings, and later Arts and Crafts examples with decorative timber framing.
- Modern and historic brick boundary walls throughout the Conservation Area, in brick, flint, and concrete, creating a sense of enclosure.

### 4.3 Architectural characteristics

Scale and Form	One and a half, to two, storeys only with a linear, sometimes double-piled. Modest, narrow spans with steeply pitched roofs and gables
Walls	Render (painted neutral colours)
Walls	Brick – Buff, Gault or Soft red (Pink and dark engineering brick used on later development)
Walls	Timber framed, either rendered or exposed with render infill
Walls	Decorative timber framing with render infill to Arts and Crafts examples
Walls	Weatherboarding (To outbuildings generally with few examples to domestic houses, and used for part of the gable only)
Walls	Rendered clunch or clay bat
Walls	Rendered timber frame
Walls	Part brick, part render (upper floors) to 20 <sup>th</sup> century examples.
Roofs	Thatch (Longstraw)
Roofs	Plain clay tile
Roofs	Natural slate
Roofs	Corrugated metal sheet (Outbuildings only)
Windows	Timber casement with small panes and glazing bars
Windows	Timber vertical sliding sash windows with small panes and glazing bars, often under segmental brick arches
Windows	Timber framed display windows commercial units
Windows	Leaded windows in timber frames
Doors	Timber panelled doors
Doors	Flat hoods over doors, with decorative brackets
Doors	Decorative architraves/ doorcases
Boundary Treatments	Mid and high-level brick or brick and flint walls along the road, and low brick walls with railings above Mature tree-lined boundaries Mature hedgerow boundaries

Other	Decorative brickwork or terracotta banding and eaves detail, including tumbled brickwork
Other	Prominent brick chimneys
Other	Decorative timber bargeboards
Other	Small dormer windows
Other	Eaves detailing such as decorative brickwork or moulded brackets

4.3.1 Generally, properties are modest in scale with narrow spans and traditional detailing. The predominant architectural and material characteristics of the Conservation Area, that contribute positively to its character, are set out in the table above.

4.3.2 Examples of more recent, 20th century, development can be found throughout the Conservation Area, introducing non-traditional materials such as concrete roof tiles, types of brick and plastic windows. Whilst this represents the continued growth and development of the village, the most successful examples are those that reference the traditional forms, materials and styles that are characteristic of the Conservation Area; as set out in the table above.

Right: Example of late 19th century development adjoining an earlier vernacular thatched cottage, illustrating the variety of materials and forms that characterise the Melbourn Conservation Area.



## 4.4 Spatial characteristics

- 4.4.1 The High Street winds through the village of Melbourn with various roads converging onto it. Roads are generally narrow and winding and the smaller lanes of the High Street have a relaxed atmosphere and pace.
- 4.4.2 The older properties are positioned close to the highway and this leaves little room for boundary walls or hedging next to the more modest size houses. The Parish Church has a long, curving flint and red brick wall and various houses have long, impressive tall boundary walls, the most notable being No.1 Lordship Drive and Numbers 108 and 149 High Street and the Lawns.
- 4.4.3 The tight spacing between some of the buildings on the High Street brings an urban sense to Melbourn that contrasts with the rural appearance of the houses and cottages in more generous plots in the connecting lanes. The rural character of the periphery is also achieved through the views out of the village, across the surrounding fields, paddocks and pastures.

- 4.4.4 The contrast between the sedate rural character of the outskirts and urban activity, particularly around the business parks at either end of the village, highlights the varied spatial character of the village and how this has evolved with changing time

## 4.5 Key views and landmark buildings

- 4.5.1 Several key views have been identified within the Conservation Area. All six views are identified on the Conservation Area Map on page 4. Most are also shown in Appendix 1.
- 4.5.2 A total of six landmark buildings have also been identified. They are listed below and their locations are shown on the Conservation Area map (page 4).

### Melbourn Conservation Area landmark buildings





110 High Street



108 High Street



The Manor House, 81 High Street



The Parish Church of All Saints



10 High Street



Sheephead Row, High Street

## 4.5. Landscape and open spaces

4.5.1. There are limited views directly out into the surrounding open countryside; however, in the more urban and built-up areas, tree planting makes a significant contribution to the character of the Melbourn, with examples representing key focal points in the street-scene, framing views on the main approaches to the village centre and serving as a backdrop to the built development, such as the trees within and around the churchyard. Collectively they represent an important characteristic of the Conservation Area.



*Above: The central area of open space at the junctions of High Street and Station Road. The War Memorial is a key focal point.*

4.5.2 Two areas have been identified as important open spaces in the Village of Melbourn. These are:

- The green and grounds surrounding the Parish Church (*below*), and
- The burial ground located to the south of Orchard Road, adjacent to number 63. These areas are highlighted on the Conservation Area map.

## 4.6 Archaeology

4.6.1 Many prehistoric artefacts have been found in the parish of Melbourn, including a major Neolithic monument, a causeway camp that is one of only 60 in the country and among the earliest known enclosures. Also, Neolithic axes and pottery have been found on the Icknield Way and evidence of Early Bronze Age settlement was found at Grinnel Hill when the bypass was being dug. Many Bronze Age burial mounds are documented in the area, and two still survive intact in the parish.

4.6.2 The construction of the A10 bypass also uncovered evidence of Roman occupation with ditches, tiles, nails and pottery. Roman pottery has also been found at various locations and in the 19<sup>th</sup> century there were



reports of the discovery of a Roman cemetery at Black Peak, to the south.

## 4. Heritage assets and positive structures

### 5.1. Designated heritage assets

5.1.1. There are over 60 designated heritage assets, or listed buildings, within the Melbourn Conservation Area boundary; ranging from vernacular Grade II cottages, to the Grade II\* Manor House and Parish Church.

5.1.2 Each listed building or structure is identified on the Conservation Area map, and full details of their listing can be found on the [Historic England website](#).

### 5.2. Possible non-designated heritage assets

5.2.1. A number of buildings have also been identified which, although not nationally listed or designated, are of local importance. This could be due to their architectural and/ or historic interest, their landmark status,

communal function, association to locally important individuals or families or a combination of these.

5.2.1 These properties have been identified on the Conservation Area map for information purposes and to ensure that they are given due regard in any related planning applications. It is also recommended that they be formally assessed as non-designated heritage assets by the council, and considered for inclusion on any subsequent Local Heritage List.

### 5.3. Positive buildings and structures

5.3.1 In addition to the above, there are also buildings or structures which are not nationally designated and are unlikely to meet the criteria for consideration as a non-designated heritage asset, but nonetheless, they do contribute positively to, the character and appearance of the Conservation Area.

5.3.2 These buildings or structures make a valuable contribution and should be viewed as a key element of the overall character and significance of the Conservation Area; and alterations to, or the loss of these assets can have a lasting impact on the special character of the village. These structures have been identified as positive buildings on the Conservation Area Map, page 4.

## 6. Opportunities for enhancement

### 6.1. Negative features and possible enhancement

Location	Negative feature	Suggested Mitigation or Enhancement
129a High Street	Stainless steel flue	Consider finishing with matt black paint to reduce visual impact
Melbourn Garage, High Street	Variety of buildings forms, in various states of condition/ maintenance	Localised repainting and maintenance to the existing structures and enhancements where possible
Land rear of 151 to 155 High Street	Overgrown vegetation	Cutting back of vegetation to expose brick wall to the rear boundary.
Churchyard west of Melbourn United Reformed Church, Orchard Road	Metal railings	The railings would benefit from repainting an appropriate colour.
49 High Street	Shopfront	Consider repainting of the shopfront and general maintenance to enhance its appearance and contribution to the Conservation Area. Any opportunities to replace this modern shopfront with a more sympathetic timber replacement, which better responds to the 19 <sup>th</sup> century character of the host building, should be sought.
Various	Inappropriate use of colour	When rendered properties are repainted, it would be preferable to opt for a neutral or historically appropriate colour which responds positively to the wider neutral colour palette of the village

## 6.2. Management proposals

6.2.1 In order to manage and preserve the special historic and architectural character and appearance of the Conservation Area, the following recommendations should be considered and either implemented, or reflected in any future development.

Location	Recommendation	Reason
All	Deliver an Article 4 Direction for the Melbourn Conservation Area	To remove selected permitted development rights on non-listed properties and allow the Local Authority to manage certain development works via the planning process; to ensure the positive characteristics of the area are not lost or compromised.
All	Avoid excessive signage and street furniture in the Conservation Area (CA)	In order to prevent the High Street from being dominated by street furniture and signage, which creates a cluttered aesthetic and detracts from the historic character of the rural village.
High Street	Avoid installation of internally illuminated signage and overtly modern commercial signage and fascias.	In order to prevent the High Street from being dominated by unsympathetic overtly modern signage which detracts from its historic, rural village character.
All	Resist the replacement of traditional roofing materials, such as thatch, with modern treatments, such as concrete or machine-made tile or corrugated iron.	The replacement of traditional roofing materials with overtly contemporary, machine made alternatives can be detrimental to the character of the host building, and its contribution to the overall character of the CA.
All	Adopt a local plan policy relating to existing mature trees, groups of trees and succession planting, within the Conservation Area.	Large and mature trees and groups of trees make a major contribution to the character of the CA. By preserving existing trees, or groups of trees, and through timely and well-informed succession planting, it will preserve the existing character of the CA and can enhance biodiversity and ecology.
Open Spaces	Adopt a local plan policy relating to preserving the setting and character of open spaces identified within the Conservation Area Appraisal and Management Plan.	Development on the periphery of an area if open space, or a change to the boundary treatment can have a long-term impact upon its overall character and relationship to the wider setting. If this development is harmful, then this can detract from and even compromise the special interest and contribution to the CA.

## 7. New development in the Conservation Area

### 7.1. General advice

When considering new development within the Conservation Area, there are a number of elements to consider:

- 7.1.1 The historic layout of the settlement including development patterns, road layouts, pathways, areas of open space, the historic context and use of locally distinctive materials and boundary treatments should all inform new development from an early stage.
- 7.1.2. It will always be necessary for new dwellings or structures within the Conservation Area to have due regard for the form, building type, massing and scale of existing development and adopt materials which reflect, and enhance the local palette.

For example, Melbourn Conservation Area predominantly features one-and-a-half or two storey dwellings of modest, vernacular form. As such, a four-storey townhouse or residential 'tower' block of four storeys or more is unlikely to be in keeping with the established character and local distinctiveness.

- 7.1.3. All new development should seek to preserve, and actively enhance, the character and appearance of the Conservation Area and should sit comfortably alongside existing development.
- 7.1.4. In some parts of the Conservation Area, where there is an established variety of built forms and styles of architecture; it may be acceptable for new development to adopt a more contemporary style; however, design quality and materials must be of sufficient quality, to justify their inclusion.
- 7.1.5. Where there is a more consistent and well-established local character of building forms and materials, new development may need to be more restrained in order to respect and preserve this.
- 7.1.6. It is acknowledged that former agricultural barns or outbuildings, may be considered for change of use from time to time. In terms of design, it is important that the utilitarian or agricultural character of the building is preserved as part of any future proposal, so that its historic function and contribution to the character of the area continues to be interpreted.

For example, this might involve limiting the insertion of new window openings, ensuring the use of like-for-like materials, sensitive boundary treatments and avoidance of an overly domestic character and appearance.

7.1.7. Further advice on new development within the Melbourn Conservation Area can be obtained through the council's Pre-application enquiry service. Please visit [www.scambs.gov.uk/planning](http://www.scambs.gov.uk/planning) for more information.

should be carefully considered and preserved as part of any future development, in order to maintain the special character and appearance of the Conservation Area.

## 7.2. Setting: development on the fringes of the Conservation Area

7.2.1 A Conservation Area has a setting, and development on the boundary, or along its fringes, can also impact its historic character, as well as views into and out of, the Conservation Area. For this reason, the impact of proposals outside the Conservation Area should also be carefully considered to ensure that they preserve and enhance the special character and local distinctiveness of the area, and the above guidance should be taken into consideration at design stage.

7.2.2. Melbourn Conservation Area benefits from a rural, agricultural setting with development towards its periphery thinning out, with increased spacing between more generously sized plots, with increased views into the countryside and a more sporadic development pattern. This character is markedly different from that in the village core but

## 8. Proposed boundary changes

The proposed boundary changes are listed below and illustrated on the Conservation Area boundary proposed changes map, page 21.

### Proposed additions to the Conservation Area

The main additions to the conservation area are three areas east of the High Street, around Mortlock Road, Orchard Road and New Road. These areas exhibit typical characteristics of nineteenth century Melbourn and include a number of prominent buildings of the era, including the original primary school building and the Black Horse public house, as well as the burial ground. They contain important trees and boundary walls.

- Graveyard south-east of The Manse and south-west of Melbourn United Reformed Church
- 36 Orchard Road
- 47, 55, 57, 59 and 61 Orchard Road
- Orchard Road Burial Ground
- 63 Orchard Road (The Black Horse)
- Remainder of land belonging to 10 Mortlock Street
- 16 to 24 Mortlock Street
- 1 to 4 Mortlock Mews
- Melbourn Baptist Church and its curtilage
- Section of Melbourn Primary School site facing Mortlock Street
- Entirety of land belonging to 4 and 5 New Road

The remaining additions are small-scale changes, mostly to bring within the conservation area whole curtilages which were previously partitioned by the boundary.

- Land rear of 33 and land belonging to 35 High Street
- Land to the rear of the former Star public house
- Remainder of the curtilages of 38 and 42 High Street
- Remaining section of car park south of High Street and north-east of 43 High Street
- Full extent of plots to the rear of 90, 92, 94, 96, 100, 102, 104, 108, 110, 122, 124, 126 and 130 High Street
- Full extent of plots to the rear of 89, 91, 117, 119, 121, 139, 141, and 145, High Street
- Entirety of land belonging to 1-3 Falconer Court
- Land rear of 151 to 157 High Street
- Highway and footpath north-west of 149 High Street
- Junction of Greenbanks
- Remaining sections of plots belonging to 2 and 6 Water Lane
- Remaining parts of land belonging to 11 and 15 Little Lane
- Remainder of plot belonging to 2 Meadow Way
- 18 and 20 Rose Lane
- Entirety of land owned by 15, 23 and 24 Dolphin Lane

The draft appraisal also proposed the addition to the conservation area of the area around Sheene Mill and Sheene Manor, part of which lies on the north bank of the Mel, within Meldreth parish. Public responses to this proposal including those from Melbourn and Meldreth parish councils, were

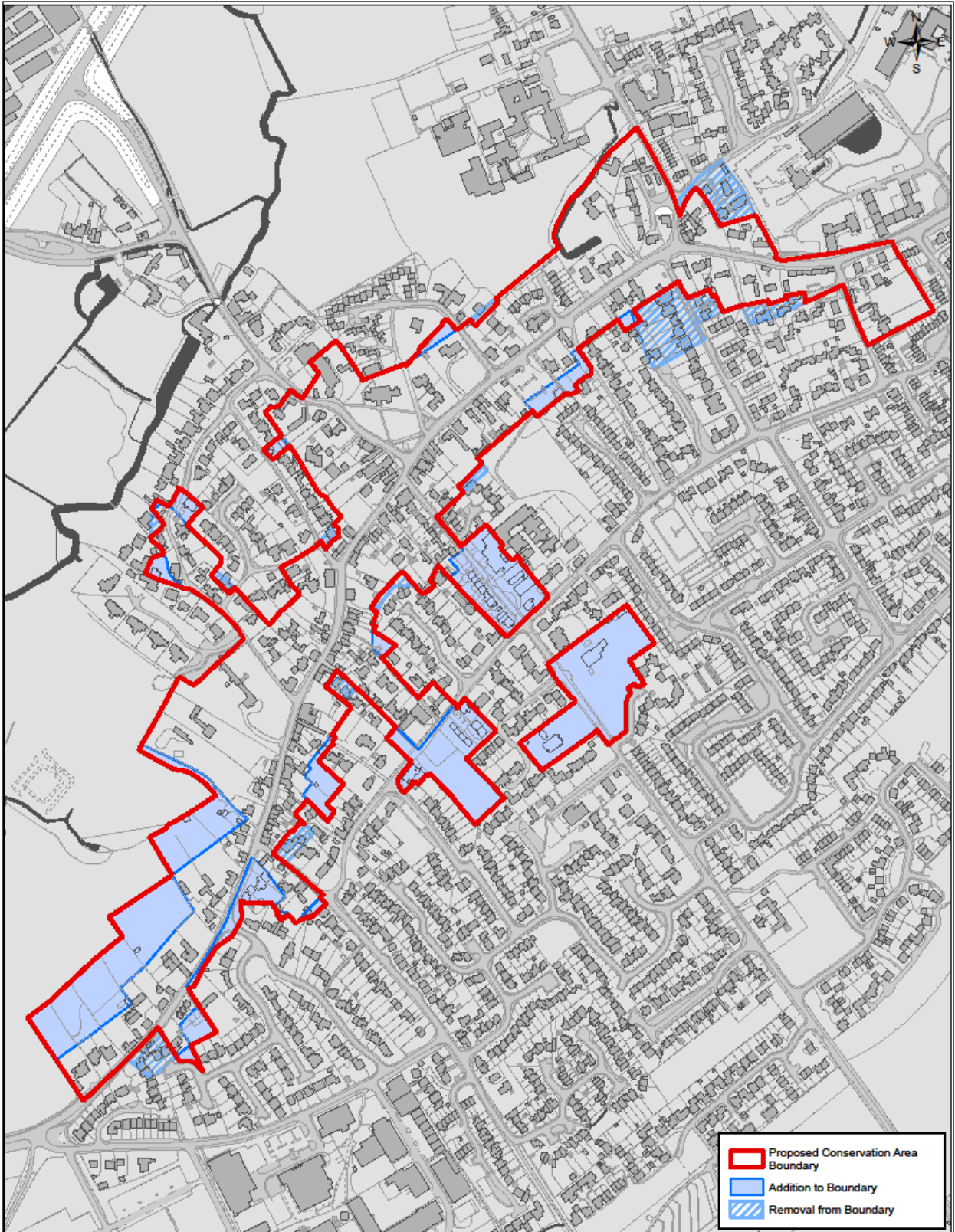





negative. Respondents felt that the listing of several buildings within this area offered sufficient protection to those heritage assets, and that the unlisted buildings in this area made little contribution to the quality of the area or the setting of the designated heritage assets. The merit of these arguments is acknowledged, and it is not proposed to include the Sheene Mill/Sheene Manor area in the enlarged conservation area.

### Proposed deletions to the Conservation Area

The deletions are all relatively small areas, mostly to align the conservation area boundary with curtilage boundaries, or to reflect the fact that development since 1973 has removed or reduced the quality which originally led the plots to be included in the conservation area.

- 6, 7, 8 and 9 The Lawns Close
- 1 Water Lane
- Land belonging to 2 and 4 Meeting Lane
- Whole of curtilage of 1 Mortlock Close
- Land at the northwest end of gardens of 6, 7, 8 and 9 Orchard Gate
- Land belonging to 8 Spencer Drive, 1, 2, 3, 4, 6, 8 and 10 Norgett's Lane
- Land belonging to 19a High Street and 4 and 5 Barham Court
- 2, 4, 6 and 8 and 10 Moat Lane
- All of land belonging to 4 Rose Lane
- 10 Cross Lane
- Remainder of land belonging to 19 and 21 Dolphin Lane
- Land belonging to 3 Kay's Close



	Proposed Conservation Area Boundary
	Addition to Boundary
	Removal from Boundary



### Melbourn Conservation Area

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Date:	24 June 2021
Produced by:	PPSE Team
Greater Cambridge Shared Planning	
Scale:	1:3,750 @ A3

## 9. Appendices

### Appendix 1: Key views



Left: View looking south west along Melbourn High Street. The high level brick wall of 108 High Street forms a pleasing sense of enclosure along the street.



Left: View looking north east along the High Street; the church tower is just visible through the trees.



Left: View looking south east along Station Road, towards the Church and Melbourn High Street.



Left: View looking north-east along Melbourn High Street, towards 10 High Street; a focal building.



Left: View looking west along Melbourn High Street at the entrance to the Conservation Area with Sheepshead Row on the left, and the tall brick and flint wall forming a sense of enclosure on the right.



## Appendix 2: Positive features



The above features vary in terms of age. However, their form, materials, traditional appearance and function make a positive contribution to the character of the Conservation Area.

1. Concrete 'stench pipe' to ventilate the sewers, on the verge outside 15 Dolphin Lane.
2. Cast Iron Mile Marker wall mounted in boundary wall to 106 High Street. This milestone is Grade II listed and reads 'LONDON.41 CAMBRIDGE.10'.
3. Cast Iron directional sign post on the green verge at the crossroads; High Street, Station Road and Mortlock Street.
4. A Victorian Royal Mail wall post box, probably dating from 1859 and 1901. Located in a brick pier adjoining boundary wall between 155 and 157 High Street, Melbourn.
5. A disused and dilapidated fuel pump relating to the former garage, on the forecourt outside 7 to 9 Station Road.
6. Melbourn village sign: a feature that is unique to each village but a characteristic of South Cambridgeshire.

## Appendix 3: Examples of building types, forms and materials.

		
<p>Above: Rendered one-and-a-half storey cottages with timber casement windows, plain clay tile roof, timber panelled doors and shed-dormers windows in the roof.</p>	<p>Above: Timber-framed and rendered cottages with eye-brow dormers in thatch roof. Timber casement windows with leaded lights.</p>	<p>Above: A two-storey rendered house with clay tile roof and brick stacks to the left, and a double-pile red brick house to the right with end stacks.</p>
		
<p>Above: Painted brick. vertical sash windows under segmental brick arches. Timber door with a flat hood on brackets. Slate roof and brick chimneys.</p>	<p>Above: A group of three, two storey houses in buff brick, with matching both timber casement and timber sash windows, with a slate roof.</p>	<p>Above: To the left, a two-storey brick building with deep overhanging eaves, decorative brackets and brick quoins. Right, an Arts and Crafts style.</p>





Above: A group of buildings, one timber framed and rendered with clay tile roof, the middle unit mirrors this detail with a clay tile roof and Arts and Crafts decorative false timber framing.



Above: An Edwardian example of semi-detached dwellings with brick to the ground floor and render with decorative timber framing to the upper storey, with prominent brick chimney stacks.



Above: Example of semi-detached 'cottages' of two storeys, with rendered walls and timber windows; larger sash-style to the ground floor and side-hung casement above. The doors are timber panelled with small hood canopy's over, on simple brackets.



Left: A fine example of a late 19<sup>th</sup> century detached villa, constructed of brick with symmetrical frontage comprising double-height bay windows and timber vertical sliding sashes. The door is recessed, under an arched lintel and the windows feature flat moulded stone lintels.





Our Ref: TPO 0048 (2021)  
8 December 2021

**Re-issued again to include tree species (willow)**



Mr Guy Moseley  
Willow Cottage  
35 High Street  
Melbourn  
Royston  
Cambridgeshire  
SG8 6DZ

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

**IMPORTANT THIS COMMUNICATION MAY  
AFFECT YOUR PROPERTY**

[www.scambs.gov.uk](http://www.scambs.gov.uk) | [www.cambridge.gov.uk](http://www.cambridge.gov.uk)

Dear Mr Moseley

**South Cambridgeshire District Council  
Tree Preservation Order TPO 0048 (2021) - 35 High Street Melbourn SG8 6DZ**

Date Served: 7 December 2021

I enclose a copy of a new Tree Preservation Order (TPO) and tree(s) location plan which has been made.

The purpose of the TPO is to protect the public amenity value of the tree included within it. It is identified on the plan and also listed in the Schedule. Work may still be carried out on the tree, but it will be necessary to obtain the written consent of the Council beforehand.

This TPO is 'provisional' but it remains in force and legally binding whilst the Council considers whether or not to 'confirm' it (make it permanent). The Council has six months from the date of the making of the TPO to confirm it. If six months has expired and the TPO has not been confirmed, then it is no longer legally binding.

You have the right to express your view on the Order. For it to be considered it must be in writing and reach us on or before the 4 January 2022. If you wish to make a comment, object or make representations please send them to:

The Trees Officer,  
South Cambridgeshire District Council,  
Cambourne Business Park,  
Cambourne,  
Cambridge  
CB3 6EA

or email [planning.trees@scambs.gov.uk](mailto:planning.trees@scambs.gov.uk).

All landowners and interested parties will receive a notice of confirmation if the TPO is confirmed. If you have not received such a notice within six months, please check the status of the TPO with the Council.

**How we handle your personal data**

The Greater Cambridge Shared Planning Service comprises the Local Planning Authorities of Cambridge City Council and South Cambridgeshire District Council. The Data Controller will be the relevant authority under which the planning application falls.

You can view our Privacy Notices at <https://www.scambbs.gov.uk/the-council/access-to-information/customer-privacy-notice> which provides information on how we collect, store and process your data within the different functions of the council. If you require a hard copy please contact us using the details provided at the top of the letter.

We publish many documents as part of the planning process. If you think we've got something wrong or are concerned with the way we are handling your data please contact us using the details provided at the top of the letter noting the application reference and document details and we will do our best to resolve the matter.

Yours sincerely



Jay Patel  
Tree Assistant

Direct dial: 01954713057

**COVID-19 Measures**

Council Offices Are Currently Closed For Business. All Correspondence Should Be Submitted Electronically To Avoid Delays In Processing.

# TREE PRESERVATION ORDER

Town and Country Planning Act 1990 (as amended)  
The Town and Country Planning (Tree Preservation)(England) Regulations 2012

## TPO 0048 (2021) - 35 High Street Melbourn SG8 6DZ

The South Cambridgeshire District Council, in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order—

### Citation

1. This Order may be cited as TPO 0048 (2021) - 35 High Street Melbourn SG8 6DZ

### Interpretation

2. (1) In this Order “the authority” means South Cambridgeshire District Council.  
  
(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation)(England) Regulations 2012.

### Effect

3. (1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.  
  
(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall—
  - (a) cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or
  - (b) cause or permit the cutting down, topping, lopping, wilful damage or wilful destruction of, any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

### Application to trees to be planted pursuant to a condition

4. In relation to any tree identified in the first column of the Schedule by the letter “C”, being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Date: 8th December 2021

Signed on behalf of South Cambridgeshire District Council



Jay Patel  
Tree Assistant

**SCHEDULE**  
**Specification of trees**

**Trees specified individually**

(Encircled in black on the map)

Reference on the map	Species/Description	Situation
T1	Willow	Tree at the front of 35 High Street Melbourn

**Trees specified by reference to an area**

(Within a dotted black line on the map)

Reference on the map	Species/Description	Situation
	None	

**Groups of trees**

(Within a broken black line on the map)

Reference on the map	Species/Description	Situation
	None	

**Woodlands**

(Within a continuous black line on the map)

Reference on the map	Species/Description	Situation
	None	

**IMPORTANT - THIS COMMUNICATION MAY AFFECT YOUR PROPERTY  
REGULATION 5 NOTICE**

TOWN AND COUNTRY PLANNING ACT 1990

TOWN AND COUNTRY PLANNING (TREE PRESERVATION) (ENGLAND) REGULATIONS 2012

**TPO 0048 (2021) - 35 High Street Melbourn SG8 6DZ**

**THIS IS A FORMAL NOTICE** to let you know that on 7th December 2021 the Council made the above Tree Preservation Order.

A copy of the Order is enclosed. It prohibits anyone from cutting down, topping, lopping, uprooting or wilfully damaging the tree(s) described in the First Schedule and shown on the map without the Council's consent.

Guidance on Tree Preservation Orders and trees in Conservation Areas can be found at <https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas>

The Council has made the Order to protect the tree(s) listed in Schedule 1 because:

- 1 The tree(s) contribute to the character and appearance of the conservation area.
- 2 A tree works notice (S211 notice) has been received for one or more trees, which if undertaken would be harmful to the character or setting of the conservation area.

The Order takes effect on a provisional basis on 7th December 2021. It will continue in force on this basis for a further 6 months or until the Order is confirmed by the Council, whichever first occurs. Before this decision is made, the people affected by the Order have a right to make objections or other representations about any of the trees, groups of trees, areas or woodlands covered by the Order. The Council will consider all of these representations and objections before it confirms the Order. If you would like to make any objections or other comments, please do so in writing by 4th January 2022. Your comments must meet regulation 6 of the Town and Country Planning (Tree Preservation)(England) Regulations 2012 (a copy is attached). You must identify the particular trees, groups of trees, or woodlands to which your comments relate and, in the case of an objection, you must state the reasons for the objection.

The Council will write to you again when the decision whether or not to confirm the order has been made. Please send your objections to:

The Trees Officer,  
South Cambridgeshire District Council,  
Cambourne Business Park,  
Cambourne,  
Cambridge  
CB3 6EA

or email [planning.trees@scambs.gov.uk](mailto:planning.trees@scambs.gov.uk).

who is also the person to contact if you require any further information.

Date: 8th December 2021



## **Objections and representations**

**6.** (1) Subject to paragraph (2), objections and representations—

(a) shall be made in writing and—

(i) delivered to the authority not later than the date specified by them under regulation 5(2)(c); or

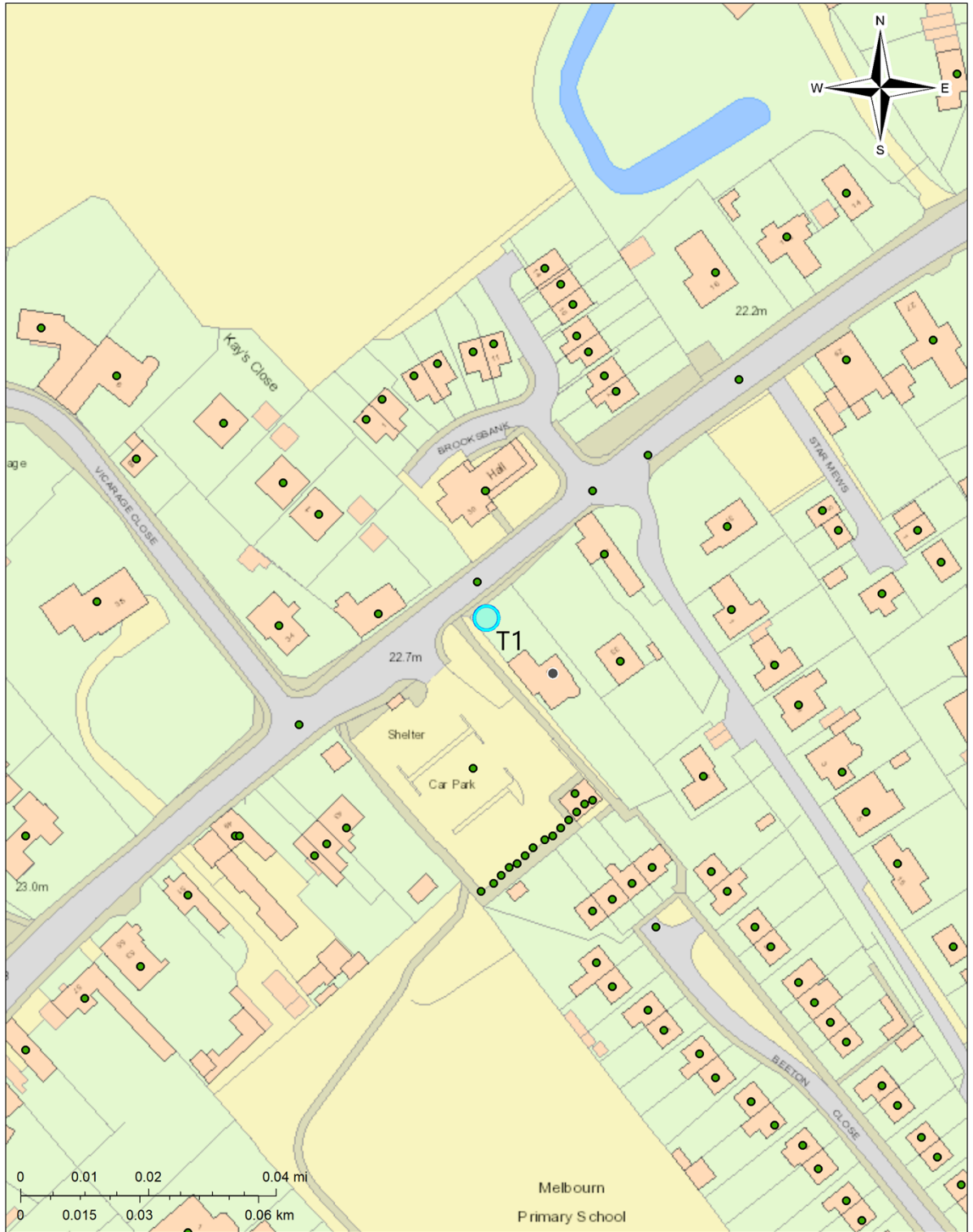
(ii) sent to the authority in a properly addressed and pre-paid letter posted at such time that, in the ordinary course of post, it would be delivered to them not later than that date;

(b) shall specify the particular trees, groups of trees or woodlands (as the case may be) in respect of which such objections and representations are made; and

(c) in the case of an objection, shall state the reasons for the objection.

(2) The authority may treat as duly made objections and representations which do not comply with the requirements of paragraph (1) if, in the particular case, they are satisfied that compliance with those requirements could not reasonably have been expected.

TPO 0048 (2021) 35 High Street Melbourn



**Address Point**  
 Approved Official  
 Provisional

**Tree Preservation Orders**

Date: 07 December 2021  
 Produced by: 3C Shared Services  
 from Mapping Portal  
 Scale: 1:1,250 @ A4

**MELBOURN PARISH COUNCIL**  
**Planning Committee**

**PL088/21e) Amended plans 7 Spencer Drive : [21/04583/HFUL](#)**

Good Afternoon,

I hope this email finds you well. I am the planning case officer dealing with application - 21/04583/HFUL - 7 Spencer Drive, Melbourn and new to the Council.

I note that you have submitted Parish Council comments which objects to the scheme on the grounds of the Air Source Heat Pumps location. I have received amended plans that takes this heat pump away from the shared boundary and further in to the site, so that it is away from other residential properties. On this basis, I understand that you have no objection.

I would like to check to see if you wish to call the application in to committee and whether you have no objection.

If there are any other questions or queries you have regarding the proposal, please do not hesitate to contact me.

I look forward to hearing from you.

Kind Regards,

**Tom Chenery** | Planning Officer

MELBOURN PARISH COUNCIL

Planning Committee

Date: 13 December 2021

Item: PL089/21

From: Planning <[planning@greatercambridgeplanning.org](mailto:planning@greatercambridgeplanning.org)>

Sent: 08 December 2021 08:46

To: Parish Clerk <[parishclerk@melbournpc.co.uk](mailto:parishclerk@melbournpc.co.uk)>

Subject: RE: S/3374/16/LB - 59 High Street Melbourn

Dear Madam

Thank you for your e-mail of 07 December 2021 regarding the above which was forwarded onto the area team for advice.

It would appear that this situation already exists without the provision of the extension, it would not be normal for the Council to add conditions on domestic extensions, which restricted existing situations, the County Highways authority did not raise an objection to the application and there is no condition restricting them to leave the site in a forward gear. It would appear they do have an approved plan which shows a gravel parking area to rear, that looks capable of using as a turning area, if they chose to do so.

I trust this clarifies matter.

Kind regards.

Rose Mills | Technical Support Officer



GREATER CAMBRIDGE  
SHARED PLANNING

t: 01954 713033 | m 07514921842 | e-mail [Rose.Mills@greatercambridgeplanning.org](mailto:Rose.Mills@greatercambridgeplanning.org)

From: Parish Clerk <[parishclerk@melbournpc.co.uk](mailto:parishclerk@melbournpc.co.uk)>

Sent: 07 December 2021 14:08

To: Planning <[planning@greatercambridgeplanning.org](mailto:planning@greatercambridgeplanning.org)>; Enforcement <[Enforcement@scams.gov.uk](mailto:Enforcement@scams.gov.uk)>

Subject: S/3374/16/LB - 59 High Street Melbourn

Good afternoon

I have received a report with regard to vehicles leaving the site of 59 High Street, Melbourn and reversing out on to the high street. The entrance to the site is directly adjacent to the main traffic light controlled cross roads on the High Street. When this planning application was under

consideration, the Parish Council submitted comments noting concern with regard to vehicles reversing on to the main road when exiting the property. There is a paragraph in the Design & Access Statement [https://applications.greatercambridgeplanning.org/online-applications/files/06508032D706DD7A27F24C0EEEEBCBEB/pdf/S\\_3374\\_16\\_LB-Design\\_Access\\_Statement-4827173.pdf](https://applications.greatercambridgeplanning.org/online-applications/files/06508032D706DD7A27F24C0EEEEBCBEB/pdf/S_3374_16_LB-Design_Access_Statement-4827173.pdf) - that refers to vehicles being able to leave the site in a 'forward gear'.

According to the Highway Code <https://www.highwaycodeuk.co.uk/using-the-road-reversing.html> :

*'6. Reversing (200 to 203):*

*200 Choose an appropriate place to manoeuvre. If you need to turn your vehicle around, wait until you find a safe place. Try not to reverse or turn round in a busy road; find a quiet side road or drive round a block of side streets.*

*201 **Do not reverse from a side road into a main road. When using a driveway, reverse in and drive out if you can.***

I would appreciate input from the Planning Authority on whether there is a restriction that can be enforced with regard to vehicles exiting this property.

Many thanks

Claire

Claire Littlewood

Parish Clerk