

# 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 Tuesday, 3 May 2022 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, Hart, Wilson

**Absent:**

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

**PL135/21 To receive and approve apologies for absence**

Apologies received from Cllr Cowley with acceptable reasons.

It was:

RESOLVED to approve Cllr Cowley's apologies for absence.

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

**PL136/21 To receive any Declarations of Interest and Dispensations**

**Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.**

- 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

**PL137/21 To approve the minutes of the Planning Committee Meeting on 11 April 2022**

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting held on 11 April 2022 as an accurate record.

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

**PL138/21 To report back on the minutes of the Planning Committee Meetings on 11 April 2022**

There was nothing to report.

**PL139/21 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.

**PL140/21 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) [22/00711/LBC](#) Proposal: To modify selected modern windows, changing them from single to slim line double glazing. Frames and glazing bars will remain unchanged except for their being recessed to accept the double glazed units. External appearance of the glass, frames, glazing bars and sight lines will remain as they are. Site address: 25 Station Road Melbourn Cambridgeshire SG8 6DX  
Decision: Permission granted  
MPC original comment: Support no comment

This was noted.

- b) [22/00679/HFUL](#) Proposal: Demolition of existing garage, passageway and front porch, erection of replacement two storey side and single storey rear extension, and associated alterations  
Site address: New Farm Royston Road Melbourn Cambridgeshire  
Decision: Permission granted

Signed:..... Dated:

MPC original comment: Support with a comment that neighbour notifications are not on the website.

This was noted.

- c) [S/0218/20/FL](#) Proposal: Construction of a new dwelling & associated alterations to the existing site entrance Site address: Land Rear Of 90 High Street Melbourn Royston SG8 6AL  
Withdrawn

This was noted. Also noted that a Decision Notice had been received indicating that planning permission had been refused. MPC original comment: Object.

**PL141/21 Correspondence**

To receive any updates and consider actions

None received.

**PL142/21 To receive an update on the Birchwood Fields development**

The report was noted.

**PL143/21 Planning Applications:**

- a) [22/01335/FUL](#) Proposal: Works to an existing agricultural building to facilitate use as an extended agricultural office and lockable store. Site address: Langdale Farm Cambridge Road Melbourn SG8 6EY  
Applicant: Mr Jason Usher.

Email response – support provided the application is not amended for domestic dwelling in future.

This was noted.

- b) [22/01478/HFUL](#) Proposal: First floor and two storey rear extensions including a balcony to the rear and a juliette balcony to the side. Renovation of the external walls, new windows and the addition of solar panels. Site address: Longmeadow House Cambridge Road Melbourn Royston

It was:

RESOLVED to support the application with no comment.

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

**PL144/21 Enforcement updates: To consider any enforcement updates received since last meeting**

- a) To receive an update with regard to building works on London Way

An email from the enforcement officer indicating that an application was expected to be submitted within 6 weeks.

**PL145/21 To note the date of next meeting : 13 June 2022**

The date of the next meeting is 13 June 2022.

The meeting ended at 19:38

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 High Street, Melbourn, SG8 6DZ on Monday, 11 April 2022 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, Hart

**Absent:**

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

**PL124/21 To receive and approve apologies for absence**

Apologies received from Cllr Cowley with acceptable reasons given.

It was:

RESOLVED to accept the apologies for Cllr Cowley's absence.

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

**PL125/21 To receive any Declarations of Interest and Dispensations**

**Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.**

- 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.

**PL126/21 To approve the minutes of the Planning Committee Meeting on 14 March 2022**

It was:

RESOLVED to approve the minutes of the Planning Committee Meeting on 14 March 2022 as an accurate record.

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

**PL127/21 To report back on the minutes of the Planning Committee Meetings on 14 March 2022**

PL121/21a) Clerk advised planning authority that neighbour notifications did not appear on the planning portal.

**PL128/21 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Planning Committee – 3 minutes per item)**

None in attendance.

**PL129/21 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) 22/00163/HFUL Proposal: Loft Conversion with a dormer and single storey rear extension.  
Resubmission of 21/04207/HFUL Site address: 36 Dolphin Lane Melbourn SG8 6AE  
*Decision : Permission granted*  
*MPC original comment : Object*  
This was noted.
- b) 21/05661/HFUL Proposal: Partial conversion of garage to kitchen space and associated works. Site address: 2 Cooks Garden Melbourn SG8 6FT  
*Decision : Permission granted*  
*MPC original comment : Support*  
This was noted.

Signed:..... Dated:

- c) 22/00546/HFUL Two storey side extension, and part two storey/part single storey rear extensions. Address: 22 Hale Close Melbourn Cambridgeshire  
*Decision : Permission granted*  
*MPC original comment : Support*  
 This was noted.
- d) 22/00592/HFUL Two storey side extension  
 Address: 56 Fordham Way Melbourn Cambridgeshire  
*Decision: Permission granted*  
*MPC original comment : Support no comment*  
 This was noted.
- e) 22/00234/FUL Construction of a single storey dwelling with flat green roof and car parking. Address: Land To The Rear Of 151 To 155 High Street Melbourn  
*Application withdrawn*  
 This was noted.

[19:35 District Cllr Hales joined the meeting]

**PL130/21 Correspondence**

- a) [21/05121/HFUL](#) Notification of a Planning Appeal - Town and County Planning Act 1990  
 Proposal: Ground floor rear extension and associated landscaping works.  
 Site address: 11 The Lawns Melbourn SG8 6BA Appeal Start Date: 30th March 2022  
 This was noted.
- b) [21/03616/FUL](#) Update on planning application.  
 Site address: Land Rear Of 90 High Street, Melbourn. This application will be considered by South Cambridgeshire District Council Planning Committee on 13 April 2022.  
*MPC original comment: object*  
 This was noted.
- c) To note the [Greater Cambridge housing trajectory and five year housing lane support report](#).  
 This was noted.
- d) To note update regarding [Waterbeach Neighbourhood Plan](#)  
 This was noted.

**PL131/21 To note the following applications for tree work**

- a) [22/0319/TTCA](#) Site address: 44 High Street Melbourn Royston Cambridgeshire Proposal: T1 Lawson Cypress - fell to ground level to allow more sunlight to rear pond as mature beech in neighbouring garden is dominating area.  
 T2 Ash - Pollard, by reducing height by 6m and spread by 2m to allow more light to pond and reduce risk of failure from shallow roots on pond rockery.  
 T3 Leylandii - fell to ground level due to close proximity to the house and allow more light to rear patio.  
 T4 Ash - Fell to ground level previously topped tree. Cause of concerns with tree owner over footpath and electricity station.  
  
 This was noted – no objections had been raised.
- b) [22/0410/TTCA](#) Proposal: T.1 Atlas Cedar - Fell to ground level due to co dominant stem failing in storm. Failed branch tore leaving main stem at risk of failure. Re plant with another Cedar.  
 Site address: 3 Cross Lane Melbourn Royston  
  
 This was noted – no objections had been raised.

Signed:..... Dated:

PL132/21 **Planning Applications:**

- a) [22/01043/HFUL](#) Proposal: Single storey rear extension following demolition of existing conservatory.  
Site address: 12 Hale Close Melbourn Cambridgeshire. Mrs Janet Hollis (POA for Mr R W Briar).

It was:

RESOLVED to support the application with no comment.

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

- b) [22/01234/CL2PD](#) Proposal: Certificate of lawfulness under S192 for a change of use from offices to a Veterinary Centre (Class E). Site address: Heydon Lodge Newmarket Road Melbourn

It was:

RESOLVED to support the application with no comment.

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

PL133/21 **Enforcement updates: To consider any enforcement updates received since last meeting**

To receive an update with regard to building works on London Way

Noted that no retrospective planning application has been received. The Enforcement Officer has been notified – currently awaiting his response.

PL134/21 To note the date of next meeting

The date of the date meeting is 3 May 2022 at 19:30.

The meeting ended at 19:42

Signed:..... Dated:



## **Melbourn Parish Council Progress Update – Project Birchwood**

Date: 03<sup>rd</sup> May 2022  
Report By: Joshua Simon  
Designation: Project Assistant, SDC Builders

### **Progress Update**

The Hive's concrete frame is fully constructed and the installation of M&E, plaster board partitions and raised access flooring is well underway. Large glass panels are being fitted around the exterior perimeter of the Hive making the first few bays watertight.

At the rear of the site, the Technology Barn structure has been constructed. Around the base of the steel structure, the block work walls have been erected; higher up the building has been clad in an anodised sinusoidal cladding.

The 3<sup>rd</sup> building, the Forum, also has a fully complete frame. The frame consists of both steel and reinforced concrete columns and the roof is a concrete slab. Inside the Forum there are the beginnings of separate rooms as the plasterboard and blockwork walls get built. The stickwork for the curtain walling has been installed around the circumference of the Forum.

In the next few months, the goal is to have the roof lights and cladding installed on the Hive Building, and the roof finished. Glass and cladding installed around the Forum. M and E to commence in the Tech Barn and Forum. We aim to continue our progress with the external works, continuing to plant the numerous trees and hedges and seed the expanse meadows.

### **Neighbourly Relations**

The path to Meldreth station has been cleared and the overgrowth cut back. Local school children were given a tour round the building site as well as a presentation about the construction industry.

If you become aware of any complaints from our neighbours, please pass them on to us and we will try to resolve the issue and accommodate any requests.

Thank You,

Joshua Simon  
Project Assistant  
SDC Builders  
[Josh.simon@sdc.co.uk](mailto:Josh.simon@sdc.co.uk)

**Photo Record:**



*Figure 1 – Block work and Partitioning commencing inside the Forum Building*



*Figure 2 – Tech Barn Sinusoidal cladding and blockwork*



Figure 3 – The Hive Curtain walling



Figure 4 – Aerial view of Project Birchwood