

# 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, 12 December 2022 at 19:30**

*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 Wilson (Chair), Alexander, Barnes, Clark

**Absent:** Cllr Barley

**In attendance:** Claire Littlewood – Parish Clerk and one member of the public

## **PL068/22 To receive and approve apologies for absence**

Apologies were received from Cllr Kilmurray and Hart with acceptable reasons. District Cllr Hales apologies were noted.

It was RESOLVED to accept the apologies received from Cllrs Kilmurray and Hart.

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

## **PL069/22 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.

## **PL070/22 To approve the minutes of the Planning Committee Meeting on 14 November 2022**

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 14 November 2022 as an accurate record.

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

## **PL071/22 To report back on the minutes of the Planning Committee Meetings on 14 November 2022**

PL066/22 – to be discussed further under PL076/22g)

## **PL072/22 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Planning Committee – 3 minutes per item)**

A member of the public addressed the meeting to note concerns relating to the application under PL076/22b) (9 Orchard Gate). An objection with comments has been made on the planning portal. Issues of concern with the proposed extension are:

- it is out of scale with other properties in the area;
- it is not sympathetic to other properties in the Conservation Area. In particular, line of sight from the rear extension will be directly into bathroom of 81 High Street which is a Grade II listed building which does not allow for opaque glass to be fitted. Chair thanked the member of the public for attending. The application will be discussed further under PL076/22b).

## **PL073/22 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) [22/03236/HFUL](#) Proposal: Single storey rear extension, front and rear roof extensions to create first floor, and garage conversion to habitable space Site address: 2A Dolphin Lane Melbourn Cambridgeshire SG8 6AF  
*Decision : Permission granted*  
*MPC original comment : Support no comment*  
This was noted.
- b) [22/03264/HFUL](#) and [22/03265/LBC](#) Proposal: Demolition of existing dilapidated building (retrospective) and erection of replacement building to form annex Site address: 59 High Street Melbourn Cambridgeshire SG8 6DZ  
*Decision : Permission granted*  
*MPC original comment : Object with comments*

Signed:..... Dated:

This was noted.

**PL074/22 Correspondence**

- a) To note correspondence relating to Gamlingay's Neighbourhood Plan

This was noted.

- b) To note correspondence relating to an Application to Cancel a Unilateral Notice

This was noted.

- c) To note correspondence from The Science Park Neighbourhood Group

This was noted.

- d) To note correspondence relating to North Hertfordshire Local Plan (Environmental Assessment of Plans and Programmes Regulations 2004)

This was noted.

- e) To note correspondence relating to 22/03957/HFUL 62 High Street Melbourn SG8 6AJ for consideration by SCDC Planning Committee on 14 December 2022.

This was noted.

- f) To receive any updates and consider actions

There was nothing further to discuss.

**PL075/22 To note the following applications for tree work:**

- a) 22/1422/TTCA Site address:8 Moat Lane Melbourn Cambridgeshire SG8 6EH Proposal: T3 Silver Birch ~ Reduce laterals overhanging lawn back to 2.0 metres to lessen overhang to lawn. T4 Cherry ~ Reduce upper branches to 0.5 metres below telephone lines and tip end reduce by approximately 0.5 to 1.0 metres remaining crown to rebalance

This was noted – no comments had been raised.

- b) 22/1442/TTCA Site address:United Reformed Church Orchard Road Melbourn Cambridgeshire Proposal: G.1 - Group of multiple Lime trees - Crown lift 5M from ground level and clear street lamp by 1m T.2 - Yew - remove hanging branch G.2 - Yews - Crown lift by 6M from ground level for better access to car parking area T.3 - Horse Chestnut - Pollard at 4M from ground level due to poor crown T.5 - Cherry - Clear phone line by 1M

This was noted – no comments had been raised.

- c) To receive any updates and consider actions

There was nothing further to discuss.

**PL076/22 Planning Applications:**

- a) [22/04318/HFUL](#) Proposal: Single storey extension to front and side. Site address: 6 Orchard Gate Melbourn Cambridgeshire SG8 6BS Applicant: Mr & Mrs Dahl

It was RESOLVED to support the application with no comments.  
Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.

- b) [22/04514/HFUL](#) Proposal: Roof extension to include: rear facing dormer and front facing windows. Site address: 9 Orchard Gate Melbourn Cambridgeshire SG8 6BS Applicant: Lynda Beach

Noted that the proposed extension is very large. The property is in the Conservation Area and will overlook the rear of a Grade II listed property on the High Street resulting in loss of privacy as the bathroom of 81 High Street (which does not have opaque windows and these cannot be fitted due to listed status).will be within line of sight.

It was RESOLVED to object to the application with the following comments:

- the proposed extension is very large and out of scale with other properties in the Conservation Area;
- loss of privacy as the bathroom to the rear of 81 High Street will be in line of sight and does not have the option of installing opaque glass due to Grade II listed status.

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

- c) [22/04485/LBC](#) Proposal: Erection of a 1.5 storey side extension to side of existing cottage. Site address: 29A The Moor Melbourn SG8 6ED Applicant: Snell David LTD

It was RESOLVED to support the applications 22/04485/LBC and 22/04484/S73 with no comments.  
Proposed by Cllr Barnes, seconded by Cllr Clark. All in favour.

Signed:..... Dated:

- d) [22/04484/S73](#) Proposal: S73 to vary condition 2 (approved drawings) of ref: 21/04303/FUL (Erection of a 1.5 storey side extension to existing cottage) amendments to external materials. Site address: 29A The Moor Melbourn SG8 6ED Applicant: Snell David LTD  
See PL076/22c)
- e) [22/04550/HFUL](#) Proposal: Single storey extensions to side and rear. Site address: 31 High Street Melbourn Cambridgeshire SG8 6EB Applicant: Mr. H. Simmonds  
It was RESOLVED to support the application with no comments.  
Proposed by Cllr Barnes, seconded by Cllr Clark. All in fav our.
- f) [22/04740/HFUL](#) Proposal: Front porch, single storey rear extension with part first floor extension. First floor addition to garage at side. Site address: 6 The Lawns Melbourn Cambridgeshire SG8 6BA Applicant: Mr & Mrs Gouriet  
Noted that the proposed extension is very large.  
It was RESOLVED to object to the application with concerns as to the scale of the proposed extension.  
Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.
- g) [22/05054/FUL](#) Proposal: Redevelopment and extension of existing stable into four bedroom house, works to private road. Partly retrospective. Site address: Southside View London Way Melbourn Cambridgeshire Applicant: Mr M Usher  
Concern was noted that the stable block was not an existing structure and appeared to have been recently constructed with the intention of converting this into residential dwelling. Concerns were also noted with regard to:  
- vehicular access;  
- impact on surroundings, particularly as the development is adjacent to a conservation area;  
It was also noted that an application in the close vicinity had turned down on appeal.  
It was RESOLVED to object to the application with the following comments:  
- the stable block appears to have been constructed recently with the intention of converting this into residential dwelling;  
- concern noted with regard to vehicular access to and from the property;  
- impact on surroundings, particularly as the development is adjacent to a conservation area;  
- noted that an application in the close vicinity had turned down on appeal.  
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.
- h) [22/04904/FUL](#) Proposal: Demolition of existing commercial unit and erection of 3no. new build residential units Site address: 4 Station Road Melbourn Cambridgeshire SG8 6DX Applicant: Mr and Mrs Care of Agent  
Concern was noted as to loss of commercial property on the site as previously highlighted (PL030/22d)) and lack of affordable housing. Concern was also noted regarding increased traffic on Station Road for three additional dwellings. The proposed development is within the Conservation Area and the street scene would be affected with the side of garage wall for each property fronting onto Station Road. Also noted that the footpath along that section of Station Road is very narrow. Reference is made to traffic calming but no details available. Noted that his area may fall within the proposed 20mph zone.  
It was RESOLVED to object to the application with the following comments:  
- loss of commercial property and lack of affordable housing;  
- impact on street scene of garage walls fronting on to Station Road, within the Conservation Area;  
- increased traffic on the bend of a busy stretch of road with narrow footpath;  
- input from the Highways Authority would be welcomed;  
- further discussion with the developer would be welcomed.  
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.
- i) To receive any updates and consider actions  
There was nothing further to discuss.

**PL077/22 Compliance updates:** To consider any compliance updates received since last meeting  
There were no compliance updates.

**PL078/22 To note the date of next meeting :** 9 January 2023

The date of the next meeting was noted as Monday, 9 January 2023.

The meeting closed at 20:37

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, 14 November 2022 at 19:30**

*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, District Cllr Hales

## **PL057/22 To receive and approve apologies for absence**

Apologies were received from Cllrs Alexander and Barley with acceptable reasons.

It was RESOLVED to approve the apologies from Cllrs Alexander and Barley.

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

## **PL058/22 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

Cllr Hart declared an interest in PL065/22d) as the owner of the property. All Cllrs declared an interest in this item as friends and colleagues of Cllr Hart.

## **PL059/22 To approve the minutes of the Planning Committee Meeting on 10 October 2022**

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 10 October 2022 as an accurate record.

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

## **PL060/22 To report back on the minutes of the Planning Committee Meetings on 10 October 2022**

PL051/22a) Clerk has written to the Planning Authority to note that we are not receiving Decision Notices.

## **PL061/22 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 none in attendance.

## **PL062/22 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) [22/03872/FUL](#) Extension of existing plant compound to include 4 No. Air Source Heat Pumps with associated fencing and connections, additional ancillary piping to roof of building, and erection and relocation of CCTV around the site | Cambridge Technology Centre Back Lane Melbourn Cambridgeshire SG8 6DP

*Decision : Permission granted*

*MPC comment : Support no comment*

This was noted.

- b) [22/02011/FUL](#) Change of use of former public house to dwelling and erection of 3no. dwellings with associated development. | 29 High Street Melbourn Cambridgeshire SG8 6EB

*Decision : Permission granted*

*MPC comment : Support no comment*

This was noted.

- c) [22/03656/HFUL](#) Single storey porch extension | 32 Beeton Close Melbourn Cambridgeshire SG8 6HN

*Decision : Permission granted*

*MPC comment : Support no comment*

Signed:..... Dated:

This was noted.

**PL063/22 Correspondence**

- a) To note address management correspondence relating to new properties on Back Lane

This was noted

- b) To consider correspondence from Anglian Water relating to new reservoir

Noted that a non-statutory consultation is currently underway. **ACTION:** Clerk to submit a response noting the benefit of less water being extracted from local sources.

- c) To receive any updates and consider actions

There was nothing further to discuss.

**PL064/22 To note the following applications for tree work:**

- a) [22/1228/TTCA](#) Site address:100 High Street Melbourn Cambridgeshire SG8 6AL Proposal: T1 Maple - Crown lift lower branches 6m from ground level T2 Alder - Crown lift lower branches 6m from ground level T3 Lawson cypress - Reduce height by 4M and crown lift to 3M from ground level to allow more light to neighboring garden T4 Lawson cypress - Reduce height by 4M and crown lift to 3M from ground level to allow more light to neighboring garden T5 Conifer - Fell to ground level due to excessive shading to garden area

This was noted

- b) To receive any updates and consider actions

There was nothing further to discuss.

**PL065/22 Planning Applications:**

- a) [20/04639/CONDE](#) Proposal: Submission of details required by condition 4 (Surface water and Foul water drainage) of planning permission 20/04639/FUL Site address: Summer House Farm, Summer House Cottage New Road Melbourn Cambridgeshire Applicant: Mrs Jane Green

Members noted that there were no objections to this well presented application.

- b) [22/03297/FUL](#) Proposal: Installation of 5 no. EVC bays and associated infrastructure. Site address: Flint Cross Service Station Newmarket Road Melbourn Royston Applicant: Rontec Service Stations 1a Limited.

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

- c) [22/04128/HFUL](#) Proposal: Single storey extension to rear and associated landscaping works. Site address: 11 The Lawns Melbourn Cambridgeshire SG8 6BA Applicant: Suzie Welch

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

- d) [22/03957/HFUL](#) Proposal: Outdoor swimming pool Site address: 62 High Street Melbourn Cambridgeshire SG8 6AJ Applicant: N/A

*Cllr Hart left the meeting for this item.*

There was no discussion as all Cllrs had declared an interest in this item.

*Cllr Hart returned to the meeting.*

- e) [S/4535/19/CONDP](#) Proposal: Submission of details required by condition 12 (Cycle parking) of planning permission of planning permission S/4535/19/VC Site address: Land North Of Melbourn Science Park Cambridge Road Melbourn Cambridgeshire Applicant: TTP Campus Limited

This was noted as per a previous application.

- f) [22/04632/PRIOR](#) Proposal: Change of use of agricultural building to 1no dwellinghouse (Use Class C3) Site address: Foxfield Farm Fowlmere Road Melbourn Cambridgeshire Applicant: Vladlena Papazyan

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

- g) To receive any updates and consider actions

Signed:..... Dated:

There was nothing further to discuss.

**PL066/22 Compliance updates:** To consider any compliance updates received since last meeting

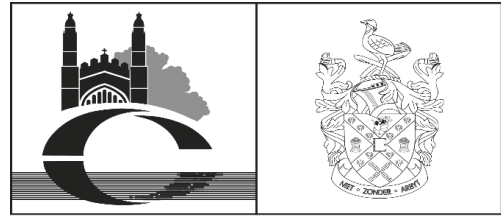
It was noted that a retrospective application for the unauthorized development on London Way had not been received. **ACTION:** Clerk to email to the Compliance Officer (and copy District Cllrs Hales and Hart) to request an update on this matter.

**PL067/22 To note the date of next meeting :** 12 December 2022

The date of the next meeting is Monday, 12 December 2022.

The meeting closed at 19:49

Signed:..... Dated:



**GREATER CAMBRIDGE**  
SHARED PLANNING

# Gamlingay Neighbourhood Plan

## Made (adopted) Decision Statement

**24 November 2022**

On 24 November 2022, South Cambridgeshire District Council decided to make (adopt) the Gamlingay Neighbourhood Plan under Section 38A(4) of the Planning and Compulsory Purchase Act 2004.

The Gamlingay Neighbourhood Plan as made now forms part of the development plan for South Cambridgeshire. All planning decisions in the neighbourhood area will need to be made in accordance with the development plan that now includes this Neighbourhood Plan unless material considerations indicate otherwise.

### Reason for Decision

South Cambridgeshire District Council has confirmed that the Neighbourhood Plan meets all the Basic Conditions within Paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990 and is compliant with legal requirements, including that the making of the Gamlingay Neighbourhood Plan does not breach, and is otherwise compatible with, EU obligations and the Convention rights (within the meaning of the Human Rights Act 1998).

The Gamlingay Neighbourhood Plan was successful at its referendum on 10 November 2022 as more than half (76.62%) of those that voted were in favour of South Cambridgeshire District Council using the Neighbourhood Plan to help it decide planning applications in the neighbourhood area.

South Cambridgeshire District Council's full Council at its meeting on 24 November 2022 noted the results of the referendum and made (adopted) the Gamlingay Neighbourhood Plan.



## Viewing the Documents

If you wish to see hard copies of this Decision Statement and the Gamlingay Neighbourhood Plan, please contact the Planning Policy Team (see contact details below) to find out how to make an appointment to view the documents at the South Cambridgeshire District Council offices in Cambourne.

The documents are available to view on South Cambridgeshire District Council's website: [www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/gamlingay-neighbourhood-plan/](http://www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/gamlingay-neighbourhood-plan/)

### **Stephen Kelly**

Joint Director for Planning and Economic Development for Cambridge and South Cambridgeshire

For further information, please look at the website or contact the Planning Policy Team via email on [neighbourhood.planning@greatercambridgeplanning.org](mailto:neighbourhood.planning@greatercambridgeplanning.org) or telephone 01954 713000.



**From:** [LocalPlan \(GC\)](#)  
**Subject:** Making (adoption) of the Gamlingay Neighbourhood Plan  
**Date:** 01 December 2022 10:00:26  
**Attachments:** [Decision Statement \(Nov 2022\) Making of Gamlingay NP.pdf](#)

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Dear Sir / Madam

I am writing to inform you that South Cambridgeshire District Council made (adopted) the Gamlingay Neighbourhood Plan on 24 November 2022, and therefore this Neighbourhood Plan now forms part of the development plan for South Cambridgeshire.

The Gamlingay Neighbourhood Plan includes sets out a range of planning policies which cover many issues that are considered important to the local community. This includes policies that: support new housing of an appropriate size and built to high environmental standards, protect the local open countryside and landscape setting, protect valued local amenities, promote walking, cycling and riding, protect and enhance the natural environment and biodiversity, and support new employment opportunities.

A copy of the decision statement is attached, and the Neighbourhood Plan and additional information is available to view on our website:

[www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/gamlingay-neighbourhood-plan/](http://www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/gamlingay-neighbourhood-plan/)

If you would like further information, or have any questions, please contact us by emailing [neighbourhood.planning@greatercambridgeplanning.org](mailto:neighbourhood.planning@greatercambridgeplanning.org) or calling 01954 713000.

Yours faithfully

*Stephen Kelly*

**Stephen Kelly** | Joint Director for Planning and Economic Development



**GREATER CAMBRIDGE**  
SHARED PLANNING

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**From:** [Local Plans](#)  
**Subject:** The Environmental Assessment of Plans and Programmes Regulations 2004  
**Date:** 18 November 2022 13:40:28  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Dear Sir/Madam

## **The North Hertfordshire Local Plan 2011 – 2031**

### **The Environmental Assessment of Plans and Programmes Regulations 2004**

We are writing to you as you have previously asked to be kept informed of progress on our new Local Plan.

We recently advised you that the Council voted to adopt the North Hertfordshire Local Plan 2011 – 2031 at a meeting on November 8<sup>th</sup> 2022.

We are also required to notify you that this a plan for which an environmental assessment has been carried out under the above regulations.

In accordance with Regulation 16 of The Environmental Assessment of Plans and Programmes Regulations, the following documents have been made available:

- (i) The North Hertfordshire Local Plan 2011-2031
- (ii) The Sustainability Appraisal Report (the accompanying environmental report)
- (iii) The Adoption Statement for the Sustainability Appraisal

These documents can be viewed on the Council's website at: [North Herts Local Plan 2011-2031 North Herts Council \(north-herts.gov.uk\)](#) and are available for inspection (free of charge) by appointment at the following locations:

- Council Offices, Gernon Road, Letchworth Garden City, SG6 3JF

For further information please contact the Strategic Planning Team on 01462 474000 or by email at: [local.plans@north-herts.gov.uk](mailto:local.plans@north-herts.gov.uk).

A copy of this notification will be sent to the Secretary of State for Levelling Up, Housing and Communities.

Yours faithfully

Nigel Smith  
Strategic Planning Manager



[www.north-herts.gov.uk](http://www.north-herts.gov.uk)



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