

**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 August 2023 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.gov.uk> or on request to the Clerk*

Present: Cllrs Wilson (Chair), Hart, Clark, Alexander, Barnes,

Absent:

In attendance: Sophie Marriage (Parish Clerk) Abigail Williams and Alex Coxall (Assistants to the Parish Clerk), and District Cllr Hales.

**PL026/23 To receive and approve apologies for absence**

Apologies for absence were received from Cllr Barley and Cllr Kilmurray with appropriate reasons given. It was RESOLVED to approve the apologies for absence from Cllrs Barley and Kilmurray. Proposed by Cllr Clark, seconded by Cllr Kilmurray. All in favour.

**PL027/23 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 were received.

**PL028/23 To approve the minutes of the Planning Committee Meeting on 10 July 2023**

It was RESOLVED to approve the minutes of the Planning Committee Meeting on 10 July 2023 as an accurate.

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

**PL029/23 To report back on the minutes of the Planning Committee Meetings on 10 July 2023**

There was nothing to report back.

**PL030/23 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.

**PL031/23 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) [23/02276/S19LB](#) | **Proposal:** S19 to vary condition 2 (Approved plans) of listed building consent 22/02699/LBC (Demolition of existing rear extension and construction of a new extension linking to Grade II Listed cottage) Alterations to first floor layout. Alterations to elevations of ground floor single storey extension. | **Site address:** 96 High Street Melbourn Cambridgeshire SG8 6AL | *Withdrawn*

It was noted.

- b) [23/02275/S73](#) | **Proposal:** S73 to vary condition 2 (Approved plans) of planning permission 22/02698/HFUL (Demolition of existing rear extension and construction of a new extension linking to Grade II Listed cottage) Alterations to first floor layout. Alterations to elevations of ground floor single storey extension. | **Site address:** 96 High Street Melbourn Cambridgeshire SG8 6AL | *Withdrawn*

It was noted.

**PL032/23 Correspondence**

- a) To note withdrawal of application [23/01869/HFUL](#), erection of detached double garage, 31 High Street. *Previously resolved to support, no comments PL011/23c).*

It was noted,

- b) To note correspondence from Royal Pilgrim advising about the Bruntwood SciTech proposals.

It was noted.

- c) To receive any updates and consider actions.

Signed ..... Date .....

None were received.

*The chair adjusted the order of the agenda*

**PL035/23 Planning Applications:**

- c) [23/01134/FUL](#) | **Proposal:** Demolition of 13,594sq.m of existing buildings, alterations and extensions by 1,127sq.m to retained buildings to allow use within Class E within Ash House, Class E(b) within Moat House and Class C1 within the new wing rear of Moat House, development of 46,031 sq.m of new office and technology research facilities (Class E(g)(i), (ii) and (iii)) including continued use of DaVinci building and 22,941 sq.m of ancillary buildings for vehicle and cycle parking, together with temporary and permanent plant and infrastructure works including formation of two additional vehicular accesses and one additional vehicular egress from Cambridge Road and landscaping. | **Site address:** Land At Melbourn Science Park Cambridge Road Melbourn Cambridgeshire | (Deadline to comment 16/08/23)

It was noted that this planning application has been amended since it last came to committee on 11 April 2023. Following discussions, committee agreed that the amendments have not addressed the severe reservations that committee highlighted previously in their comments. It was noted that the Townscape and Visual Impact Assessment does not fairly represent the impact of the height of the buildings on roads in close proximity of the development. Committee wish to see 3D modeling, as shown in the Townscape and Visual Impact assessment, representing the impact of the development on roads such as Moat Lane, Dury Lane, the entrance from Cambridge row, from the High Street at Sheepshead Row, and at the junction of Cambridge Road and Armingford Crescent.

It was RESOLVED to note that, following the amendments to the application, the previous comments from committee highlighting severe reservations have not changed and committee wish to request that the Townscape and Visual Impact Assessment shows additional images using 3D modeling from roads in close proximity to the site, including but not limited to Moat Lane, Dury Lane, the entrance from Cambridge row, from the High Street at Sheepshead Row, and at the junction of Cambridge Road and Armingford Crescent.

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

ACTION: Cllr Barnes to take photos of current view points from the roads close to the development where committee would like to see representation in the Townscape and Visual Impact Assessment.

**PL033/23 To note the following applications for tree work:**

- a) [23/0789/TTPO](#) | **Proposal:** T.1 - Maple (Crimson King) - Crown reduce height by 3M and sides by 2M (back to previous) to allow more light to both gardens (no.5 Garden end and 14,16,18 clear crescent). T.2 - Maple (Crimson King) - Crown reduce height by 3M and sides by 2M (back to previous) to allow more light to both gardens (no.5 Garden end and 14,16,18 clear crescent) | **Site address:** 5 Garden End Melbourn Cambridgeshire SG8 6HD

*No comments received*

It was noted.

- b) To receive any updates and consider actions

None were received.

**PL034/23 Street Trading Applications:**

- a) To receive any updates and consider actions

None were received.

**PL035/23 Planning Applications:**

- a) [23/02538/HFUL](#) | **Proposal:** Single storey rear extension and alterations | **Site address:** 21 Maple Way Melbourn Cambridgeshire SG8 6BD | (Deadline to comment 16/08/23)

It was RESOLVED to support with no comment.

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

- b) [23/02454/HFUL](#) | **Proposal:** Part single storey, part two storey extension to rear and alterations to fenestration | **Site address:** Greenlow Cottage Royston Road Melbourn Cambridgeshire | (Deadline to comment 16/08/23)

It was RESOLVED to support with no comment.

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

- d) [23/02556/FUL](#) | **Proposal:** Conversion of a redundant agricultural barn into one dwelling and change of use of agricultural land to residential curtilage, following the granting of Class Q at New Farm, Melbourn. | **Site address:** New Farm Royston Road Melbourn Cambridgeshire SG8 6DH | (Deadline to comment 15/08/23)

Concern was noted about a lack of information regarding how the ecology of the site would be impacted. It was RESOLVED to object with the comment that due to lack of information there is concern about the adverse impact on nature conservation in the area.

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

- e) [23/02559/FUL](#) | **Proposal:** Erection of a new detached dwelling to replace existing barn and change of use of agricultural land to residential curtilage following the granting of Class Q Prior Approval at New Farm, Melbourn. | **Site address:** New Farm Royston Road Melbourn Cambridgeshire SG8 6DH | (Deadline to comment 15/08/23)

It was RESOLVED to support with no comment.

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

- f) [23/02926/PRIOR](#) | **Proposal:** Change of Use of Agricultural Building to 1 No. Dwellinghouse (Use Class C3), and for building operations reasonably necessary for the conversion. | **Site address:** Foxfield Farm Fowlmere Road Melbourn Cambridgeshire | (Deadline to comment 22/08/23)

A query was raised about the meaning of PRIOR at the end of the application reference. The item was deferred while information was sought.

*The chair adjusted the order of the agenda.*

- g) [23/02676/ADV](#) | **Proposal:** Installation of 1 No. internally illuminated main site signage, 1 No. internally illuminated TTP building entrance sign, 2 No. non illuminated directional signs and 1 No. non illuminated operational sign. | **Site address:** Land North Of Melbourn Science Park Cambridge Road Melbourn Cambridgeshire | (Deadline to comment 16/08/23)

It was RESOLVED to support with no comment.

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

- h) [23/02963/HFUL](#) | **Proposal:** Single storey extension to front. | **Site address:** 38 Russet Way Melbourn Cambridgeshire | (Deadline to comment 30/08/23)

It was RESOLVED to support with no comment.

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

- i) To receive any updates and consider actions

None were received.

- f) [23/02926/PRIOR](#) | **Proposal:** Change of Use of Agricultural Building to 1 No. Dwellinghouse (Use Class C3), and for building operations reasonably necessary for the conversion. | **Site address:** Foxfield Farm Fowlmere Road Melbourn Cambridgeshire | (Deadline to comment 22/08/23)

It was noted that PRIOR stands for prior approval.

It was RESOLVED to support with no comment.

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

ACTION: Parish Office to contact the planning department for a list of planning abbreviations and their meanings.

**PL036/23 Compliance updates: To consider any compliance updates received since last meeting**

- a) To receive an updates and consider actions

None were received.

**PL037/23 To note the date of next meeting: Monday 11 September 2023**

The date of the next meeting was noted at Monday 11 September 2023.

## 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, 10 July 2023 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.gov.uk> or on request to the Clerk*

Present: Cllrs Kilmurray (Chair), Hart, Clark, Alexander, Barnes,

Absent:

In attendance: Abigail Williams and Alex Coxall (Assistants to the Parish Clerk), 2 members of the public

### **PL014/23 To receive and approve apologies for absence**

Apologies were received from Cllr Wilson and Cllr Barley with acceptable reasons given. It was RESOLVED to accept apologies for absence from Cllr Wilson and Cllr Barley. Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.

### **PL015/23 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 Alexander declared an interest in item PL022/23.

The Clerk granted dispensations to remain for the discussion but not vote.

### **PL016/23 To approve the minutes of the Planning Committee Meeting on 12 June 2023**

It was RESOLVED to approve the minutes of the Planning Committee Meeting on 12 June 2023 as an accurate record.

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

### **PL017/23 To report back on the minutes of the Planning Committee Meetings on 12 June 2023**

Nothing to report.

### **PL018/23 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 2 members of the public present.

### **PL019/23 Decision Notices: To receive any Decision notices issued since last meeting.**

- a) [22/01913/CONDC](#) Proposal: Submission of details required by condition 19 (biodiversity net gain plan) of planning permission 22/01913/FUL  
Site address: Land To The Rear Of 151 To 155 High Street Melbourn Cambridgeshire  
Applicant: Arnold & Willis Construction  
*Decision – granted*  
*MPC's original comments – N/A (information only application)*  
It was noted.

### **PL020/23 Correspondence**

- a) To receive and consider SCDC's revisions to the Statement of Licensing Policy  
It was noted that Cllrs were surprised about how much licensing covers. No further comments were made.
- b) To receive any updates and consider actions  
There were none received.

### **PL021/23 To note the following applications for tree work:**

- a) [23/0576/TTCA](#) Proposal: T.1 Yew - Crown reduce the height and spread of the tree by 2.5M to re shape and reduce overhang to car park area.  
T.2 Yew - Crown reduce to previous the height and spread of the tree by 2.5M to allow more light to the front of the property.  
Site address: The White House 23A Station Road Melbourn  
*No comments received*  
It was noted.

Signed..... Dated:.....

- b) [23/0598/TTCA](#) Proposal: T2 Magnolia ~ Reduce by 2.5m to rebalance crown.  
Site address: Site address:2-4 Little Lane Melbourn Cambridgeshire  
*No comments received*  
It was noted.

- c) To receive any updates and consider actions  
There were none received.

**PL022/23 Street Trading Applications:**

- a) Name of applicant: George Smith  
Trading name: Between Buns Ltd  
Types of vendors: Gourmet Burgers and Fries  
Locations and timings requested: The Black Horse, Melbourn – Friday – 17:30 – 20:30 (twice a month)  
It was noted that there are objections from residents as well as Cllrs. Alternative locations of Saxon Way and Melbourn Science Park were discussed. Cllrs broadly in favour of food vans trading in the village but not at this location.  
It was RESOLVED to object on the grounds of:
- Noise
  - Traffic congestion and inconsiderate parking
  - Road and pavement blockage
  - Disruption to residents
- Proposed by Cllr Barnes, seconded by Cllr Hart.  
In favour: Cllrs Kilmurray, Clark, Barnes, Hart  
Against:  
Abstain: Cllr Alexander
- b) To receive any updates and consider actions  
There were none received.

*19:55, The 2 members of the public left the meeting.*

**PL023/23 Planning Applications:**

- a) [23/02182/PRIOR](#) Proposal: Change of use of agricultural building to 5no dwellinghouses (Use Class C3).  
Site address: Hillside Farm Newmarket Road Melbourn  
Applicant: Mr David Dodds.  
It was RESOLVED to object on the grounds of:
- Road safety due to entrance/exit on to busy 60mph carriageway
  - Green space lacking for family residential properties
  - There is no footpath or safe greenway routes for pedestrians
  - The application seems to contravene SCDC's sustainability policy.
- Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.
- b) [23/02233/HFUL](#) | Proposal: Two storey side extension. | 5 Orchard Way Melbourn Cambridgeshire SG8 6HT  
It was RESOLVED to support with no comment.  
Proposed Cllr Barnes, seconded by Cllr Clark. All in favour.
- c) [23/02275/S73](#) | S73 to vary condition 2 (Approved plans) of planning permission 22/02698/HFUL  
(Demolition of existing rear extension and construction of a new extension linking to Grade II Listed cottage)  
Alterations to first floor layout. Alterations to elevations of ground floor single storey extension. | 96 High Street Melbourn Cambridgeshire SG8 6AL  
It was RESOLVED to support with no comment.  
Proposed Cllr Clark, seconded by Cllr Hart. All in favour.
- d) [23/02276/S19LB](#) | S19 to vary condition 2 (Approved plans) of listed building consent 22/02699/LBC  
(Demolition of existing rear extension and construction of a new extension linking to Grade II Listed cottage) Alterations to first floor layout. Alterations to elevations of ground floor single storey extension. | 96 High Street Melbourn Cambridgeshire SG8 6AL  
It was RESOLVED to support with no comment.  
Proposed Cllr Clark, seconded by Cllr Hart. All in favour.
- e) To receive any updates and consider actions  
There were none received.

**PL024/23 Compliance updates: To consider any compliance updates received since last meeting**

To receive an updates and consider actions

There were none received.

**PL025/23 To note the date of next meeting: Monday 14 August 2023**

It was noted that the date of the next meeting is Monday 14 August 2023.

Meeting closed at 20:15

Signed..... Dated:.....

## assistant clerk gov

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**From:** parishclerk <parishclerk@melbournparishcouncil.gov.uk>  
**Sent:** 27 July 2023 13:53  
**To:** councillors@melbournparishcouncil.gov.uk  
**Cc:** Assistant Clerk Gov  
**Subject:** FW: Melbourn Science Park update

Dear Planning Committee,

The Bruntwood Science Application will be considered at the next planning meeting.

Please see below correspondence on behalf on Bruntwood (this will be included as part of the supporting documents for the meeting).

Many thanks  
Sophie

Sophie Marriage  
Parish Clerk

Melbourn Parish Council  
Melbourn Community Hub  
30 High Street  
Melbourn  
Cambridgeshire  
SG8 6DZ

Tel (01763) 263303 option 3  
<http://melbournparishcouncil.co.uk>

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The Parish Office opening hours are 10am – 1pm / 2pm – 3pm Monday to Friday

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**From:** Emily Parkin <emily@royalpilgrim.com>  
**Sent:** 26 July 2023 15:09  
**To:** parishclerk@melbournparishcouncil.gov.uk  
**Subject:** Melbourn Science Park update

Good afternoon,

I am contacting you on behalf of Bruntwood SciTech regarding the proposals to revitalise Melbourn Science Park to create a world class innovation and life science campus.

Bruntwood SciTech has submitted to South Cambridgeshire District Council a range of addendum reports to the ongoing planning application (application reference number: 23/01134/FUL). These reports respond to comments and queries raised by consultees following submission of the planning application earlier this year. These documents can all be found on the Council's online planning portal, which you can access using the application reference number above.

Additionally, in response to the key questions raised by local residents in Melbourn, we have updated the project website and included a new Frequently Asked Questions section (headed 'Your Questions & Summary'). The updated website can be found at <https://melbournsciencepark-consultation.co.uk/#>

I hope that you find this information useful.

Should you have any questions or wish to discuss the proposals in more detail, please do contact me.

Kind regards

Emily

Emily Parkin  
Account Director | 0113 335 0033 | [emily@royalpilgrim.com](mailto:emily@royalpilgrim.com)



Leeds | Sheffield | York

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