

MELBOURN PARISH COUNCIL - PLANNING COMMITTEE
(District of South Cambridgeshire)

A meeting of the Planning Committee held on Monday 9 October at 19:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

In attendance: Abi Williams (Parish Clerk), District Cllr Hales

PLANNING COMMITTEE: MINUTES

Meeting started 19:31

PL050/23 To receive and approve apologies for absence

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

PL051/23 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

No declarations received.

PL052/23 To approve the minutes of the Planning Committee Meeting on 11 September 2023

It was RESOLVED to approve the minutes from the Planning Committee Meeting on 11 September 2023
as an accurate record of the meeting.

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

PL053/23 To report back on the minutes of the Planning Committee Meetings on 11 September 2023

Nothing to report.

PL054/23 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 public in attendance.

PL055/23 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [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 |
Decision: Granted Permission
MPC Comment: *Support no comment*
It was noted.
- b) [23/02963/HFUL](#) | **Proposal:** Single storey extension to front. | **Site address:** 38 Russet Way Melbourn Cambridgeshire SG8 6HF |
Decision: Granted Permission
MPC Comment: *Support no comment*
It was noted.
- c) [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 SG8 6EZ |
Decision: Prior Approval Given
MPC Comment: *Support no comment*
It was noted.

PL056/23 Correspondence

- a) To note correspondence re update on Melbourn Science Park planning application.
It was noted.

- b) To note meeting with Bruntwood SciTech re update for redevelopment of Melbourn Science Park.
It was noted.
- c) **INFORMATION ONLY:** [22/02011/CONDB](#) | **Proposal:** Submission of details required by conditions 4 (Ecological Enhancement), 5 (Biodiversity Net Gain), 15 (Energy Statement) and 18 (Water Efficiency Calculations) of Planning Permission [22/02011/FUL](#) | **Site address:** 29 High Street Melbourn Cambridgeshire SG8 6EB
It was noted.
- d) **INFORMATION ONLY:** [23/01495/CONDA](#) | **Proposal:** Submission of details required by conditions 3(Traffic Management Plan) and 6(Lighting) of planning permission [23/01495/FUL](#) | **Site address:** Land To Rear Three Prospects Royston Road Melbourn Cambridgeshire
It was noted.
- e) **INFORMATION ONLY:** [23/00726/CONDA](#) | **Proposal:** Submission of details required by condition 3 (Traffic Management Plan), 4 (Foul Water Drainage) and 7 (Contamination Report) of Prior Approval [23/00726/PRIOR](#) | **Site address:** Foxfield Farm Fowlmere Road Melbourn Cambridgeshire SG8 6EZ
It was noted.
- f) **INFORMATION ONLY:** [23/01913/CONDE](#) | **Proposal:** Submission of details required by conditions 1(Development begun before 3 years) and 19 (Biodiversity Net Gain-BNG) of planning permission [22/01913/FUL](#) | **Site address:** Land To The Rear Of 151 To 155 High Street Melbourn Cambridgeshire SG8 6AT
It was noted.
- g) To receive any updates and consider actions.
None received.

PL057/23 To note the following applications for tree work:

- a) To receive any updates and consider actions
None received.

PL058/23 Street Trading Applications:

- a) To receive any updates and consider actions
None received.

PL059/23 Planning Applications:

- a) **AMENDMENT TO** [23/01869/HFUL](#) | **Amendment:** The amendment reasoning is that "the detached garage has been revised so that the walls are filled with timber cladding." | **Site address:** 31 High Street, Melbourn, Cambridgeshire, SG8 6EB | (Deadline to comment 10/10/23)
It was RESOLVED to support no comment.
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.
- b) **AMENDMENT TO** [23/03101/HFUL](#) | **Amendment:** The amendment reasoning is that "the detached garage has been revised so that the walls are filled with timber cladding." | **Site address:** 31 High Street, Melbourn, Cambridgeshire, SG8 6EB | (Deadline to comment 17/10/23)
It was RESOLVED to support no comment.
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.
- c) **AMENDMENT TO** [23/02810/LBC](#) | **Amendment:** The amendment reasoning is that "the description has been amended to show that the proposal is its own submission, there are no changes to the proposed plans" | **Site address:** 96 High Street, Melbourn, Cambridgeshire, SG8 6AL | (Deadline to comment 10/10/23)
It was noted that the committee could not clearly see any amendment and suggestion was made to invite Planning to educate committee on terminology etc. ACTION: Office and Jose to follow up.
It was determined that no changes had been made to the proposed plans that had previously been support no comment.
It was RESOLVED to support no comment.
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.
- d) **AMENDMENT TO** [23/02809/HFUL](#) | **Amendment:** The amendment reasoning is that "the description has been amended to show that the proposal is its own submission, there are no changes to the proposed plans" | **Site address:** 96 High Street, Melbourn, Cambridgeshire, SG8 6AL | (Deadline to comment 10/10/23)

It was RESOLVED to support no comment.

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

- e) [23/03455/LBC](#) | **Proposal:** Repair and re-covering of roof. | **Site address:** 9 Moat Lane Melbourn Cambridgeshire SG8 6EH | (Deadline to comment 10/10/23)

It was RESOLVED to support no comment.

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

- f) [23/02510/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 | (Deadline to comment 12/10/23)

It was RESOLVED to object on the grounds that the proposed redevelopment would result in an increased domestication of the site. This would represent a harmful encroachment into the countryside. The sense of encroachment and visual harm would be exacerbated by the presence of the public bridleway immediately neighbouring the site. The proposed redevelopment would be contrary to policies H/13 and H/17 of the adopted South Cambridgeshire Local Plan (2018) because it is extending and developing an existing development that we believe never received planning permission in the first instance and has an active compliance investigation against it. Nor would it fall under Policy H/15. Additionally, there being no other option than use of a private car to travel to and from the site, it would be contrary to Policy TI/2

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

- g) To receive any updates and consider actions

District Cllr Hales noted the approach from Meeting Place and CALA homes to present to the Council about a proposed site off Water Lane. It was noted that until such time as the land was included in the local plan we would not host development companies.

PL060/23 Compliance updates: To consider any compliance updates received since last meeting

- a) To receive an updates and consider actions

None received.

PL061/23 To note the date of next meeting: Monday 13 November 2023

The date of the next meeting was noted as Monday 13 November 2023.

Meeting closed 20:04

MELBOURN PARISH COUNCIL - PLANNING COMMITTEE
(District of South Cambridgeshire)

A meeting of the Planning Committee held on Monday 11 September at 19:30
in the Dickens Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Kilmurray (Chair), Alexander, Barley, Barnes

Absent:

In attendance: Abi Williams (Parish Clerk), Alex Coxall (Parish Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:30

PL038/23 To receive and approve apologies for absence

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

PL039/23 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 Barley declared an interest in item PL047/23d) during the meeting. Dispensation was granted to stay for discussion and abstain from the vote.

PL040/23 To approve the minutes of the Planning Committee Meeting on 14 August 2023

It was RESOLVED to approve the minutes of the Planning Committee Meeting on 14 August 2023 as an accurate record of the meeting.

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

PL041/23 To report back on the minutes of the Planning Committee Meetings on 14 August 2023

There was nothing to report back.

PL042/23 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.

PL043/23 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [23/02538/HFUL](#) | **Proposal:** Single storey rear extension and alterations | **Site address:** 21 Maple Way Melbourn Cambridgeshire SG8 6BD |
Decision: Granted Permission
MPC Comment: *Support no comment*

It was noted.

- b) [22/01913/CONDD](#) | **Proposal:** Submission of details required by condition 18 (Energy Statement) of planning permission 22/01913/FUL | **Site address:** Land To The Rear Of 151 To 155 High Street Melbourn Cambridgeshire SG8 6AT |
Decision: Discharge Condition in Full

MPC Comment on original application [22/01913/FUL](#): Tue 14 Jun 2022

Melbourn Parish Council objects to this application with the following comments:

- *The turning circle for vehicles exiting the site is too small and shows vehicles turning through the hedge.*
- *If all 4 cars are parked on site it is not possible for more vehicles, such as delivery vehicles, to enter and leave the site in a forward gear*
- *There is concern with regard to heavy construction vehicles accessing and leaving the site due to width and weight of the vehicles.*
- *There is potential for damage to a historic wall to the rear of the property.*

The Parish Council respectfully requests that the Planning Authority takes note of previous applications when considering this application.

It was noted.

- c) [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 |

Decision: Granted permission

MPC Comment: *Support no comment*

It was noted.

- d) [22/04740/CONDA](#) | **Proposal:** Submission of details required by condition 4 (Tree Protection) of planning permission 22/04740/HFUL | **Site address:** 6 The Lawns Melbourn Cambridgeshire SG8 6BA

Decision: Discharge Condition in Full

MPC Comment: *No comment*

It was noted.

PL044/23 Correspondence

- a) To note application [23/03212/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for the demolition of the existing rear extension and erection of a new extension within the same footprint, enlarging existing door opening and adding 1 No. new window opening. | **Site address:** 34A Orchard Road Melbourn Cambridgeshire SG8 6HH |

It was noted.

- b) To consider application for disabled persons parking bay on High Street and review correspondence to date. (Deadline to comment: 15/09/23 – requested extension)
Chair moved to DEFER the decision to Full Council due to extension to comment and ongoing discussion.

- c) To receive any updates and consider actions.

Note – correction of point numbering from b (as in agenda) to c.

No updated received.

PL045/23 To note the following applications for tree work:

- a) [23/0889/TTCA](#) | **Proposal:** T.1 Silver Birch - Reduce height by 3M to allow more light to rear garden. Tree is causing excessive shade to the rear garden. | **Site address:** 14 High Street Melbourn Cambridgeshire SG8 6EB | (Deadline to comment 07/09/23)

No objections received

It was noted.

- b) [23/0962/TTPO](#) | **Proposal:** T.1 Ash - Fell to ground level due to dieback. | **Site address:** 1 Garden End Melbourn Cambridgeshire SG8 6HD | (Deadline to comment 20/09/23)

No objections received before meeting

It was noted.

- c) [23/0845/TTCA](#) | **Proposal:** Ash tree, remove dead wood and remove one live branch that overhangs roof. 2 x wild cherry trees, cut back the branches that overhang the roof by 2-3m. Oak tree, remove 0.5m from the growing tip of the tree to reduce the height it grows to. | **Site address:** 15 Dolphin Lane Melbourn Cambridgeshire SG8 6AE | (Deadline to comment 21/09/23)

No objections received before meeting

It was noted.

- d) [23/1002/TTCA](#) | **Proposal:** T.1 Contorted Willow - Crown reduce height by 3M and lateral by 1.5 to allow more light to garden and to clear highway/footpath. T.2 Purple leave plum - Fell to ground level dead tree. T.3 Weeping Willow - Re pollard back to previous points (approx 3M in height). **Site address:** Norgetts Thatch Norgetts Lane Melbourn Cambridgeshire | (Deadline to comment 26/09/23)

No objections received before meeting

It was noted.

- e) To receive any updates and consider actions

No were received.

PL046/23 Street Trading Applications:

- a) To receive any updates and consider actions

None were received.

PL047/23 Planning Applications:

- a) [23/03169/HFUL](#) | **Proposal:** Single storey rear extension together with alterations to garage. | **Site address:** 19 Piggott Close Melbourn Cambridgeshire SG8 6GL | (Deadline to comment 13/09/23)
It was RESOLVED to support no comment.
Proposed by Cllr Alexander, seconded by Cllr Barnes. All in favour.
- b) [23/03136/HFUL](#) | **Proposal:** Convert existing front garage into habitable living space and replacement of garage door with window and door. | **Site address:** 5 Hale Close Melbourn Cambridgeshire SG8 6ET | (Deadline to comment 15/09/23)
Comment was passed that it is unusual to have a separate entrance to the reception room and questioned if it were to provide a separate dwelling. Discussion concluded no concerns.
It was RESOLVED to support no comment.
Proposed by Cllr Barley, seconded by Cllr Barnes. All in favour.
- c) [23/03133/HFUL](#) | **Proposal:** Two storey extension to side. | **Site address:** 5 Orchard Way Melbourn Cambridgeshire SG8 6HT | (Deadline to comment 15/09/23)
It was RESOLVED to support no comment.
Proposed by Cllr Barley, seconded by Cllr Barnes. All in favour.
- d) [23/03101/HFUL](#) | **Proposal:** Single storey link extension and attached garage to front. | **Site address:** 31 High Street Melbourn Cambridgeshire SG8 6EB | (Deadline to comment 13/09/23)
Cllr Barley declared an interest in this item. Dispensation was granted to stay in the meeting and abstain from the vote.
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Alexander
In favour: Cllrs Barnes, Alexander, Kilmurray
Abstain: Cllr Barley
- e) [23/02810/LBC](#) | **Proposal:** Alterations to 22/02699/LBC including: first-floor layout, location and shape of the dormer window at the south elevation, single storey extension elevations facing south and west. Addition of rooflight on the north elevation and alteration to the rear garden layout to accommodate the new patio area. | **Site address:** 96 High Street Melbourn Cambridgeshire SG8 6AL | (Deadline to comment 15/09/23)
Consideration taken for item PL047/23f) at the same time as listed building consent of this item.
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.
- f) [23/02809/HFUL](#) | **Proposal:** Alterations to 22/02698/HFUL including: first-floor layout, location and shape of the dormer window at the south elevation, single storey extension elevations facing south and west. Addition of rooflight on the north elevation and alteration to the rear garden layout to accommodate the new patio area. | **Site address:** 96 High Street Melbourn Cambridgeshire SG8 6AL | (Deadline to comment 15/09/23)
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.
- g) [23/03303/FUL](#) | **Proposal:** Demolition of existing agricultural buildings | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire SG8 7LZ (Deadline to comment 26/09/23) |
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Barley. All in favour.
- h) To receive any updates and consider actions
None were received.

PL048/23 Compliance updates: To consider any compliance updates received since last meeting

- a) To receive an updates and consider actions
None were received.

PL049/23 To note the date of next meeting: Monday 9 October 2023

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

Meeting closed:19:55

From: [REDACTED]
To: [parish clerk](#)
Subject: RE: 23/01134/FUL
Date: 25 September 2023 14:08:02

Dear Abi,

Thank you for letting me know.

Regarding the Melbourn Science Park application I have not had any indication that it is due to go to planning appeal.

As it stands, the agent/ applicant are preparing additional information regarding transport and water which needs to be submitted to the Local Planning Authority. There will then be a 3 week consultation on this additional information.

Depending on the results of this, it may then be going to Planning Committee for determination sometime from December onwards. As you can appreciate though there are a lot of variables on this and so I cannot offer a precise date yet.

I trust this clarifies.

Kind regards,

[REDACTED]

[REDACTED] | Area Team Leader

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GREATER CAMBRIDGE
SHARED PLANNING

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Greater Cambridge Shared Planning: a strategic partnership between Cambridge City and South Cambridgeshire District Councils

From: parish clerk <parishclerk@melbournparishcouncil.gov.uk>

Sent: 22 September 2023 14:54

To: [REDACTED]

Subject: 23/01134/FUL

Good afternoon [REDACTED]

We have had a recent change of personnel at Melbourn Parish Council and I am keen to understand where application 23/01134/FUL is?

I was left notes that it would be going to appeal, where a representative would have the opportunity to present our concerns, but I have not heard anything about a date (initially suggested as sometime in September).

Please do let me know how I can find out what is happening next and when we can get involved.

Many thanks

Abi Williams

Abi Williams & Alex Coxall
Parish Clerk

Melbourn Parish Council
Melbourn Community Hub
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