

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

A meeting of the Planning Committee held on Monday 12 February 2024 at 19:30  
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

**Absent:**

**In attendance:** Abi Williams (Parish Clerk)

**PLANNING COMMITTEE: MINUTES**

*Meeting started 19:32*

**PL098/24 To receive and approve apologies for absence**

It was RESOLVED to accept apologies from Cllr Hart.  
Proposed by Cllr Barnes, seconded by Cllr Wilson. All in favour.

**PL099/24 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

Declaration of interest was received from Cllr Alexander on items PL107/24 a & b.  
Dispensation was granted to stay for the discussion but not to take part in any vote.

**PL100/24 To approve the minutes of the Planning Committee Meeting on 8 January 2024**

It was RESOLVED to approve the minutes from the Planning Committee Meeting held on 8 January 2024 as an accurate record of the meeting.

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

**PL101/24 To report back on the minutes of the Planning Committee Meetings on 8 January 2024**

Reference PL091/24a) It was noted that Greater Cambridge Planning responded to the office on their request for further detail into the approval of planning application 23/02072/FUL – it was reported that there were no grounds to refuse the application.

**PL102/24 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.

**PL103/24 Decision Notices:** To receive any Decision notices issued since last meeting.

- a) [23/04358/PRIOR](#) | **Proposal:** Change of Use of Agricultural Buildings to 5 No. Dwellinghouses (Use Class C3), and for building operations reasonably necessary for the conversion | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire SG8 7LZ |

*MPC Comments* It was RESOLVED to OBJECT with the following comments:

*The Parish wishes to share concerns around road safety as residents will have to access and enter the site on a 60mph road. There is no footpath or safe green-way routes to the site for pedestrians and cyclists. The application seems to contravene SCDC's sustainability policy. We would also like to draw the attention to the critical RTC on 12 December 2023 in the location of application 23/04358/PRIOR*

**Decision:** Prior approval given (04 January 2024)

It was noted.

- b) [23/1524/TTCA](#) | **Proposal:** 1) Holly - reduce height by about 2m and reduce house side by about 50cm  
2) Pear - dead fell 3) Rhamnus - fell -to allow light to the cherry which it has engulfed | **Site address:** 10 Dolphin Lane Melbourn Cambridgeshire SG8 6AE |
- No MPC Comment*

**Decision:** Have no objection to (29 January 2024)

It was noted.

- c) [20/04639/CONDB](#) | **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 SG8 6DL |  
*No MPC Comment*  
**Decision:** Discharge Condition in Full (31 January 2024)

It was noted.

#### PL104/24 Correspondence

- a) To note extension of time agreement for planning application [23/01134/FUL](#) (Bruntwood) – extending the deciding period to 20 March 2024.

It was noted.

- b) To note correspondence sent to Cllrs from Waldon Telecom with regard to the proposed base station upgrade at Royston Veterinary Centre, Flint Cross. Communication was shared with other wards as this location sits on the border of a few.

*1 response received – no objection. Response sent 7 February 2014.*

It was noted. No objections.

- c) To note response from SCDC with regard to call for a vote of no confidence in the SCDC Planning Department and Committee.

It was noted.

- d) To note Clerks attendance at event: Greater Cambridge Shared Planning: Unlocking the Potential of Your Parish – How the Planning Team Can Support You as a Parish Clerk on 17 April 2024.  
If you have any comments you would like to make to GCSP we have been asked to share our responses to the question ‘How can the Planning Service help you and the residents in your parish?’

It was noted.

- e) Councillors to note the Melbourn Ward primary contact for Greater Cambridge Shared Planning is Rebecca Smith.

It was noted.

#### PL105/24 To note the following applications for tree work:

- a) [24/0042/TTCA](#) | **Proposal:** T.49 Lawson Cypress - Fell to ground level dead tree. | **Site address:** All Saints Parish Church High Street Melbourn | (Deadline: 31/01/24)  
*No objections received before meeting.*

No objections – permission granted and works proceeding.

- b) [24/0132/TTPO](#) | **Proposal:** T.1 Yew - Fell to ground level due to damage to the wall and excessive shading of both gardens and excessive debris and bird faeces. Re plant with Rowan  
T.2 Yew - Fell to ground level due to damage to the wall and excessive shading of both gardens and excessive debris and bird faeces. Re plant with Rowan. | **Site address:** 3 Garden End Melbourn Cambridgeshire | (Deadline: 16/02/24)

No objections – no need to comment.

#### PL106/24 Planning Applications:

- a) [24/00127/LBC](#) | **Proposal:** Removal of an existing fire surround and installation of a new fire surround and wood burner. | **Site address:** 43 High Street Melbourn Cambridgeshire | (Deadline to comment 14/02/24)

No objections.

- b) [23/04712/HFUL](#) | **Proposal:** Creation of a new drop kerb. | **Site address:** 5 Orchard Way Melbourn Cambridgeshire SG8 6HT | (Deadline to comment 14/02/24)

It was RESOLVED to support no comment.

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

Cllr Wilson noted that works to a drop kerb on Fordham Way had not been carried out to a satisfactory standard and wanted to warn individuals planning this work to use a reputable contractor. ACTION: Office to report works to Highways if causing an issue.

- c) [24/00099/HFUL](#) | **Proposal:** Part double part single storey rear extension, single storey front extension, alterations to windows, new drop kerb and driveway to front garden. | **Site address:** 68 Medcalfe Way Melbourn Cambridgeshire SG8 6HU | (Deadline to comment 20/02/24)

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

**PL107/24 Land ownership update on Maple Way**

- a) To note parcels of land owned by Melbourn Parish Council and update.

It was noted and confirmed that MPC own the parcels of land as shown on Maple Way.  
It was noted that as MPC have been tending to and maintaining the area for an extensive period of time the ownership of the 'layby' area could land with MPC. ACTION: Office to seek legal advice as to if this would be an acceptable route to ascertain ownership of the layby.

- b) To note and consider response to correspondence from The Ely Planning Company with regard to development at the rear of 65 Orchard Road.

It was RESOLVED to respond stating the following:  
MPC support the development of land to the rear of 65 Orchard Road in principle. Concerns raised with the suggested entry/exit route you have highlighted include:

- Maple Way has extensive parking and traffic issues and MPC feel any additional turnings would exacerbate the current issues.
- Option to cross the 'layby' would cause parking issues for current residents / users as well as residents of the new homes – MPC foresee access issues to the new site.
- MPC work to a policy of not giving or selling land to developers.
- MPC believe the only suitable option would be to enter/exit the new homes off Orchard Road.

Proposed by Cllr Wilson, seconded by Cllr Clark.  
In favour: Cllrs Barnes, Clark, Kilmurray, Wilson  
Abstain: Cllr Alexander

**PL108/24 Compliance updates: To consider any compliance updates received since last meeting**

- a) To receive any updates and consider actions

To note update of application 23/02510/FUL (Erection of single storey dwelling and retention of existing mobile caravan within the site. Partly retrospective. Southside View London Way Melbourn Cambridgeshire).

**PL109/24 To note the date of next meeting as Monday 11 March 2024 at 7.30pm**

The date of the next Planning Committee Meeting was noted as Monday 11 March 2024.

*Meeting closed 20:12*

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

**A meeting of the Planning Committee** held on Monday 8 January 2024 at 19:30  
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

**Absent:**

**In attendance:** Abi Williams (Parish Clerk)

**PLANNING COMMITTEE: MINUTES**

*Meeting started 19:30*

**PL086/24 To receive and approve apologies for absence**

None received.

**PL087/24 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

Declaration of interest was received from Cllr Alexander in item PL095/24a.

Dispensation was granted to stay for the discussion but not to take part in any vote.

**PL088/24 To approve the minutes of the Planning Committee Meeting on 11 December 2023**

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

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

**PL089/24 To report back on the minutes of the Planning Committee Meetings on 11 December 2023**

Nothing to report.

**PL090/24 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.

**PL091/24 Decision Notices:** To receive any Decision notices issued since last meeting.

- a) [23/02072/FUL](#) | **Proposal:** Change of use of taxi headquarters/control centre to car servicing workshop (Class E(g)(iii)) | **Site address:** 10A The Moor Melbourn Cambridgeshire SG8 6ED | *MPC Comments: Object with comments about the noise, inconvenience to neighbours in a residential area, proximity to a care home, smells, concern about the storage of hazardous materials, and the increase of vehicles.*

**Decision:** Granted permission (11 December 2023)

It was noted.

Cllr Clark requested the office write to Planning to ask why the application was approved when there were so many objections.

- b) [22/01913/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 | **Decision:** Split decision (20 December 2023)

It was noted.

- c) [23/03858/HFUL](#) | **Proposal:** Single storey front and rear extensions, removal of rear conservatory | **Site address:** 19 Beeton Close Melbourn Cambridgeshire SG8 6HN | *MPC Comments: It was RESOLVED to support no comment.*

**Decision:** Granted permission (21 December 2023)

It was noted.



**PL092/24 Correspondence**

- a) INFORMATION ONLY: [22/02011/CONDC](#) | **Proposal:** Submission of details required by conditions 12 (contamination), 17 (lighting design strategy for biodiversity) and 19 ( parking of cycles) of planning permission 22/02011/FUL | **Site address:** 29 High Street Melbourn Cambridgeshire SG8 6EB |

Noted.

**PL093/24 To note the following applications for tree work:**

- a) [23/1524/TTCA](#) | **Proposal:** 1) Holly - reduce height by about 2m and reduce house side by about 50cm  
2) Pear - dead fell 3) Rhamnus - fell -to allow light to the cherry which it has engulfed | **Site address:** 10 Dolphin Lane Melbourn Cambridgeshire | (Deadline: 11/01/24)

*No comments received before meeting.*

It was noted.

**PL094/24 Planning Applications:**

- a) [23/04731/HFUL](#) | **Proposal:** Single storey rear extension | **Site address:** 45 New Road Melbourn Cambridgeshire | (Deadline to comment 10/01/24)

It was RESOLVED to support no comment.

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

- b) [23/04657/HFUL](#) | **Proposal:** The erection of a timber garage on the front driveway | **Site address:** 19 Orchard Road Melbourn Cambridgeshire SG8 6HL | (Deadline to comment 11/01/24)

It was RESOLVED to support no comment.

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

- c) [23/04829/HFUL](#) | **Proposal:** Single storey side and rear extension | **Site address:** 14 Carlton Rise Melbourn Cambridgeshire SG8 6BZ | (Deadline to comment 17/01/24)

It was RESOLVED to support no comment.

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

- d) [23/04872/HFUL](#) | **Proposal:** Single storey extension to rear | **Site address:** 23 Beeton Close Melbourn Cambridgeshire SG8 6HN | (Deadline to comment 23/01/24)

It was RESOLVED to support no comment.

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

**PL095/24 Land ownership on Maple Way**

- a) Discussion on the ownership of land used as layby/parking opposite The Black Horse, running parallel to 65 Orchard Road.

Resulting from the clearance of land to the rear of 65 Orchard Road the Council will try to ascertain the ownership of the land on Maple Way. ACTION: Office to confirm land ownership of two parcels either end of area with Land Registry and contact Highways and Planning re the ownership of the land currently used for parking.

**PL096/24 Compliance updates: To consider any compliance updates received since last meeting**

- a) To receive any updates and consider actions

None received.

**PL097/24 To note the date of next meeting as Monday 12 February 2024 at 7.30pm**

The date of the next Planning Committee Meeting was noted as Monday 12 February 2024.

*Meeting closed 19:53*

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

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

**Present:** Cllrs Kilmurray (Chair), Clark, Wilson

**Absent:**

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

**PLANNING COMMITTEE: MINUTES**

*Meeting started 19:32*

**PL074/23 To receive and approve apologies for absence**

Apologies for absence were received from Cllrs Alexander, Hart and Barnes, with appropriate reasons given.

It was RESOLVED to approve the apologies for absence given by Cllrs listed.

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

**PL075/23 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 received.

**PL076/23 To approve the minutes of the Planning Committee Meeting on 13 November 2023**

- a) To note the correction on item PL070 23 a) from Environment Agency to Environmental Health.

It was RESOLVED to approve the minutes from the Planning Committee Meeting on 13 November 2023, with the correction as noted in PL076/23a), as an accurate record of the meeting.

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

**PL077/23 To report back on the minutes of the Planning Committee Meetings on 13 November 2023**

Nothing to report.

**PL078/23 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.

**PL079/23 Decision Notices:** To receive any Decision notices issued since last meeting.

- a) [22/01913/CONDA](#) | **Proposal:** Submission of details required by condition 7 (Traffic Management Plan) and 10 (CEMP) 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 (29 November 2023)

It was noted.

- b) [23/03809/HFUL](#) | **Proposal:** Demolition of existing garage and rear extension to form new annexe ancillary to existing dwelling and first floor rear extension. | **Site address:** 52 Medcalfe Way Melbourn Cambridgeshire SG8 6HU |

**Decision:** Granted permission (27 November 2023)

**MPC Comment:** *It was RESOLVED to support no comment.*

It was noted.

**PL080/23 Correspondence**

- a) To note further correspondence from resident objecting to CALA homes development off Water Lane presented at Parish Council Meeting 27 November 2023 item PC127/23

Correspondence was noted and saved on file for such time as required.

Signed:..... Date:.....

**PL081/23 To note the following applications for tree work:**

- a) [23/1422/TTCA](#) | **Proposal:** Overgrown Leyland Cypress hedgerow (referenced on site plan as H1-C) forming part of the eastern boundary of 31 High Street, SG8 6EB. Hedgerow to be removed entirely as it is overgrown, in poor condition, damaged on the neighbouring side and encompassing the power cable which has been classed as urgent by the power network. | **Site address:** 31 High Street Melbourn Cambridgeshire | (Deadline passed: 08/12/23)

*No comments received before meeting.*

It was noted.

**PL082/23 Planning Applications:**

- a) [23/04358/PRIOR](#) | **Proposal:** Change of Use of Agricultural Buildings to 5 No. Dwellinghouses (Use Class C3), and for building operations reasonably necessary for the conversion | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire | (Deadline to comment 13/12/23)

[Related cases](#)

It was RESOLVED to object with the following comments.

The Parish wishes to share concerns around road safety as residents will have to access and enter the site on a 60mph road.

There is no footpath or safe green-way routes to the site for pedestrians and cyclists.

The application seems to contravene SCDC's sustainability policy.

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

*Post meeting note: Chair approved the addition of information regarding critical RTC on 12 December 2023 in the location of application 23/04358/PRIOR to the objection comments above.*

**PL083/23 To consider report and TP1 approval in regard to land at Rosemary Place, off New Road**

It was RESOLVED to approve signing of the TP1 for land at Rosemary Place, New Road to full council.

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

**PL084/23 Compliance updates: To consider any compliance updates received since last meeting**

- a) To receive an updates and consider actions

None received.

**PL085/23 To note the date of next meeting: Monday 8 January 2024**

The date of the next meeting was noted as Monday 8 January 2024.

**Chairs announcement**

It was noted that Stonebond had agreed to reimburse Melbourn Parish Council the sum of £2,980.00 to use a Melbourn Parish Council contractor to carry out remedial works at Orchard Gardens to allow for the land transfer to proceed at Piggott Close, The Moor.

*Meeting closed 19:44*

**parish clerk**

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**From:** Cllr Jose Hales (SCambs - Melbourn) <cldr.hales@scambs.gov.uk>  
**Sent:** 15 December 2023 11:54  
**To:** Planning Trees  
**Cc:** [REDACTED]  
**Subject:** [REDACTED]  
**Attachments:** [REDACTED]

**Flag Status:** Flagged

Good morning,

Following my call this morning with Mr Sargent I was advised by him to write in with my concerns with the what looks like a complete removal of mature trees at the above address.

I have attached some pictures that hopefully show the extent of the removal, I will try and locate some pictures of the 'before'. [REDACTED]

I was contacted around the turn of this year by the occupant of 65 Orchard Rd a [REDACTED] on [REDACTED] plans to apply for planning permission to put three houses on the bottom of [REDACTED] garden.

I advised that [REDACTED] contact SCDC planning to arrange an appointment with planning officers to discuss [REDACTED] plans before spending a lot of money, and be potentially disappointed. It appears on the surface that this has not been done.

I'm not aware of any planning application for the site.

The works carried out so far has caused a dramatic alteration to the street scene in both Maple Way and Orchard Rd.

This email is to record the works with the trees dept and potentially trigger response from planners.

Kind regards

**Cllr Jose Hales**

[REDACTED]

*District Councillor for Melbourn, Meldreth, Shepreth & Whaddon.*

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Our Ref: 23/01134/FUL  
Portal Ref: PP-11939677

15 January 2024



**GREATER CAMBRIDGE**  
SHARED PLANNING

[REDACTED]  
Savills (UK) Ltd  
Unex House  
132-134 Hills Road  
Cambridge  
CB2 8PA

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

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

Dear Sir/Madam

### **South Cambridgeshire District Council Application for Planning Permission**

Proposal: Demolition of 13,594sq.m of existing buildings, alterations and extensions by 1,127 sq.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

Your client: Bruntwood SciTech Melbourn Limited

In acknowledging receipt of the above application, I informed you that the target date for determination of the application was 14th June 2023 with a previous extension agreed until 12th January 2024. While every endeavour has been made to reach a decision on your application within the statutory time, unfortunately this will not be possible.

The reason(s) why your application has not yet been decided are as follows:

1. The target committee date falls outside the statutory determination date.
2. The Section 106 Agreement requires negotiation and completion following a resolution to grant planning permission by committee.

I am therefore writing to ask you to formally agree to extend the period for deciding your application until **20th March 2024**.

Please indicate your agreement by signing and dating in the box at the foot of this page and emailing it back to me by return. Please retain a copy of this letter for your own records.

Yours faithfully



[Redacted]

Principal Planning Officer

Email: [Redacted]

Direct dial:

**Response:**

I agree to an extension of time until 20th March 2024 to determine the application referred to above.

<b>Name (please print)</b> [REDACTED]	<b>Electronic Signature</b> [REDACTED]
<b>Date</b> 15th January 2024	

## parish clerk

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**From:** [REDACTED]  
**Sent:** 25 January 2024 12:05  
**To:** parishclerk@melbournpc.co.uk  
**Subject:** Proposed telecommunications upgrade - Royston Veterinary Centre, Flint Cross, Melbourn, Royston SG8 7PN (NGR: 540889, 242868) (CD/CTIL\_110888\_25) - Clerk Claire Littlewood  
**Attachments:** CTIL\_110888\_25, VMO2\_70895 Planning Drawings (REV\_A).pdf; CTIL\_110888\_25, VMO2\_70895 Planning Consultation Letter to Melbourn Parish Council - Clerk Claire Littlewood.pdf

Dear Clerk [REDACTED],

I am writing on behalf of Cornerstone with regards to the existing telecommunications site located at Royston Veterinary Centre, Flint Cross, Melbourn, Royston SG8 7PN (NGR: 540889, 242868).

VMO2 (trading as O2) have identified a requirement for an upgrade to this existing installation to improve network coverage within the surrounding area.

Please find the attached consultation letter and drawings in regards to the proposed alterations to the existing VMO2 site at Royston Veterinary Centre.

Kind Regards,

[REDACTED]  
Acquisition Project Coordinator | Waldon Telecom  
Direct Line:



[www.waldontelecom.com](http://www.waldontelecom.com)

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Registered Office: Abel Smith House, Gunnels Wood Road, Stevenage, Hertfordshire, SG1 2ST  
Registered in England. Company Number 03651880

Please consider the environment before printing this email.

Our ref: CD/CTIL\_110888\_25

Clerk [REDACTED]  
Melbourn Parish Council  
30 High Street  
Melbourn  
Royston  
SG8 6DZ

Waldon Telecom Ltd  
West Lodge  
Station Approach  
West Byfleet  
KT14 6NG

Thursday, January 25, 2024

**BY EMAIL**

Dear Melbourn Ward Representatives,

**PROPOSED BASE STATION UPGRADE AT CTIL\_110888\_25, ROYSTON VETERINARY CENTRE, FLINT CROSS, MELBOURN, ROYSTON SG8 7PN (NGR: 540889, 242868)**

Cornerstone is the UK's leading mobile infrastructure services company. We acquire, manage, and own over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. We oversee works on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Cornerstone have identified this site as suitable for an equipment upgrade for VMO2 (trading as O2).

The purpose of this letter is to consult with you and seek your views on our proposal before proceeding with the works. We understand that you are not always able to provide site specific comments, however, Cornerstone and VMO2 are committed to consultation with communities for mobile telecommunications proposals and as such would encourage you to respond.

As part of VMO2's network improvement program, there is a specific requirement for a radio base station upgrade at this location to improve 3G, 4G and provide new 5G network coverage in the local area.


Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work.

**In the first instance, all correspondence should be directed to the agent.**

Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

Registered Address:

Cornerstone Telecommunications, Infrastructure Limited,  
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.  
Registered in England & Wales No. 08087551.  
VAT No. GB142 8555 06

 Cornerstone, Hive 2,  
1530 Arlington Business Park,  
Theale, Berkshire, RG7 4SA

Please find below the details of the proposed site: -

Our technical network requirement is as follows:

- CTIL\_110888\_25, Royston Veterinary Centre.
- To improve 3G, 4G and provide new 5G network coverage for VMO2 in the local area.

We consider the best solution is as follows:

- Royston Veterinary Centre, Flint Cross, Melbourn, Royston SG8 7PN (NGR: 540889, 242868).
- The proposed description comprises of the removal of the existing 22.5m monopole to be replaced with a new 22.5m monopole supporting 2no. antennas, 2no. 300mm dishes and 1no. 600mm dish, internal cabinet works and ancillary works thereto.
- This option has been chosen as it utilises an existing installation which will improve coverage with minimal changes to the equipment, reducing the visual impact on the surrounding area as far as technically possible.

The Local Planning Authority mast register and the Development Plan have been taken into account and the planning history of the site has been examined.


All Cornerstone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation.

We look forward to receiving any comments you may have on the proposal within 14 days of the date of this letter.

Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number CTIL\_110888\_25)

Yours faithfully,




**Waldon Telecom Ltd.**  
(for and on behalf of Cornerstone)  
Email: 

**In the first instance, all correspondence should be directed to the agent.**

Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

Registered Address:  
Cornerstone Telecommunications, Infrastructure Limited,  
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.  
Registered in England & Wales No. 08087551.  
VAT No. GB142 8555 06

 Cornerstone, Hive 2,  
1530 Arlington Business Park,  
Theale, Berkshire, RG7 4SA



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 540889 N: 242868

DIRECTIONS TO SITE:

TRAVELING ON THE A1(M):

- EXIT AT JUNCTION 9
- TAKE THE A505 EAST TOWARDS ROYSTON
- CONTINUE ON THE A505 FOR 14.9miles, CROSSING 5No ROUNDABOUTS
- ENTRANCE TO SITE IS ON RIGHT HAND SIDE DIRECTLY AFTER THE JUNCTION WITH THE B1368

NOTES:

A	Issued for Construction	GL	SB	21.11.23
REV	MODIFICATION	BY	CH	DATE

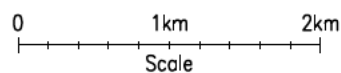
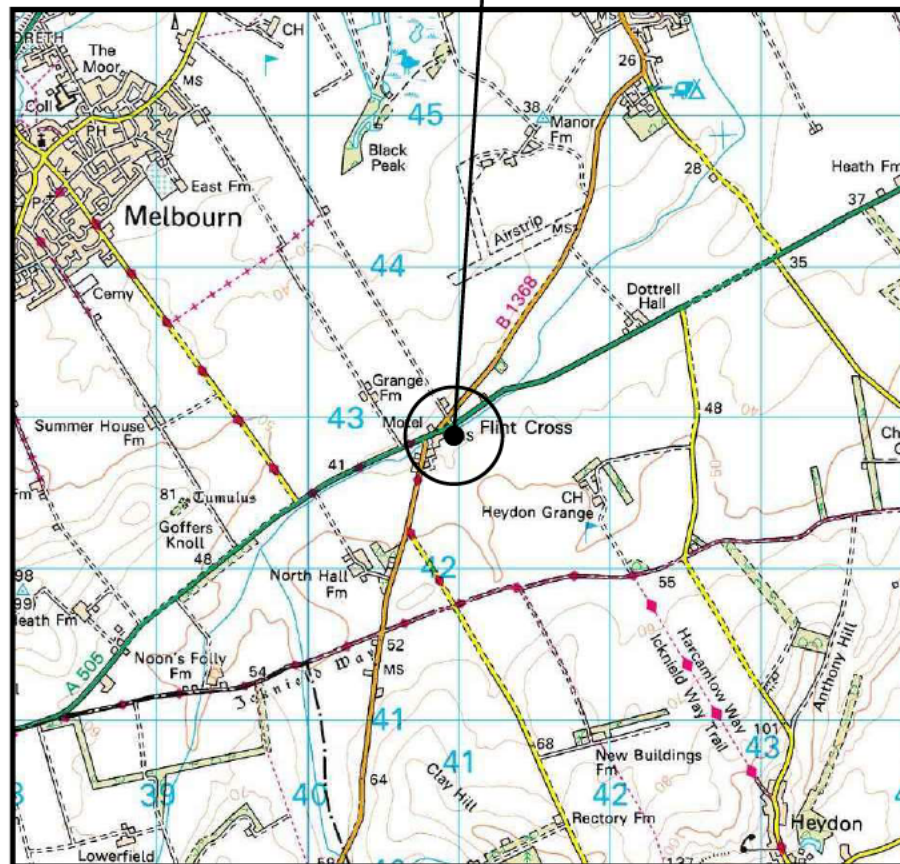


Cell Name		Opt.
LITTLE CHEF ROYSTON EAST		-
Cell ID No		
CORNERSTONE	VMO2	VF
11088825	070895	07729

Site Address / Contact Details  
 LITTLE CHEF (FORMER)  
 A505 HEYDON  
 BALDOCK ROAD  
 ROYSTON  
 SG8 9NT

Drawing Title: SITE LOCATION MAPS				
Purpose of issue: CONSTRUCTION				Dwg Rev:
Drawing Number: 100				A
Surveyed By: GREENLIGHT	Original Sheet Size: A3		Pack Issue:	
Drawn: PN	Date: 21.11.23	Checked: SB	Date: 21.11.23	A

SITE LOCATION



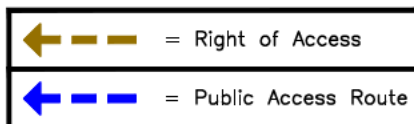
SITE LOCATION  
(Scale 1:50000)

Ordnance Survey map extract based upon Landranger map series with the permission of the controller of Her Majesty's Stationery Office Licence No. 0100023487 Crown copyright.

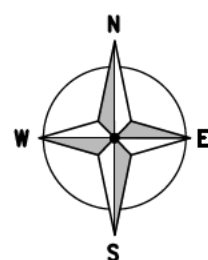
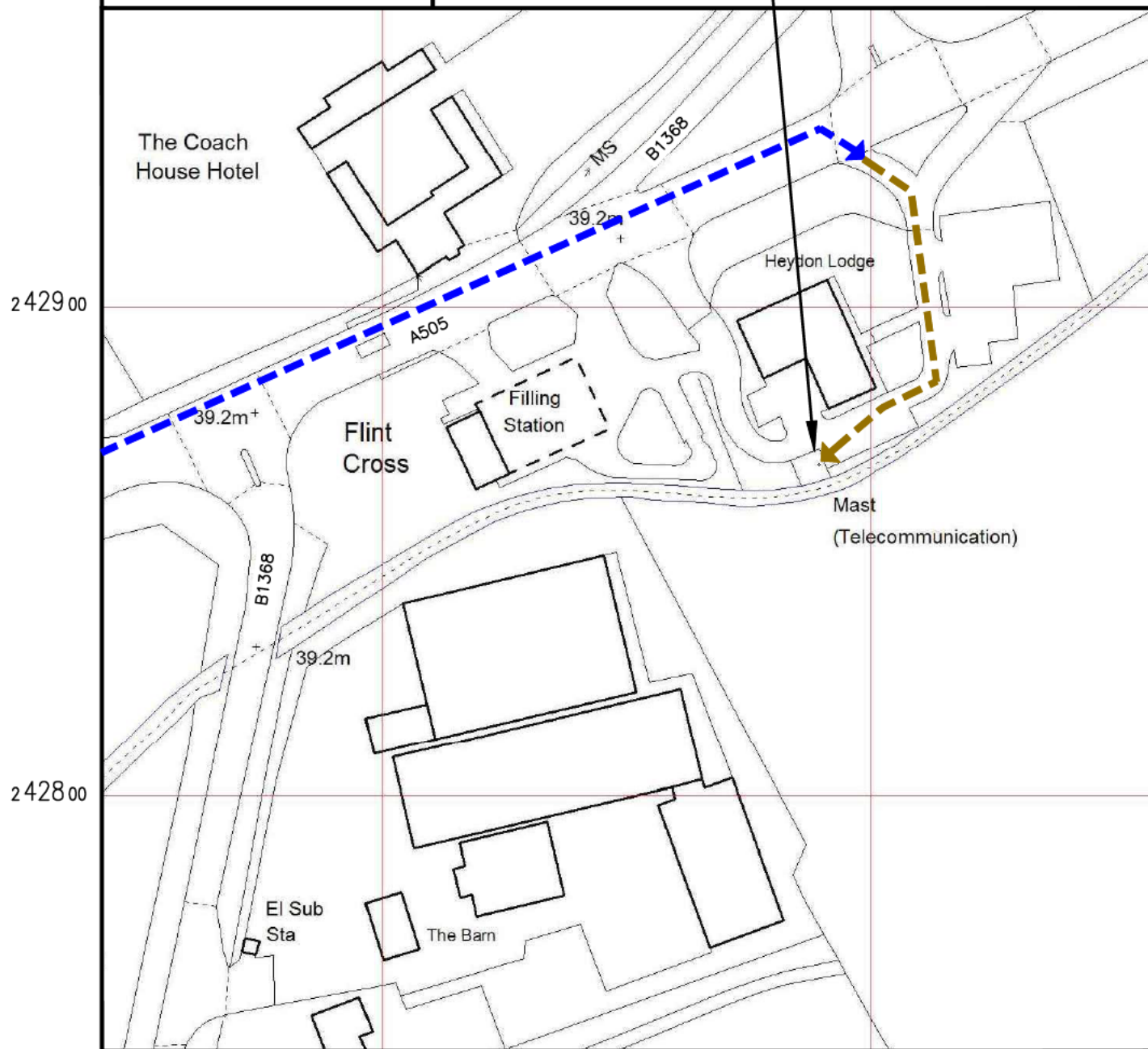


SITE PHOTOGRAPH

The drawings comply with VMO2 & VF Standard ICNIRP guidelines. Designed in accordance with Cornerstone documents: SDN0008v5.0 & SDN0007.

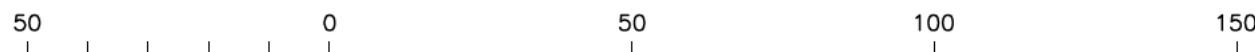


SITE LOCATION



DETAILED SITE LOCATION  
(Scale 1:1250)

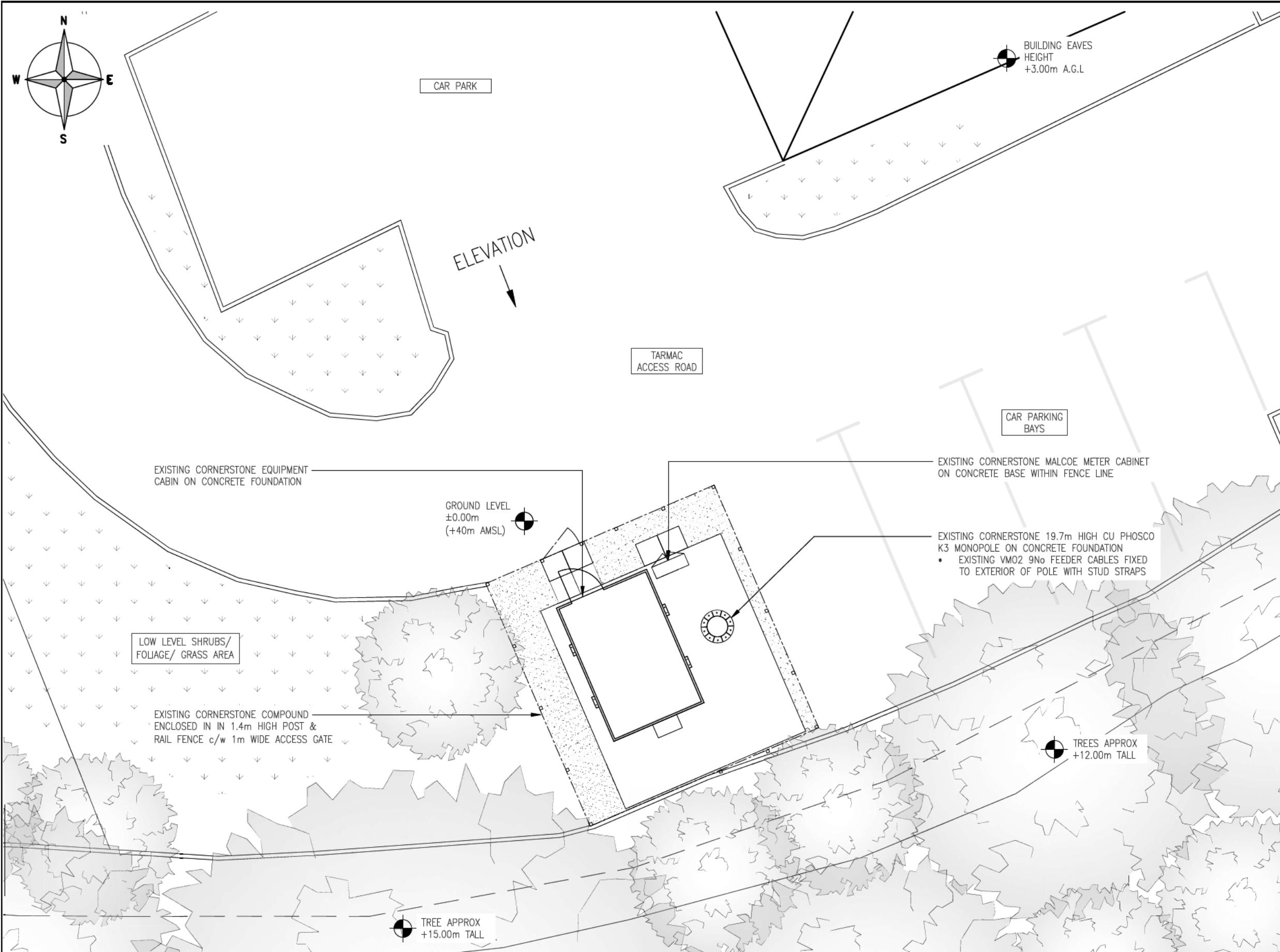
Based upon Ordnance Survey map extract with the permission of the Controller of Her Majesty's Stationery Office. Crown copyright. Licence No. 100020449



ORIGINAL SCALE AT A3 - 1:1250

ALL DIMENSIONS IN METRES





**EXISTING SITE PLAN**  
(1:100)



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 540889 N: 242868

NOTES:

REV	Issued for Construction	GL	SB	21.11.23
	MODIFICATION	BY	CH	DATE

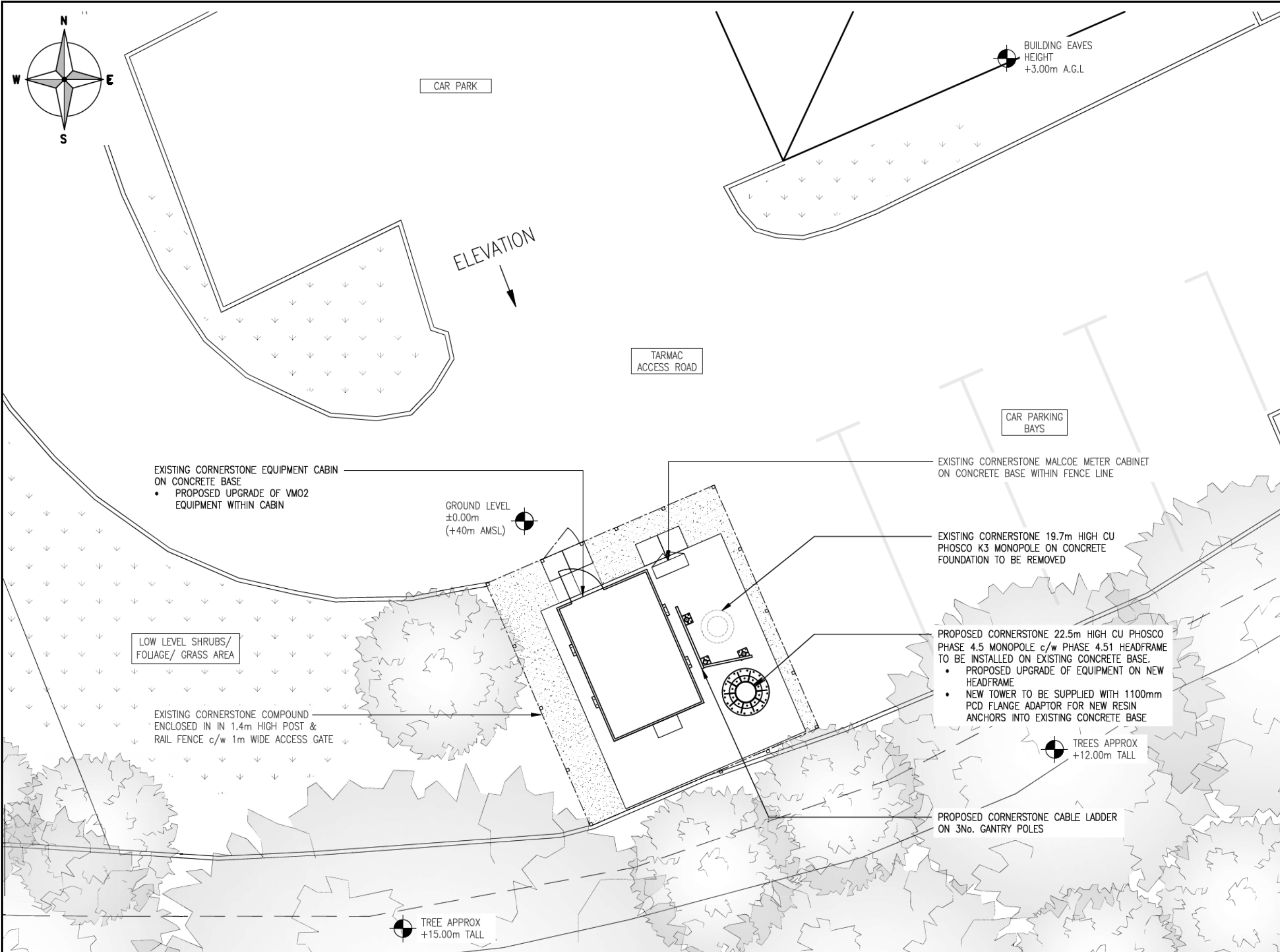


Cell Name	Opt.
LITTLE CHEF ROYSTON EAST	-

Cell ID No		
CORNERSTONE	VMO2	VF
11088825	070895	07729

Site Address / Contact Details  
LITTLE CHEF (FORMER)  
A505 HEYDON  
BALDOCK ROAD  
ROYSTON  
SG8 9NT

Drawing Title: EXISTING SITE PLAN				
Purpose of issue: CONSTRUCTION				Dwg Rev:
Drawing Number: 200				A
Surveyed By: GREENLIGHT	Original Sheet Size: A3		Pack Issue:	
Drawn: PN	Date: 21.11.23	Checked: SB	Date: 21.11.23	A



**PROPOSED SITE PLAN**  
(1:100)



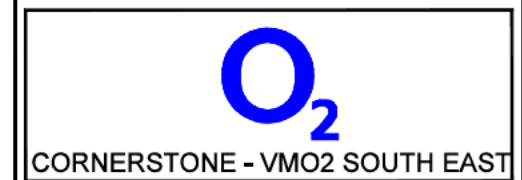
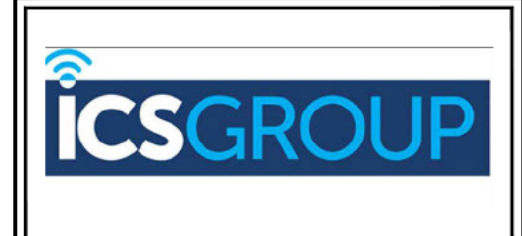
The drawings comply with VMO2 & VF Standard ICNIRP guidelines.  
Designed in accordance with Cornerstone documents: SDN0008v5.0 & SDN0007.

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 540889 N: 242868

NOTES:

A	Issued for Construction	GL	SB	21.11.23
REV	MODIFICATION	BY	CH	DATE



Cell Name	Opt.
LITTLE CHEF ROYSTON EAST	-

Cell ID No		
CORNERSTONE	VMO2	VF
11088825	070895	07729

Site Address / Contact Details  
LITTLE CHEF (FORMER)  
A505 HEYDON  
BALDOCK ROAD  
ROYSTON  
SG8 9NT

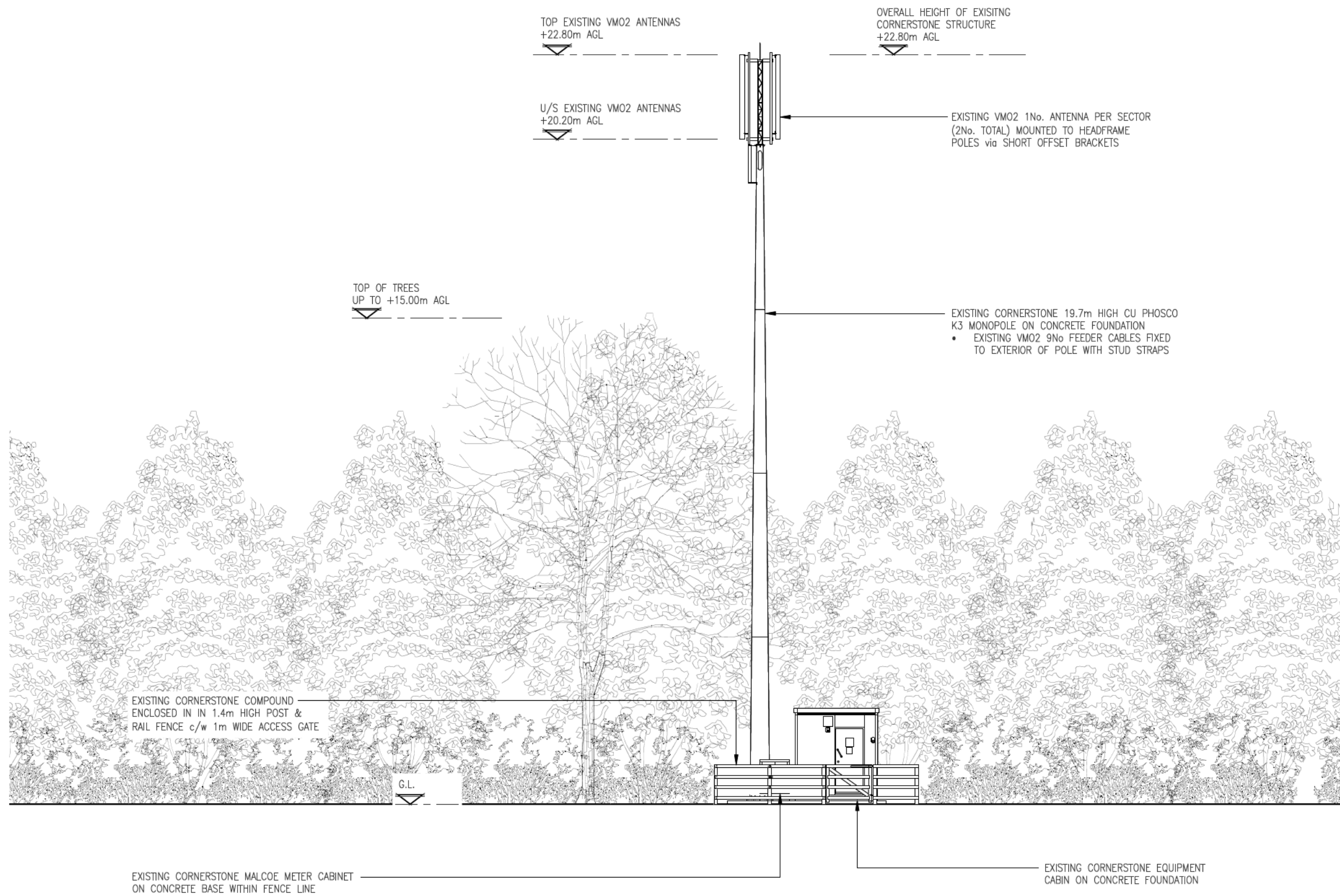
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Purpose of issue: CONSTRUCTION		A
Drawing Number: 201		A
Surveyed By: GREENLIGHT	Original Sheet Size: A3	Pack Issue:
Drawn: PN	Date: 21.11.23	Checked: SB
Date: 21.11.23	Date: 21.11.23	A



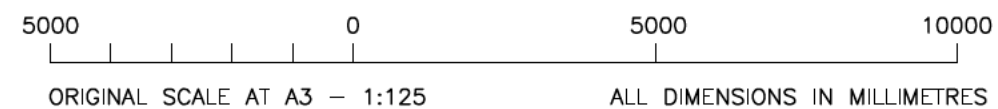
ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 540889 N: 242868

NOTES:



**EXISTING SITE ELEVATION**  
(1:125)



REV	A	Issued for Construction	GL	SB	21.11.23
		MODIFICATION	BY	CH	DATE



Cell Name	Opt.
LITTLE CHEF ROYSTON EAST	-

Cell ID No		
CORNERSTONE	VMO2	VF
11088825	070895	07729

Site Address / Contact Details	
LITTLE CHEF (FORMER) A505 HEYDON BALDOCK ROAD ROYSTON SG8 9NT	

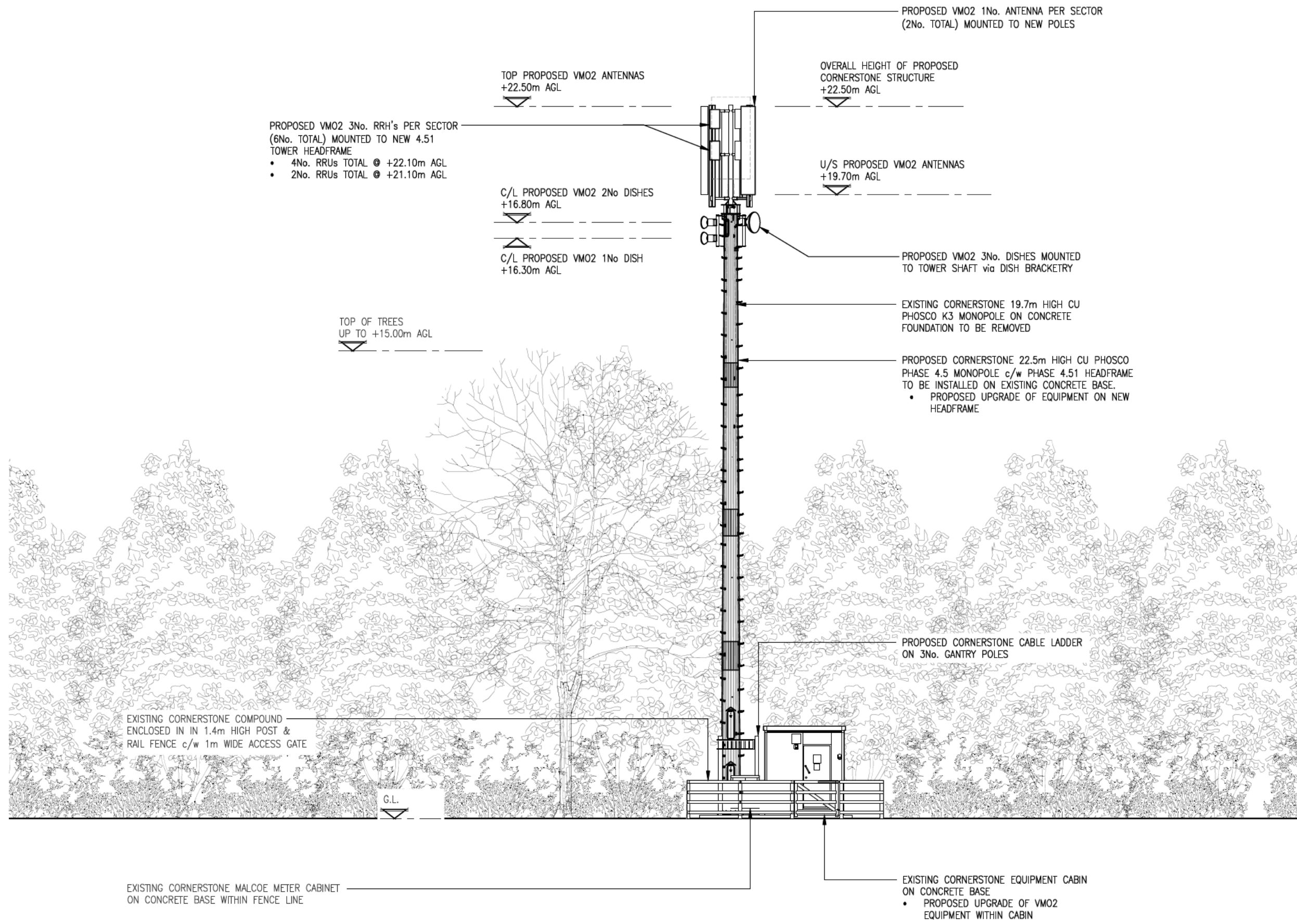
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Purpose of issue: CONSTRUCTION		A
Drawing Number: 300		Pack Issue:
Surveyed By: GREENLIGHT	Original Sheet Size: A3	A
Drawn: PN	Date: 21.11.23	Checked: SB
	Date: 21.11.23	A



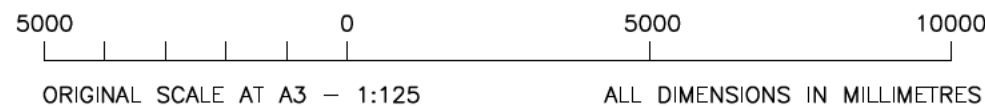
ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 540889 N: 242868

NOTES:



**PROPOSED SITE ELEVATION**  
(1:125)



The drawings comply with VMO2 & VF Standard ICNIRP guidelines.  
Designed in accordance with Cornerstone documents: SDN0008v5.0 & SDN0007.

A	Issued for Construction	GL	SB	21.11.23
REV	MODIFICATION	BY	CH	DATE



CORNERSTONE - VMO2 SOUTH EAST

Cell Name	Opt.
LITTLE CHEF ROYSTON EAST	-

Cell ID No

CORNERSTONE	VMO2	VF
11088825	070895	07729

Site Address / Contact Details

LITTLE CHEF (FORMER)  
A505 HEYDON  
BALDOCK ROAD  
ROYSTON  
SG8 9NT

Drawing Title: PROPOSED SITE ELEVATION

Purpose of issue: CONSTRUCTION Dwg Rev:

Drawing Number: 301 A

Surveyed By: GREENLIGHT Original Sheet Size: A3 Pack Issue:

Drawn: PN Date: 21.11.23 Checked: SB Date: 21.11.23 A

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA  
[www.scambs.gov.uk](http://www.scambs.gov.uk)



**South  
Cambridgeshire**  
District Council

All Parish Councillors in South Cambridgeshire

Our ref: BS/JG/SG  
Your ref:  
26 January 2024

Corporate  
Contact: Bridget Smith

Email: [REDACTED]

Dear Parish Councillors,

**Re: Letter regarding Parish Council Planning Engagement**

I am writing to you because I am aware you have been sent a letter from Cllr [REDACTED], Chair of [REDACTED] Parish Council and former Conservative District Councillor for [REDACTED] ward, who sat on the Planning Committee during his tenure. The letter expresses concerns about the relationship between town and parish councils and the Planning Department and Committee at South Cambridgeshire District Council. I therefore wanted to write to you with some factual information which you may find helpful. Engagement with parish councils as part of the planning process is really important to us.

However, we of course recognise that planning decisions are by their nature often controversial because you, like us, care deeply about where you live. That being said, planning decisions are based on a strict framework of national policies as well as the priority policies of the Council itself – an example of this is the Council's policy of insisting 20% net gain in biodiversity, where no such requirement exist in the national framework. The Planning Committee in its deliberations take these policies into account and make decisions based on balanced material planning grounds.



Within the planning process, we regularly consult with town and parish councils on planning applications that affect their areas. Beyond this routine engagement however, we proactively engage with parishes in several ways:

- Every four months we host a Parish Forum, to which all town and parish councillors are invited. The forum is jointly chaired by Cllr Tumi Hawkins, Lead Cabinet Member for Planning, and Heather Jones, Deputy Director of Greater Cambridge Shared Planning Service, and provides a space for town and parish councillors to ask questions, provide feedback on specific issues and enable discussion on new initiatives. Each of these meetings is recorded and the recording is made publicly available on YouTube, as well as being sent to all Parishes. These meetings are driven by the needs of parish councillors and prior to each meeting a questionnaire is sent out so that the agenda can include the topics you wish to cover.
- In addition, we are currently arranging a session for Parish council clerks, to offer additional training, increase their familiarity with the planning team and give them an opportunity to raise any items with us. This session “Unlocking the Potential of Your Parish: How the Planning Team Can Support You as a Parish Clerk” will be held in the South Cambs Council Chamber on Wednesday 17 April 2024 at 11:30 am. We strongly encourage clerks to sign up if they have not already done so.
- Where there are specific issues or applications which councillors would like to discuss with us, we are happy to organise ad hoc meetings for this purpose and have done so on a number of occasions in the past.
- On request, officers can attend town and parish council meetings to discuss planning applications and other queries more broadly. If this is something your Council would be interested in then please reach out to Toby Williams for Area Team East ( [REDACTED] ) and Rebecca Smith ( [REDACTED] ) for Area Team West to arrange this.
- In areas where there are large scale developments, officers also attend Parish Liaison Meetings to aid discussions between town and parish councils,





**South  
Cambridgeshire  
District Council**

developers, statutory provides (such as NHS, utilities and water companies) and other relevant representatives of communities.

- Every Monday morning, we email out the details of ongoing planning applications to all town and parish councils alongside the details of training that is on offer to parish councillors. We also supply training to parish councillors on specific topics such as Section 106 agreements and Compliance (formerly Enforcement). To learn more about this training, please contact Beverley Childs ([REDACTED]).
- On a wider sense, we have also provided all parish council clerks with named contacts within each Council department – including a phone number, email address and back-up contacts. This list is provided and updated via our parish e-bulletin, which gets sent out to all parish councils every other month.

It is incredibly important to us that town and parish councils can take a meaningful part in the planning process. Parish councillors, working alongside district councillors, act as ambassadors for their local communities, and by engaging early in the planning process can help officers push to ensure developments bring the maximum benefit for their communities.

The planning process can be a divisive one, but also provides an opportunity to bring communities together in support of a shared vision for their future. As key stakeholders in your communities, we hope this letter has gone some way in reassuring you that we appreciate the importance of your contributions to the planning process and that we welcome further engagement from parish councillors. I – or any other member of my Cabinet, in particular the Lead Member for Planning – would welcome the chance to come along to an upcoming parish council meeting should you find it helpful.

Yours faithfully,

[REDACTED]

**CIlr Bridget Smith**  
Leader of the Council

**From:** [REDACTED]  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Proposal for South Cambridgeshire Parish Councils to deliver a vote of no confidence in the SCDC Planning Department and Committee  
**Date:** 24 January 2024 11:27:00  
**Attachments:** [REDACTED]

---

Dear Councillors

I'm Chair of [REDACTED] Parish Council and I'm writing to you today to establish whether you are confident in the performance of the Planning Department and Planning Committee at South Cambridgeshire District Council.

[REDACTED] Parish Council has been concerned about the performance of the Planning Department for some time - not least because we feel that Parish Council participation in planning decisions that affect our Parish is being eroded. We have no relationship with planning officers and the planning team. We are **concerned that** this may be deliberate and is designed to marginalise Parish Councils and reduce their ability to affect planning decisions.

This strategy was made even clearer to me after I attended the Planning Committee Meeting held on the Wednesday the 17th of January. [REDACTED] Parish Council had unanimously voted to object to a planning application for 5 self-build houses outside of our village framework and I was there to speak against the application.

In the event this application, along with all the other applications before the Planning Committee on January 17th, was approved. That, in itself, shouldn't automatically raise concerns. It's only when you examine the nature of the applications, and decisions reached, that you begins to question the Planning Department's agenda and whether they are working on behalf of residents.

I went to the meeting early to hear presentations and discussions on the other applications before the Committee. Very quickly I became concerned by the poor quality of the discussions. Over the course the morning, and early afternoon, officers and committee members ignored the Council's own development plan policies on sustainability, the need to reduce reliance of private cars, and on development in the countryside outside of village frameworks. They also ignored Gamlingay's Neighbourhood Plan. Specifically:

- A full planning application (23/00123/FUL) for the erection of 256 dwellings on land south of the pond on the Cambourne Business Park was approved despite they fact there will be no vehicle access to West Cambourne from the site. Cambourne Town Council, and Cambourne residents, are more than a little perturbed by this given that, at the time of the West Cambourne application, assurances were given **the the** **ISSUE** of road access would be resolved when the business park site was developed.

- A full planning application (23/03311/FUL) for the demolition of agricultural buildings and erection of five 5 No. dwellings with associated access and landscaping in Little Heath, Gamlingay. This application was approved despite the fact that the application is for 4-bedrooms properties outside the village framework. In approving this application the Committee also ignored Gamlingay's Neighbourhood Plan which focuses on local need and the provision of smaller 1 and 2 bedroom properties (Policies 4.12 and 4.13 **Gamlingay** Neighbourhood plan).

- An outline planning application (23/02752/OUT) for the erection of up to five self-build dwellings off the Old North Road, Bourn. This application is in the the countryside outside the development frameworks of both Bourn and Longstowe. The site is **served by** a twice daily bus service and is close to a dangerous junction.

It was approved solely because it helps the Council to meet self-build quota. (Beware: similar self-build applications will be in front of you soon).

In our opinion, all of the above applications were approved for questionable reasons: they ignore Local Plan policy and were approved in spite of the fact that the council can already demonstrate a 6.1 year housing land supply.

██████████ Parish Council are very concerned that we no longer have an effective role in planning decisions that affect our village. The question is: do you feel the same? We would like to assess the appetite among Parish Councils to challenge the new planning reality where the District Council pretty much do as they please.

I would welcome your comments and suggests on how we might regain our voice - perhaps with collective action such a a vote of no confidence.

Looking forward to hearing from you.

Yours sincerely

██████████

██████████  
██████████

██████████



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plan of the above Title filed at the Registry and being land lying to the south east of Orchard Road.

---

- 2 The Conveyance dated 27 January 1966 referred to in the Charges Register contains the following provision:-
- "The Purchasers and their successors in title shall not acquire any right of light or air or other right which would prejudice the free use and enjoyment of the adjoining land of the Vendors for building or for other purposes."

## **B: Proprietorship Register**

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

**Class of Title:** Title absolute

<b>Entry number</b>	<b>Entry date</b>	
---------------------	-------------------	--

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1	2015-08-20	PROPRIETOR: MELBOURN PARISH COUNCIL of Melbourn Hub, 30 High Street, Melbourn, Royston SG8 6DZ.
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2		RESTRICTION: Except under an order of the registrar no charge by the proprietor of the land is to be registered unless a certificate signed by the secretary, the solicitor or a director thereof has been furnished that such charge does not contravene any of the provisions of the memorandum and articles of association of the said proprietor.
---	--	---

## **C: Charges Register**

This register contains any charges and other matters that affect the land.

**Class of Title:** Title absolute





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its full extent shown cross hatched in black on the said Location Plan. The right for the Board to lay maintain inspect renew use alter and remove electric cables and lines and conduits or pipes for containing the same where necessary under the said land shown cross hatched in black on the said Site and Location Plans and the other estate roadways footpaths and verges indicated on the said Location Plan and to break up the surfaces thereof so far as necessary from time to time for all or any of the purposes aforesaid the Board making good all damage caused thereby."

NOTE: The land cross hatched black referred to is tinted blue on the filed plan.

- 
- |   |  |
|---|--|
| 3 | The land edged blue on the filed plan is subject to rights of way. |
|---|--|
- 
- |   |  |
|---|--|
| 4 | The estate roads included in the title are subject to rights of way. |
|---|--|
- 
- |   |   |
|---|---|
| 5 | The estate roads are subject to rights in respect of water gas and electricity supply services. |
|---|---|
- 
- |   |  |
|---|--|
| 6 | <p>The land is subject to the following rights excepted and reserved by a Transfer dated 18 May 1971 made between (1) Tanpool Properties Limited and (2) Beechwood (Melbourn) Estate Residents Association Limited:-</p> <p>"EXCEPT AND RESERVING unto the Transferor and its successors in title the free passage and running of water and soil through the water courses sewers and drains now laid or to be laid in or under the property hereby transferred TOGETHER with the right for the Transferor and its successors in title as aforesaid to enter upon the said property for the purpose of laying or making connections to and of repairing cleansing and maintaining such water</p> |
|---|--|

---

courses sewers and drains the Transferor and its successors in title or other the person exercising such rights making good all damage occasioned thereby."

---

7                      2015-08-20            A Transfer of the land in this title and other land dated 17 August 2015 made between (1) Beechwood (Melbourn) Estate Residents Association Limited and (2) Melbourn Parish Council contains restrictive covenants.

↪ NOTE: Copy filed.



## parish clerk

---

**From:** [REDACTED] - The Ely Planning Co [REDACTED]  
**Sent:** 01 February 2024 15:47  
**To:** parishclerk@melbournparishcouncil.gov.uk  
**Subject:** 65 Orchard Road - (Development to the rear)  
**Attachments:** 03 Proposed Site Plan A1.pdf

**Flag Status:** Flagged

Dear Alexandra Coxall & Abigail Williams,

### 65 Orchard Road - (Development to the rear)

I am writing to introduce myself, I am working on behalf of the owners to 65 Orchard Road Melbourn. The owners are exploring options to redevelop to the rear of their property in the form of a small number of houses, five are being explored at present.

Before we get ahead of ourselves I wanted to reach out to you and ask the parish if they would allow us to come across the grass verge on to Maple Way as indicated on the attached preliminary site plan.

I have been informed through various individuals that the village pub adjacent to the site can at times struggle with parking spaces and that the layby that runs parallel to the site is used as an overspill parking area. It would be worth noting that if this proposal was to go ahead and benefit from a planning consent we can request that a condition is placed that legally gives the house builder an order to upgrade the layby and also extend it further to provide further parking spaces at their cost. These details would be added to our drawings and made clear to the planners.

I am contacting you at this very early stage to see if the above is of interest prior to submitting an application to SCDC planning department.

It is also worth noting that we do have another alternative access into the site that we can explore if needed.

In the first instance if somebody representing the parish could contact me for a chat that would be really helpful. I appreciate your time on this matter.

Kind Regards

[REDACTED]  
[www.ely-planning.co.uk](http://www.ely-planning.co.uk)

---

[REDACTED]  
**T:** [REDACTED]  
**M:** [REDACTED]  
**E:** [www.ely-planning.co.uk](http://www.ely-planning.co.uk)  
**A:** Ely Planning Company (Cambridgeshire), Studio 5, Penn Farm,  
Harston Road, Haslingfield CB23 1JZ







**General Notes:**

The Contractor is responsible for checking all dimensions on site prior to commencement of the works with any errors being reported to Ely Planning Company (Cambridgeshire) Ltd as soon as possible.

Any construction work carried out prior to receiving all necessary approvals is entirely at the householders / clients risk.

All building work to be carried out to the satisfaction of the Local Authority Building Control Officer and in accordance with the current Building Regulations and as such additional unforeseen building works may be required on site.

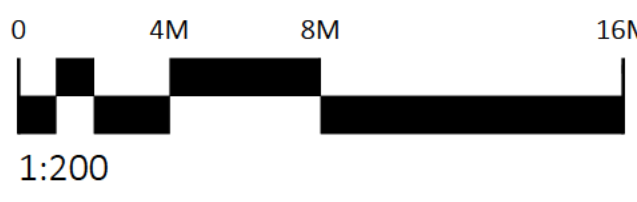
The Contractor shall inspect all adjoining properties which may be affected by the works prior to commencement or works and record and report with the owner any defects.

The Contractor shall be entirely responsible for the security, strength and stability of the building during the course of the works.

Drawings produced for the purpose of obtaining Building Regulations approvals only and do not constitute full working drawings.

All drawings are the copyright of Ely Planning Company (Cambridgeshire) Ltd. This drawing may not be copied by any third parties without prior permission.

PROPOSED SITE PLAN



**ELY PLANNING CO.**

STUDIO 5, PENN FARM  
 HARSTON ROAD, HASLINGFIELD  
 CAMBRIDGESHIRE, CB23 1JZ

01223 872690  
 WWW.ELY-PLANNING.CO.UK  
 INFO@ELY-PLANNING.CO.UK

CLIENT NAME	DATE	
PROJECT	Redevelopment of land to the rear of 65 Orchard Road Melbourn	
DRAWING TITLE	Proposed Site Plan	
DRAWING STATUS	<b>PRELIMINARY ISSUE</b>	
PAPER SIZE	SCALE	DRAWN BY
A1	AS SHOWN	DH
DRAWING NO.	<b>EPC949-23-03</b>	