

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

A meeting of the Planning Committee held on Monday 10 June 2024 at 19:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

In attendance: Abi Williams (Parish Clerk), 2 members of the public

PLANNING COMMITTEE: MINUTES

Meeting started 19:31

PL001/24 To receive nominations and elect a Chair of the Planning Committee

Nominations were received for Cllr Kilmurray to be elected Chair of the Planning Committee. No other nominations were received.

It was RESOLVED to elect Cllr Kilmurray as Chair of the Planning Committee.

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

PL002/24 To receive nominations and elect a Vice Chair of the Planning Committee

Nominations were received for Cllr Wilson to be elected Vice Chair of the Planning Committee. No other nominations were received.

It was RESOLVED to elect Cllr Wilson as Vice Chair of the Planning Committee.

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

PL003/24 To receive and approve apologies for absence

Apologies were received from Cllr Wilson and Cllr Hart with acceptable reasons given.

It was RESOLVED to accept apologies for absence from Cllrs Wilison and Hart.

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

PL004/24 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

Cllr Kilmurray declared a non-pecuniary interest in item PL010/24c) due to the fact that his daughter is a member of the Scout group associated with the planning application.

The clerk granted dispensation to remain for the discussion and abstain from the vote.

PL005/24 To approve the minutes of the Planning Committee Meeting on 8 April 2024

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

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

PL006/24 To report back on the minutes of the Planning Committee Meetings on 8 April 2024

Nothing to report.

PL007/24 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 two members of the public present.

Attendees represented 1st Orwell Scouts and offered background into the application for the Scout hut. Explaining the Scouting 5 year plan to encourage more demographics across the community to be able to take advantage of the benefits scouting can bring. Explaining the installation of the storage hut, as in the planning application, would allow more time to be spent of Scouting and less time wasted on logistics. It was noted that over 80 local young people benefit from the Scouting offering associated with the application.

PL010 24 *Cllr Kilmurray altered the order of the agenda to discuss the relevant planning application.*

- c) [24/01252/FUL](#) | **Proposal:** Construction of scout storage hut built from block and steel cladding to replace a timber framed hut that was destroyed by fire. On the same site as the existing concrete slab and associated works. | **Site address:** Recreation Ground The Moor Melbourn Cambridgeshire | (Deadline to comment 17/06/24)

It was noted that the concept of the planning application had been discussed at a previous Parish Council meeting and it was RESOLVED that Council supported the application in principal (PC138/23a).

It was RESOLVED to support with no comment.

Proposed by Cllr Clark, seconded by Cllr Barnes.

In favour: Cllrs Alexander, Barnes, Clark, Coulman

Against:

Abstain: Cllr Kilmurray

Two members of the public left the meeting.

PL008/24 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [24/0352/TTPO](#) | **Proposal:** T1 - T3 - Sycamores, Reduce all sides back by 3m. Trees are encroaching property. Potential for future damage. | **Site address:** 17 The Lawns Melbourn Cambridgeshire SG8 6BA | *No comment*

Decision: Granted permission (14 May 2024)

It was noted.

- b) [24/01153/HFUL](#) | **Proposal:** Single storey extension to garage and the erection of porch canopy to side elevation of house. | **Site address:** 77 Orchard Road Melbourn Cambridgeshire SG8 6BB | *MPC Comment: It was RESOLVED to support no comment.*

Decision: Granted Permission (20 May 2024)

It was noted.

- c) [S/4535/19/CONDR](#) | **Proposal:** Submission of details required by condition 15 (design and location of bus stop improvements) of planning permission S/4535/19/VC | **Site address:** Land North Of Melbourn Science Park Melbourn Royston Herts | *No Comment.*

Decision: Discharge Condition in Full (28 May 2024)

It was noted.

- d) [24/0436/TTPO](#) | **Proposal:** T1 Hazel - This Shrub is becoming to dominant. Request to reduce to 30cm below previous pruning points. T2 Mature Yew - This tree is becoming very dominant and complaints have been made by both the owner and the neighbors about light. Request sympathetic pruning by reducing height by approx. 2.5m off top. 1m off lateral phototropic limbs where necessary. T4 Row of 10 Beech trees - Previously pollarded, these trees have now become very dense at the top. Complaints have been made about appearance and light. They also now have a large sail/ to dense at the top. Request a re-pollard, equating to reduction of 2ms to previous cuts. T5 Holly - This tree is growing in a peculiar shape as a result of previous bad pruning. It is now inhibiting parking on the driveway. Request a raise crown to 3ms all round. Reduce laterals over drive by approx. 1.5m to improve leggy form. T9 - listing/leaning Box - This Box has a progressive lean and obvious root plate heave. Slowing falling into neighbors drive. Request removal to near ground level and grinding of stump. to be replaced with native species. T10 Yew - This tree has poor form and is causing excessive shading to the garden below on both sides of fence. Request to reduce in height by 1.5ms and reduce sides by 1m where necessary. T11 Yew - This tree has poor form and is causing excessive shading to the garden below on both sides of fence. Request to reduce in height by 1.5ms and reduce sides by 1m where necessary. | **Site address:** 4 Pryors Garden New Road Melbourn Cambridgeshire SG8 6FD | *No Comment.*

Decision: Granted Permission (28 May 2024)

It was noted.

PL009/24 To note the following applications for tree work:

- a) [24/0508/TTCA](#) | **Proposal:** T1 - Holm Oak - 12ms in height: reduce canopy overhang by 1.5ms to leave at 10.5ms in height. T3 - Beech - 14ms in height: reduce canopy overhang to thatch by 1.5ms to provide physical clearance of roof, leaving at 12.5ms in height. | **Site address:** 2 - 4 Little Lane Melbourn Cambridgeshire SG8 6BU | (Deadline to comment 06/06/24)

Note – Office confirmed that applicant is not owner of tree but it is common for neighbours to request cutting back work.

It was noted that the deadline to comment had passed.

- b) [24/0549/TTCA](#) | **Proposal:** Tree - Willow – Remove. Reason - Tree has some decay underneath the bark. The point at which this is, is where most of the weight is sat. The roots have also lifted the driveway.

Where the tree is located is on a main road, very close to the house, Public car park and is also hanging over a main walk way for pedestrians and school children. | **Site address:** 35 High Street Melbourn Cambridgeshire SG8 6DZ | (Deadline to comment 17/06/24)

Comments were received from other Cllrs with concern about the request to remove the tree prior to the meeting. Advice was sought from a tree surgeon who advised that objections could be raised and an independent review of the tree encouraged.

It was proposed to OBJECT on the grounds that removal of the tree would negatively change and greatly impact the street scene of the village. It is requested that a Trees Officer visit the site for review and consider a TPO being placed on the tree. It was noted that the health report on the tree did not provide sufficient evidence for its removal. It is also requested that works to improve the health of the tree be ordered.

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

PL010/24 Planning Applications:

- a) [24/01688/HFUL](#) | **Proposal:** Demolition of existing garage and single storey rear and side extensions and first floor rear extension. | **Site address:** 52 Medcalfe Way Melbourn Cambridgeshire SG8 6HU | (Deadline to comment 12/06/24)

It was RESOLVED to support no comment.

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

- b) [24/01806/LBC](#) | **Proposal:** Replace all single glazed windows which were installed Circa 1969 with vacuum glazed windows and the installation of secondary glazing to all Heritage windows. | **Site address:** 25 Station Road Melbourn Cambridgeshire SG8 6DX | (Deadline to comment 13/06/24)

It was RESOLVED to support no comment.

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

- c) [24/01252/FUL](#) | **Proposal:** Construction of scout storage hut built from block and steel cladding to replace a timber framed hut that was destroyed by fire. On the same site as the existing concrete slab and associated works. | **Site address:** Recreation Ground The Moor Melbourn Cambridgeshire | (Deadline to comment 17/06/24)

Item moved ahead in agenda to allow comment from members of the public – see item PL010/24 c) above.

Cllr Barnes left the meeting 20:05

- d) [24/02082/FUL](#) | **Proposal:** Change of use and conversion of agricultural buildings to 5 No. dwellings including demolition works. | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire | (Deadline to comment 21/06/24)

It was RESOLVED to object stating the same grounds as previous objection.

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 Alexander. All in favour.

- e) [24/01463/HFUL](#) | **Proposal:** First floor side extension | **Site address:** 3 The Lawns Close Melbourn Cambridgeshire SG8 6DR | (*Deadline to comment passed*)
Presented at the last meeting but unable to confirm location. Extension for comment was requested but not accepted – it could still be possible to comment if desired.

It was RESOLVED to support no comment.

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

PL011/24 Correspondence

- a) To receive any updates and consider actions.

None received.

PL012/24 To note land transfer updates

- a) To note completion of transfer of SGB land transfer at Hopkins Homes and funds received to the value for £50,000.

It was noted.

- b) To note chase of the transfer of land at Rosemary Place due to delay as it is not currently being maintained by either party. With Solicitors to chase transfer and works needed.

It was noted.

- c) To note Stonebond have been approached by our Solicitors to complete the land transfer at Piggot Close/Orchard Gardens after satisfactory completion of works to land – they are awaiting the s106 certificate from Greater Cambridgeshire Planning to allow to the transfer.

It was noted.

PL013/24 Compliance updates: To consider any compliance updates received since last meeting

None received.

PL014/24 To note the date of next meeting as Monday 8 July 2024 at 7.30pm

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

Meeting closed at 20:26

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

A meeting of the Planning Committee held on Tuesday 7 May 2024 at 19:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Barnes, Alexander & Clark (Chair)
Absent:
In attendance: Alex Coxall (Parish Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started at 19:31

In accordance with the Terms of Reference for the Planning Committee (3a) and the Melbourn Parish Council Standing Orders (3q) due to the Chair and Vice Chair not attending the meeting it was proposed that Cllr Clark chair the meeting.

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

PL134/24 To receive and approve apologies for absence

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

PL135/24 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

None received

PL136/24 To approve the minutes of the Planning Committee Meeting on 8 April 2024

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

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

PL137/24 To report back on the minutes of the Planning Committee Meetings on 8 April 2024

Nothing to report

PL138/24 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

PL139/24 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [23/02510/FUL](#) | **Proposal:** Erection of single storey dwelling and retention of existing mobile caravan within the site. Partly retrospective | **Site address:** Southside View London Way Melbourn Cambridgeshire |
*MPC Comment: 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.
The retrospective inclusion of the caravan would allow for permanent residency of the site without proper permissions in place.
We believe we have a duty to protect the land surrounding the development and would need clarification that conditions to protect the environment have been carried out as mentioned in the conditions raised by the Drainage Engineer in October 2023. We also have compliance concerns with utilities to the site. We are not sure but would assume that building control will not have been involved in the development as proper permissions were not in place during the build.
We would urge compliance/enforcement/building control to investigate before a decision is made.*
Decision: Granted permission (11 April 2024)

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

It was noted

- b) [24/00727/PRIOR](#) | **Proposal:** Single storey rear extension. | **Site address:** 8 Dickasons Melbourn Cambridgeshire SG8 6EL |
MPC Comment: It was RESOLVED to support no comment.
Decision: Withdrawn (15 April 2024)

It was noted

- c) [24/00725/HFUL](#) | **Proposal:** Single storey rear and side extensions, front porch extension and rear extension to existing garage. | **Site address:** 8 Dickasons Melbourn Cambridgeshire SG8 6EL |
MPC Comment: It was RESOLVED to support no comment.
Decision: Granted permission (19 April 2024)

It was noted

- d) [24/0285/TTCA](#) | **Proposal:** T1 Sycamore - Fell | **Site address:** 90 High Street Melbourn Cambridgeshire SG8 6AL |
MPC Comment: No comment
Decision: Have no objection to (23 April 2024)

It was noted

- e) [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 feces. 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 feces. Re plant with Rowan |
MPC Comment: No objection
Decision: Refused permission (23 April 2024)

It was noted

PL140/24 Correspondence

- a) **INFORMATION ONLY:** [23/02559/CONDB](#) | **Proposal:** Submission of details required by condition 11 (external surfaces) of planning permission [23/02559/FUL](#) | **Site address:** New Farm Royston Road Melbourn Cambridgeshire SG8 6DH

It was noted

- b) To receive any updates and consider actions.

None received

PL141/24 To note the following applications for tree work:

- a) [24/0436/TTPO](#) | **Proposal:** T1 Hazel - This Shrub is becoming to dominant. Request to reduce to 30cm below previous pruning points. T2 Mature Yew - This tree is becoming very dominant and complaints have been made by both the owner and the neighbors about light. Request sympathetic pruning by reducing height by approx. 2.5m off top. 1m off lateral phototropic limbs where necessary. T4 Row of 10 Beech trees - Previously pollarded, these trees have now become very dense at the top. Complaints have been made about appearance and light. They also now have a large sail/ to dense at the top. Request a re-pollard, equating to reduction of 2ms to previous cuts. T5 Holly - This tree is growing in a peculiar shape as a result of previous bad pruning. It is now inhibiting parking on the driveway. Request a raise crown to 3ms all round. Reduce laterals over drive by approx. 1.5m to improve leggy form. T9 - listing/leaning Box - This Box has a progressive lean and obvious root plate heave. Slowing falling into neighbors drive. Request removal to near ground level and grinding of stump. to be replaced with native species. T10 Yew - This tree has poor form and is causing excessive shading to the garden below on both sides of fence. Request to reduce in height by 1.5ms and reduce sides by 1m where necessary. T11 Yew - This tree has poor form and is causing excessive shading to the garden below on both sides of fence. Request to reduce in height by 1.5ms and reduce sides by 1m where necessary. |
Site address: 4 Pryors Garden New Road Melbourn | (Deadline to comment 09/05/24)

It was noted

- b) **Decision notice** [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

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

excessive debris and bird faeces. Re plant with Rowan. | **Site address:** 3 Garden End Melbourn Cambridgeshire |

MPC Comment: No objection.

Decision: Refused permission (26 April 2024)

It was noted

PL142/24 Planning Applications:

- a) [24/01153/HFUL](#) | **Proposal:** Single storey extension to garage and the erection of porch canopy to side elevation of house. | **Site address:** 77 Orchard Road Melbourn Cambridgeshire SG8 6BB | (Deadline to comment 09/05/24)

It was RESOLVED to support no comment.

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

- b) [24/01331/HFUL](#) | **Proposal:** Garage conversion with replacement of garage door with window | **Site address:** 11 The Lawns Melbourn Cambridgeshire SG8 6BA | (Deadline to comment 14/05/24)

It was RESOLVED to support no comment.

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

- c) [24/01463/HFUL](#) | **Proposal:** First floor side extension | **Site address:** 3 The Lawns Close Melbourn Cambridgeshire SG8 6DR | (Deadline to comment 21/05/24)

Cllrs were unable to identify if the drawings in the application were of the correct property.
DEFERRED

- d) [4/01296/HFUL](#) | **Proposal:** Single storey rear extension | **Site address:** 24 Greengage Rise Melbourn Cambridgeshire SG8 6DS | (Deadline to comment 21/05/24)

It was RESOLVED to support no comment.

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

PL143/24 To note any response to the Street Trading Policy changes suggested by SCDC.

Cllrs raised issues about the time of the day that inspecting officers attend sites, suggesting that it should be at times during which the businesses are operational. Cllrs also commented on the adhoc trading consent (section 4.5), questioning if Parish Councils will be able to log objections for unsuitable sites, and if risk assessments will be undertaken in advance of consent being given, to ensure due consideration to residents. Concerns with regard to section 8, that residents could be put in a vulnerable position by taking photos or videos in situations that involve anti-social behaviour, meaning residents may choose not to report issues through fear for their safety. Section 9 states that Parish Councils will not be consulted for consented premises traders, Cllrs question if there will be opportunity to raise concerns.

ACTION: Clerk to send feedback and questions to SCDC

PL144/24 Compliance updates: To consider any compliance updates received since last meeting

- a) To receive any updates and consider actions.

It was noted that compliance concerns regarding 4 Norgetts Lane had been reported.

PL145/24 To note the date of next meeting as Monday 10 June 2024 at 7.30pm

The date of the next meeting was noted as Monday 10 June 2024 at 7.30pm

Meeting closed at 20.22

PL009/24b)

Responses

I do not wish to see this central tree removed. This was tried before by previous owners. Their statement about overhanging the pavement should not be an issue if they were to trim back the overhanging branches. I believe that they are not addressing this to make the tree more of a nuisance, it is their responsibility to trim back the overhanging branches.

Unless a Council officer confirms that the tree is dead or dying I vote most strongly to keep the tree in place. It is central and integral to the village. They bought the property with the tree in place.

I concur completely with Cllr Xxx. I did last time and my thoughts have not changed. I want to see proof that this tree is unhealthy and a danger to the public before I will agree to it being removed.

Agree with comments from Cllr Xxx and Cllr Xxx.

Me too :)

Same here

It occurs to me that they must have consulted a tree surgeon, to give their application some merit. If they are so sure off their ground perhaps we could be shown the details, and if necessary ask one of the tree companies in the village to take a look & see if they concur.

Much as I like the tree i wouldn't want it to fall on anyone.

Independent Tree Surgeon

Questioned if the application would be accepted as a TPO had previously been served on the tree as it was classed as a community asset.