

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

A meeting of the Planning Committee held on Monday 9 September 2024 at 19:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Alexander, Coulman, Hart, Wilson (Chair)

Absent:

In attendance: Abi Williams (Parish Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:32

PL038/24 To receive and approve apologies for absence

Apologies were received from Cllrs Barnes, Clark and Kilmurray with acceptable reasons given.
It was RESOLVED to accept the apologies from Cllrs Barnes, Clark and Kilmurray.
Proposed by Cllr Hart, seconded by Cllr Alexander. All in favour.

PL039/24 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

No declarations of interest received.

PL040/24 To approve the minutes of the Planning Committee Meeting on 12 August 2024

It was RESOLVED to accept the minutes of the Planning Committee Meeting held on the 12 August 2024 as an accurate record.

Proposed by Cllr Hart, seconded by Cllr Coulman.

In favour: Cllrs Coulman, Hart, Wilson

Against:

Abstain: Cllr Alexander

PL041/24 To report back on the minutes of the Planning Committee Meetings on 12 August 2024

Nothing to report.

PL042/24 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)

No members of the public present.

PL043/24 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [24/01688/NMA1](#) | **Proposal:** Non material amendment on application 24/01688/HFUL for amendment to a first floor extension flat roof from the previous pitched roof due to existing solar panel constraints. | **Site address:** 52 Medcalfe Way Melbourn Cambridgeshire SG8 6HU | *MPC: No comment*
Decision: Application permitted (11 Jul 2024)
It was noted.
- b) [24/0678/TTCA](#) | **Proposal:** Cherry adjacent to Hornbeam - reduce spread on one side only to clear Hornbeam by approximately 1.5m. Taper into remainder of crown to shape | **Site address:** 57 High Street Melbourn Cambridgeshire SG8 6DZ | *MPC: Support no comment*
Decision: No objection (15 Aug 2024)
It was noted.
- c) [24/0676/TTCA](#) | **Proposal:** Spruce - trim back to clear adjacent property by approximately 1.5-2m. Trim to clear telephone line by approximately 1m Sycamore in adjacent garden (139 High Street) - reduce spread above garage at 2 Water Lane only by approximately 2m - 2.5m. Taper into remainder of canopy to shape round | **Site address:** 2 Water Lane Melbourn Cambridgeshire SG8 6AY | *MPC: Support no comment but highlighted alternative application for same tree*
Decision: No objection (15 Aug 2024)

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

It was noted. The Clerk highlighted that this proposal covered the same tree as application [24/0743/TTCA](#) this was highlighted to Planning but as yet MPC have had no response.

ACTION: forward communication to Cllr Hart for follow up.

- d) [24/0706/TTPO](#) | **Proposal:** T1-T9: Sycamores - Crown lift to 2.4 meters from ground level and clear building by 2 meters | **Site address:** Building 3 Whiting Way Melbourn Cambridgeshire SG8 6NA | *MPC: No comment*

Decision: Tree application permitted (15 Aug 2024)

It was noted.

- e) [23/03958/FUL](#) | **Proposal:** Demolition of existing industrial units and replaced with modern industrial units of the same area | **Site address:** Land At Holland Hall Yard Royston Road Melbourn Royston Herts SG8 6DH |

MPC: No comment

Decision: Application permitted (21 Aug 2024)

It was noted.

- f) [24/0743/TTCA](#) | **Proposal:** 1 Sycamore Tree in rear garden. Client would like to have a tree removed from their garden as it is overgrown and hanging into neighbouring property. | **Site address:** 139 High Street Melbourn Cambridgeshire SG8 6AR |

MPC: Emailed re duplication of application (one for reduce spread and one to remove) Requested clarification from Trees Officer.

Decision: No objection (19 Aug 2024)

It was noted and discussed as part of item PL043/24c).

PL044/24 To note the following applications for tree work:

- a) [24/0902/TTPO](#) | **Proposal:** G.1 - Maple group of 2x trees. - Shorten lateral growth over garden end roadway by 2.5M back to suitable, healthy twig growth or suitable union | **Site address:** 5 New Road Melbourn Cambridgeshire SG8 6BX | (Deadline to comment 16/09/24)

It was RESOLVED to support no comment.

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

- b) [24/0923/TTCA](#) | **Proposal:** G.2 - Lawson Cypress, Crab Apple, Laurel - Cut back overhang to boundary by approx. shortening lateral growth by 1.5M | **Site address:** Brantwych 5 New Road Melbourn Cambridgeshire | (Deadline to comment 16/09/24)

It was RESOLVED to support no comment.

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

PL045/24 Planning Applications:

- a) [24/03015/FUL](#) | **Proposal:** Conversion of existing Double Garage into Accommodation. | **Site address:** 8 Water Lane Melbourn Cambridgeshire SG8 6AY | (Deadline to comment 11/09/24)

It was RESOLVED to support no comment.

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

- b) [24/02082/FUL](#) (AMENDMENT) | **Proposal:** Change of use and conversion of agricultural buildings to 4 x dwellings, demolition of two agricultural buildings and erection of new dwelling. | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire | (Deadline to comment 09/09/24)

Previous comments:

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.*

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 Hart, seconded by Cllr Alexander. All in favour.

- c) [24/03291/S73](#) (CONDITION CHANGE) | **Proposal:** S73 to vary conditions 2 (Approved plans), 3 (Archaeology) and 31 (Obscure Glazing) of planning permission 22/04904/FUL (Demolition of existing commercial unit and erection of 2 no. new build residential units) increased depth of rear extensions,

revised internal layouts, changes to fenestration, Plot 1 moved back on the site and garage added and to allow demolition of building prior to archaeological investigations. | **Site address:** 4 Station Road Melbourn Cambridgeshire SG8 6DX | (Deadline to comment 24/09/24)

Relevant application: [22/04904/FUL](#)

Previous comments: *Support the application with the following comments:- All vehicles in relation to the site must park within the boundaries of site during the development as it is not safe to park on the road- The leylandii hedge should be removed and replaced with a mixed species native hedge as in the original proposals. If the current leylandii hedge were cut to hedge level this would leave only tree trunks with no hedge effect.*

It was RESOLVED to support highlighting the conditions that Highways have placed on the application.

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

PL046/24 Correspondence

- a) To consider request for engagement with Mole Architects re Cambridge Building Society redevelopment.

It was RESOLVED to accept the request for Mole Architects to present their plans for the Cambridge Building Society site at the Parish Council meeting on 21 October 2024.

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

- b) To receive any updates and consider actions.

None received.

PL047/24 Land Transfers

- a) To consider actions for completing Orchard Gardens remedial works to enable Greater Cambridge Planning certification.

It was RESOLVED to investigate the donation of 2 trees to replace the dead trees. If no donations can be found then it is RESOLVED to cover the cost of replacing the two trees to allow for certification to be completed.

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

PL048/24 To note the date of next meeting as **Monday 7 October 2024** at 7.30pm.

The date of the next meeting was noted as Monday 7 October 2024.

Meeting closed 20:14

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

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

Present: Cllrs Barnes, Clark, Hart, Kilmurray (Chair)
Absent: Cllrs Alexander, Wilson
In attendance: Abi Williams (Parish Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:31

PL027/24 To receive and approve apologies for absence

Apologies were received from Cllr Coulman and District Cllr Hales with acceptable reasons given. It was RESOLVED to accept apologies from Cllr Coulman and District Cllr Hales. Proposed by Cllr Hart, seconded by Cllr Clark. All in favour.

PL028/24 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

No declarations of interest declared.

PL029/24 To approve the minutes of the Planning Committee Meeting on 8 July 2024

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

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

PL030/24 To report back on the minutes of the Planning Committee Meetings on 8 July 2024

Nothing to report.

PL031/24 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)

No members of the public present.

PL032/24 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [22/01913/CONDB](#) | **Proposal:** Submission of details required by conditions 4 (surface water and foul water), 11 (hard and soft landscaping) and 12 (vehicular parking) of planning permission 22/01913/FUL | **Site address:** Land To The Rear Of 151 To 155 High Street Melbourn Cambridgeshire SG8 6AT | *MPC: No comment*
Decision: Discharge condition in full (01 Jul 2024)
It was noted.
- 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 | *MPC: Support no comment*
Decision: Application permitted (03 Jul 2024)
It was noted.
- c) [24/01463/HFUL](#) | **Proposal:** First floor side extension with render. | **Site address:** 3 The Lawns Close Melbourn Cambridgeshire SG8 6DR | *MPC Comment: Support no comment*
Decision: Application permitted (17 Jul 2024)
It was noted.
- d) [24/0601/TTCA](#) | **Proposal:** T5 - Cherry - Fell to ground level | **Site address:** 8 Moat Lane Melbourn Cambridgeshire SG8 6EH |
MPC: Council OBJECT to the felling of this tree under the following grounds:
** There does not appear to be a site line issue.*
** The tree looks perfectly healthy and no report has been provided to indicate otherwise.*

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

* As the tree is within a conservation area could consideration be taken to reduce the size of the tree rather than fell.

Decision: No objection (23 Jul 2024)

It was noted.

- e) [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 | *MPC: Support no comment*

Decision: Application permitted (31 July 2024)

It was noted.

PL033/24 To note the following applications for tree work:

- a) [24/0706/TTPO](#) | **Proposal:** T1-T9: Sycamores - Crown lift to 2.4 meters from ground level and clear building by 2 meters | **Site address:** Building 3 Whiting Way Melbourn | (Deadline to comment 26/07/24) *No objections received before meeting*

It was noted.

- b) [24/0743/TTCA](#) | **Proposal:** 1 Sycamore Tree in rear garden. Client would like to have a tree removed from their garden as it is overgrown and hanging into neighbouring property. | **Site address:** 139 High Street Melbourn Cambridgeshire | (Deadline to comment 09/08/24)

Objections raised and shared with Planning – communication to be found in supporting documents.

It was noted that objections to the application had been raised as it appears that two applications for work to the same tree have come in from different parties. It was confirmed that the Tree Officer would raise this concern and follow up.

PL034/24 Planning Applications:

- a) INFORMATION ONLY [24/01688/NMA1](#) | **Proposal:** Non material amendment on application 24/01688/HFUL for amendment to a first floor extension flat roof from the previous pitched roof due to existing solar panel constraints. | **Site address:** 52 Medcalfe Way Melbourn Cambridgeshire SG8 6HU |

It was noted that this INFORMATION ONLY application has been granted permission.

PL035/24 Correspondence

- a) To discuss enquiry about land that is not being maintained on Rosemary Place – initial response sent to resident.

Evidence of land ownership could not be concluded. It was noted that this strip of land creates a useful green barrier between Rosemary Place and Victoria Way. ACTION: Office to communicate with original land owner and investigate land register and title plan details of properties in the area to try and ascertain ownership.

- b) To note Thriplow and Heathfield Neighbourhood Plan Public Consultation is open.

It was noted.

PL036/24 Compliance updates: To consider any compliance updates received since last meeting

- a) Issue with height of front garden fencing causing sight line obstruction to highway. Resident with no internet access requested Parish to report. Compliance team confirmed investigation.

It was noted.

PL037/24 To note the date of next meeting as Monday 9 September 2024 at 7.30pm and to note the move of future meeting date from 6 January 2025 to 20 January 2025.

The date of the next meeting was noted as Monday 9 September 2024.

Meeting closed 19:46

Previous comments:

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.

Email response to AMENDMENT application

Cllr 1 - I would vote to keep the objection as previously stated. The amendment does nothing to resolve or mitigate our concerns.

Cllr 2 - I believe we all voted against this. I am still of the same view no change to my earlier decision. I agree with Cllr 1.

Cllr 3 – I agree.

Cllr 4 – I agree.

Email from Mole Architects, 2 September 2024

To whom it concerns,

I hope this email finds you well. I am contacting you on behalf of our client The Cambridge Building Society . The Cambridge Building Society are seeking to redevelop their property on 19-21 Station Road, Melbourn, SG8 6DX with a view to provide a form of affordable housing that would enable local people to get onto the housing ladder. We wish to engage with the Parish Council to get your feedback on the proposed scheme and the location of the Building Society branch within the village. We would really like to get your input early in the process, ahead of us applying for any planning application.

I see on your Parish Council website that you have several meetings coming up in October – would it be possible to present the scheme to your committee at your Monday October 21st meeting ?

Could you please let me know if you would require any information to be provided ahead of presenting at one of your meetings, and if there are deadlines for sending information to you?

Look forward to hearing from you,



Best wishes,

Xxxx Xxxxx

Senior Architect

Passive House Designer

16 August – Greater Cambridge Planning issued list of remedial works needed to Orchard Gardens to allow them to sign off planning conditions.

<p>1</p>	<p>1no. Betula Pendula ‘Obelisk’ and 1no. Carpinus betulus ‘Frans Fontaine’ trees were found to be dead within the LAP area of the site.</p>  <p>Please refer to the remedial works plan for the location(s) of identified dead specimens.</p>	<p>All failed tree(s) should be replaced/ planted at earliest opportunity, within the next growing season (from October 2024 – March 2025)</p> <p>Ensure that the ground is suitably prepared for planting and that the tree(s) / hedges(s) are fitted with suitable strimmer guards and support stakes, as per the approved landscape specification details.</p>
<p>2</p>	<p>At the time of the visit the playground embankment and slide were fenced off, being unmaintained and not usable as a play feature.</p>  <p>Please refer to the remedial works plan for the location(s) of identified dead specimens.</p>	<p>Please resolve the issues and make this area available/ operational as a play feature inc. removing the temporary fence.</p>

On speaking to our Solicitors it is suggested that Stonebond COULD be held responsible for the works to be carried out as transfer has not yet taken place. However, due to MPC agreeing the terms of work to date and the minimal costs for remedial works (£150approx for trees) it is proposed that MPC cover the cost for the reinstatement of the 2 x trees and to clear and make usable the play area.