



🏠 **Melbourn Parish Council**
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

👤 Abi Williams, Clerk
👤 Alex Coxall, Deputy Clerk
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15 January 2025

Dear Councillor

You are hereby summoned to attend a meeting of the **Planning Committee** to be held in the Austen Room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ on Monday 20 January 2025 at 7.30pm for the purpose of transacting the following business:

Dear District Councillor Hales

You are invited to attend a meeting of the **Planning Committee** to be held in the Austen Room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ on Monday 20 January 2025 at 7.30pm for the purpose of transacting the following business:

To Members of the Public and Press

You are invited to attend a meeting of the **Planning Committee** to be held in the Austen Room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ on Monday 20 January 2025 at 7.30pm for the purpose of transacting the following business:

Abi Williams

Clerk to the Parish Council

PLANNING COMMITTEE: AGENDA

PL082/25 To receive and approve apologies for absence

PL083/25 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

PL084/25 To approve the minutes of the Planning Committee Meeting on 9 December 2024

PL085/25 To report back on the minutes of the Planning Committee Meetings on 9 December 2024

PL086/25 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)

PL087/25 Decision Notices: To receive any Decision notices issued since last meeting.

- a) [24/1227/TTCA](#) | **Proposal:** Laylandii - The works we are applying for are - CONIFER HEDGE - height is 6m we would like to remove 1-1.5m from the top the whole way around. The sides are heavily overgrown - so we will only be taking back as far as the growth is 0.5m. | **Site address:** 27 High Street Melbourn Cambridgeshire SG8 6EB | *MPC Comment: No comment*
Decision: No objection (2 Dec 2024)
- b) [24/04268/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for single storey rear extension and conversion of existing integral garage into habitable living space. | **Site address:** 33 The Lawns Melbourn Cambridgeshire SG8 6BA | *MPC Comment: No comment*
Decision: Certificate granted (12 Dec 2024)
- c) [24/03780/FUL](#) | **Proposal:** Change of use from Use Class B1 (restricted to named operator), B2, or B8, to Use Class E(g)(ii), B2 or B8 to permit pharmaceutical R&D, manufacturing and associated storage | **Site address:** Saxon House 8 Saxon Way Melbourn Cambridgeshire SG8 6DN | *MPC Comment: Support no comment*
Decision: Application permitted (11 Dec 2024)
- d) [24/04120/HFUL](#) | **Proposal:** Single storey rear extension and alterations to fenestration | **Site address:** 29 The Moor Melbourn Cambridgeshire SG8 6ED | *MPC Comment: Support no comment*
Decision: Application permitted (18 Dec 2024)

- e) [24/04121/LBC](#) | **Proposal:** Single storey rear extension, alterations to fenestration and alterations to kitchen bresummer, stud wall and door | **Site address:** 29 The Moor Melbourn Cambridgeshire SG8 6ED | *MPC Comment: Support no comment*
Decision: Application permitted (18 Dec 2024)
- f) [24/04224/HFUL](#) | **Proposal:** Erection of a two storey rear and side extension together with 2 No Juliet balconies to the rear first floor elevation, roof extension with 3 No. dormer windows to front and application of timber cladding and render to elevations. | **Site address:** Ackenfield Royston Road Melbourn Cambridgeshire SG8 6DG | *MPC Comment: Support no comment*
Decision: Application permitted (20 Dec 2024)
- g) [24/1287/TTCA](#) | **Proposal:** T1 - Robinia - Crown reduce by 30% (3M in height and 1.5M in lateral growth) crown raise to 3M from floor level. Suitable growth left to retain a well balanced tree. | **Site address:** 1 The Moor Melbourn Cambridgeshire SG8 6ED | *MPC Comment: Support no comment*
Decision: No objection (23 Dec 2024)
- h) [24/1261/TTPO](#) | **Proposal:** T.1 Sycamore - Reduce height by 3M (back to previous cuts) achieving a 30% crown reduction leaving suitable growth of a twig bearing structure to retain a natural shape. The tree has pre historically been cut multiple times in the past to control the size of the canopy being in close proximity to the house and overhanging the neighbouring front garden. Cuts to be made at the previous cut points (not lower than previous). | **Site address:** 20 The Lawns Melbourn Cambridgeshire SG8 6BA | *MPC Comment: No comment*
Decision: Tree application permitted (23 Dec 2024)
- i) [24/1225/TTPO](#) | **Proposal:** T1 - Sycamore (Mature) - Crown reduction of up to 3metres to suitable growth points. All pruning to match BS3998. T2 - Sycamore - Crown Reduction of up to 2 metres to suitable growth points. All pruning to meet BS3998. | **Site address:** 24 The Lawns Melbourn Cambridgeshire SG8 6BA | *MPC Comment: No comment*
Decision: Tree application permitted (23 Dec 2024)
- j) [24/1354/TTPO](#) | **Proposal:** T1 - Sycamore - 5-meter crown raise T2 - Hawthorn - Reduce crown back by 1 meter on the boundary - It has started to hang the over parked vehicles. T3 - Sycamore - Crown lift to 5 meters above ground level - This is to allow better clearance for vehicles | **Site address:** Building 3 Whiting Way Melbourn Cambridgeshire SG8 6NA | *MPC Comment: Support no comment*
Decision: Tree application permitted (03 Jan 2025)
- k) [24/1376/TTCA](#) | **Proposal:** T3 - Reduce crown height by 50% with the Ivy to be severed and pulled from the trees. Remove individual branches obstructing delivery van entrance to the west of the site. Tree to become 6.5m high. T4- Reduce crown height by 50% with the Ivy to be severed and pulled from the trees. Remove individual branches obstructing delivery van entrance to the west of the site. Tree to become 6.5m high. T5- Reduce crown height by 50% with the Ivy to be severed and pulled from the trees. Remove individual branches obstructing delivery van entrance to the west of the site. Tree to become 8.75m high. G1- Reduce crown height by 50% with the Ivy to be severed and pulled from the trees. Remove individual branches obstructing delivery van entrance to the west of the site. Tree to become 8.75m high | **Site address:** 15-19 Bank And Premises Station Road Melbourn Cambridgeshire (Cambridge Building Society) | *MPC Comment: Support no comment*
Decision: Application withdrawn (9 Jan 2025)
- l) [24/04462/HFUL](#) | **Proposal:** Single storey side and first floor side extensions. | **Site address:** 37 Armingford Crescent Melbourn Cambridgeshire SG8 6NG | *MPC Comment: Support no comment*
Decision: Application permitted (6 Jan 2025)
- m) [24/1406/TTCA](#) | **Proposal:** T1 - Holly x6.5ms in height: reduce height to 3ms. T2 - Yew x11.5ms in height: reduce height by 4.5ms and laterals by 2.5ms, leaving Yew at approximately 7ms in height. | **Site address:** 25 Station Road Melbourn Cambridgeshire SG8 6DX | *MPC Comment: Support no comment*
Decision: No objection (9 Jan 2025)

PL088/25 To note the following applications for tree work:

- a) [24/1423/TTPO](#) | **Proposal:** T1: 13.7 meters Lime tree - to undergo a crown reduction and thinning by 20% (2.7-meters). This tree was last worked on (approximately five years ago) and has grown back unevenly. This work will restore it towards previous cut points, leaving it healthy and balanced.
The proposed work will be to maintain the appropriate size for this tree given it's proximity to the house, letting more light into the property and garden to allow other planting to thrive. | **Site address:** 27 The Lawns Melbourn Cambridgeshire | (Deadline to comment 7 Jan 2025) *No objection from email.*
- b) [24/1455/TTCA](#) | **Proposal:** T1 Sycamore - Reduce branches overhanging thatched roof by up to 4ms. T2 Alder - Reduce branches overhanging thatched roof by up to 4ms. T3 Apple - Crown reduce by up to 3ms. | **Site address:** 96 High Street Melbourn Cambridgeshire | (Deadline to comment 13 Jan 2025) *No objection from email.*
- c) [25/0006/TTCA](#) | **Proposal:** T.1 Robinia - fell to ground level due to decay in the lower stem. Bark is falling from the trees and is exposing rot. | **Site address:** 91 High Street Melbourn Cambridgeshire | (Deadline to comment 28 Jan 2025)
- d) [25/0035/TTCA](#) | **Proposal:** 1 Silver birch - thin, reducing inner canopy and branches growing towards nearby windows by 30% overall. | **Site address:** 24 Mortlock Street Melbourn Cambridgeshire SG8 6DB | (Deadline to comment 3 Feb 2025)

PL089/25 Planning Applications:

- a) [23/02556/FUL](#) | **Proposal:** Conversion of a redundant agricultural barn into one dwelling and change of use of agricultural land to residential curtilage, following the granting of Class Q at New Farm, Melbourn. | **Site address:** New Farm Royston Road Melbourn | (Deadline to comment 22 Jan 2025)
- b) [24/04648/FUL](#) | **Proposal:** Erection of a timber fence. | **Site address:** Hillside Farm Newmarket Road Melbourn | (Deadline to comment 10 Jan 2025 – extension requested, unconfirmed)
- c) [24/04687/HFUL](#) | **Proposal:** Single storey rear extension. | **Site address:** 3 Clover Way Melbourn Cambridgeshire | (Deadline to comment 22 Jan 2025)
- d) [24/04821/SCRE](#) | **Proposal:** EIA Screening Opinion under the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 for a proposed solar farm and battery energy storage system development. | **Site address:** Land South Of Muncneys Farm London Way Melbourn Cambridgeshire SG8 6DJ | (Deadline to comment 22 Jan 2025)
- e) [24/04616/FUL](#) | **Proposal:** Change of use of part of ground floor to the rear of the building to exercise studio (Use Class E(d)), use of existing exercise studio as a cafe (Use Class E(b)). | **Site address:** 28 Melbourn Parish Council Offices Station Road Melbourn Cambridgeshire SG8 6DX | (Deadline to comment 28 Jan 2025)
- f) INFORMATION ONLY [22/04904/NMA1](#) | **Proposal:** Non material amendment on application 22/04904/FUL for addition of a single window to living room of Plot 2 (west elevation). | **Site address:** 4 Station Road Melbourn Cambridgeshire SG8 6DX |
- g) INFORMATION ONLY [22/03291/CONDA](#) | **Proposal:** Submission of details required by conditions 3 (written scheme of investigation), 4 (arboricultural method statement and tree protection strategy), 6 (construction environmental management plan), 11 (contamination), 14 (traffic management plan) and 23 (water efficiency specification) of planning permission 24/03291/S73. | **Site address:** 4 Station Road Melbourn Cambridgeshire SG8 6DX |

PL090/25 To note following street works / TTRO notices

- a) Medcalfe Way, alternative route via Palmers Way – Clear Crescent – New Road – Orchard Road and vice versa. 27 January – 31 January 2025.

PL091/25 To note the date of next meeting as **Monday 10 February 2025 at 7.30pm**