



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

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

A meeting of the Planning Committee held on Monday 10 March 2025 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 19:31

PL103/25 To receive and approve apologies for absence

Apologies received from Cllr Hart with acceptable reasons given.
It was RESOLVED to accept apologies of absence from Cllr Hart.
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.

PL104/25 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

None received.

PL105/25 To approve the minutes of the Planning Committee Meeting on 10 February 2025

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 10 February 2025 as an accurate record.
Proposed by Cllr Wilson, seconded by Cllr Barnes. All in favour.

PL106/25 To report back on the minutes of the Planning Committee Meetings on 10 February 2025

Nothing to report.

PL107/25 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)

No members of the public were present.

PL108/25 Decision Notices: To receive any decision notices issued since last meeting.

- a) [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 SG8 6AA | *MPC Comment: No objection*
Decision: No objection (6 February 2025)
The decision was noted.
- b) [24/04687/HFUL](#) | **Proposal:** Single storey rear extension. | **Site address:** 3 Clover Way Melbourn Cambridgeshire SG8 6FW | *MPC Comment: Support no comment.*
Decision: Application permitted (7 February 2025)
The decision was noted.
- c) [24/03291/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 | *MPC Comment: No comment*

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

Decision: Split decision (13 February 2025)

The decision was noted.

- d) [24/04648/FUL](#) | **Proposal:** Erection of a timber fence. | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire SG8 7LZ | *MPC Comment: It was RESOLVED to object inline with concerns as raised by Highways (Concerns that the current proposal does not provide adequate inter-visibility between the users of the property access and the existing public highway for the safety and convenience of users of the highway and for access).*
Decision: Application permitted (10 February 2025)
The decision was noted.
- e) [25/00025/PRIOR](#) | **Proposal:** Erection of a grain store for the storage and separation of various crops. | **Site address:** Land Adjacent To Garden Centre Cambridge Road Melbourn Cambridgeshire SG8 6RB | *MPC Comment: No comment*
Decision: Prior approval refused (10 February 2025)
The decision was noted.
- f) [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 | *MPC Comment: No objection*
Decision: No objection (14 February 2025)
The decision was noted.
- g) APPLICATION WITHDRAWN: [24/03015/FUL](#) | **Proposal:** Conversion of existing Double Garage into Accommodation. | **Site address:** 8 Water Lane Melbourn Cambridgeshire SG8 6AY |
The decision was noted.
- h) [25/0057/TTCA](#) | **Proposal:** T1 - Prunus - Reduce spread on all sides by up to 2m and shape into remainder of canopy, retaining height. T2 - Beech - Reduce height and spread on all sides by up to 2.5m, down to previous reduction points. | **Site address:** 9 Drury Lane Melbourn Cambridgeshire SG8 6EP | *MPC Comment: No comment*
Decision: No objection (17 February 2025)
The decision was noted.
- i) [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 Station Road Melbourn Cambridgeshire SG8 6DX | *MPC Comment: Support no comment*
Decision: Application permitted (24 February 2025)
The decision was noted.

PL109/25 To note the following applications for tree work:

- a) [25/0147/TTCA](#) | **Proposal:** T1,T2,T3 & T4 - Ash - Fell to ground level. | **Site address:** 44 High Street Melbourn Cambridgeshire | (Deadline to comment 4 Mar 2025) *No objection from email.*
No objection.
- b) [25/0137/TTCA](#) | **Proposal:** T1 - Shrub – Remove, T2 - Shrub Reduce by 1 metre, T4 Box Elder – Remove, T5 Mahonia - Reduce by 1.5metres, T6 Holly - Reduce by 1 metre | **Site address:** 2 Meadow Way Melbourn Cambridgeshire | (Deadline to comment 5 Mar 2025) *No objection from email.*
No objection.
- c) [25/0201/TTCA](#) | **Proposal:** T.1 Beech - Crown reduce the height by 3M and lateral branches by 2.5M (back to suitable twig growth). | **Site address:** 66 High Street Melbourn Cambridgeshire SG8 6AJ | (Deadline to comment 13 Mar 2025) *No objection from email.*
No objection.
- d) [25/02028/TTPO](#) | **Proposal:** T.1 Plum - Crown reduce height by 2M and lateral growth by 1.5M to increase light to the rear garden. G.2 - Plum group - Cut back lateral growth from neighbouring Plum trees (trees are located in Elm way woodland area) to the boundary. This has previously been done and the regrowth is approx 1.5M of overhang to cut back. No height reduction. | **Site address:** 6 New Road Melbourn Cambridgeshire | (Deadline to comment 17 Mar 2025) *No objection from email.*
No objection.

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

PL110/25 Planning Applications:

- a) INFORMATION ONLY [23/02556/CONDA](#) | **Proposal:** Submission of details required by condition 7 (materials) of planning permission 23/02556/FUL | **Site address:** New Farm Royston Road Melbourn Cambridgeshire SG8 6DH |
It was noted.
- b) [25/00471/HFUL](#) | **Proposal:** Installation of new gates in the rear garden at the existing access to Chapel Lane. | **Site address:** 91 High Street Melbourn Cambridgeshire | (Deadline to comment: 12 Mar 2025)
It was RESOLVED to support no comment.
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.
- c) [25/00580/ADV](#) | **Proposal:** Installation of 1 No. externally illuminated projecting/hanging sign, 2 No. externally illuminated Fascia signs, 2 No. non illuminated Fascia Signs, 4 No. externally illuminated replacement corex panels to existing V shaped post sign and 2 No. externally illuminated replacement corex panels to existing post sign. | **Site address:** 105 High Street Melbourn Cambridgeshire (The Dolphin) | (Deadline to comment: 19 Mar 2025)
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Wilson. All in favour.

PL111/25 Permanent Traffic Regulation Order

- a) To consider permanent traffic regulation order PR1107 in relation to [Melbourn Greenway](#) scheme as issued 3 March 2025. Comment to be made by 24 March 2025.
Updates to Melbourn Greenway scheme were discussed and traffic regulation order was noted.

PL112/25 Land transfer

- a) Update on transfer of LEAP, LAP and residential open space land from Hopkins Homes.
It was noted that Cllrs Barnes, Clark and Kilmurray had inspected the area and a report of works required would be presented to Full Council and sent to the developers for consideration.

PL113/25 Correspondence

- a) To note correspondence from Greater Cambridge Shared Planning in relation to Greater Cambridge Site Submission Update.
It was noted.

PL113/25 To note the date of next meeting as **Monday 7 April 2025** at 7.30pm

The date of the next meeting was noted as Monday 7 April. Consideration will be taken by Full Council to move the start time of Planning Committee Meetings to 8pm.

Meeting closed 19:45