



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

👤 Abi Williams, Clerk
👤 Alex Coxall, Deputy Clerk
✉ parishclerk@melbournparishcouncil.gov.uk
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3 July 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 Wednesday 9 July 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 Wednesday 9 July 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 Wednesday 9 July 2025 at 7.30pm for the purpose of transacting the following business:

Abi Williams

Clerk to the Parish Council

PLANNING COMMITTEE: AGENDA

PL018/2526 To receive apologies for absence

PL019/2526 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

PL020/2526 To approve the minutes of the Planning Committee Meeting on 9 June 2025

PL021/2526 To report back on the minutes of the Planning Committee Meetings on 9 June 2025

PL022/2526 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)

PL023/2526 Welcome Cllr Dr Tumi Hawkins, Chair of Joint Local Planning Advisory Group

PL024/2526 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [25/01470/HFUL](#) | **Proposal:** Enclose a single bay of an existing 3 bay car port for use as an additional workshop space. | **Site address:** 25 Station Road Melbourn Cambridgeshire SG8 6DX |
MPC Comment: Support no comment
Decision: Application permitted (13 June 2025)
- b) [25/01742/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for a single storey rear extension. |
Site address: 72 High Street Melbourn Cambridgeshire SG8 6AJ |
MPC Comment: No comment
Decision: Certificate granted (26 June 2025)
- c) [25/01576/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for replacement of existing wooden sheds for a new concrete shed. | **Site address:** 1 Mortlock Close Melbourn Cambridgeshire SG8 6DA |
MPC Comment: No comment
Decision: Certificate granted (26 June 2025)
- d) [25/01464/HFUL](#) | **Proposal:** Single storey side extension. | **Site address:** Bridgefoot Farm, Fledgling Barn Barley Road Flint Cross Great and Little Chishill Cambridgeshire SG8 7PU |
MPC Comment: Support no comment (with a note to pass to Great & Little Chishill Parish)
Decision: Certificate granted (4 June 2025)
- e) [25/01320/PRIOR](#) | **Proposal:** Demolition of existing single storey side extension and rear extension, and construction of additional storey over the main/original dwelling footprint with pitched roof and additional

front and rear windows. | **Site address:** 12 Rose Lane Melbourn Cambridgeshire SG8 6AD |
MPC Comment: Complaint raised – consideration taken and reported after decision date.
Decision: Prior approval not required (6 June 2025)

- f) [25/0428/TTCA](#) | **Proposal:** T1 - Picea Abies - Fell. | **Site address:** 33 High Street Melbourn Cambridgeshire SG8 6DZ |
MPC Comment: No objection
Decision: Application permitted (5 June 2025)

PL025/2526 To note the following applications for tree work:

- a) [25/0564/TTPO](#) | **Proposal:** T1 - Holly - Crown reduce the height by 2M and prune sides by 0.5M. | **Site address:** 3 Garden End Melbourn Cambridgeshire | (Deadline to comment: 4 July 2025) *No objection from email.*
- b) [25/0565/TTPO](#) | **Proposal:** T1 - Horse Chestnut - Reduce lateral overhang into no.3 garden only by 1.5M to reduce debris falling into the garden on the new patio. | **Site address:** 4 Garden End Melbourn Cambridgeshire | (Deadline to comment: 4 July 2025) *No objection from email.*
- c) [25/0617/TTPO](#) | **Proposal:** T1 - Sycamore - Crown reduce the height of the tree by 2M and reduce the lateral spread by 2M to achieve an approx. 30% crown reduction whilst retaining a healthy framework of twig growth. Reason - The tree is casting a shadow over the front of the property causing light issues and debris issues. This will help with light and debris whilst retaining the tree to a more suitable shape and size. | **Site address:** 4 Back Lane Melbourn Cambridgeshire SG8 6DD (Tree owned by 17 The Lawns) | (Deadline to comment: 18 July 2025) *No objection from email.*

PL026/2526 Planning Applications:

- a) INFORMATION ONLY [25/01576/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for replacement of existing wooden sheds for a new concrete shed. | **Site address:** 1 Mortlock Close Melbourn Cambridgeshire SG8 6DA |
- b) INFORMATION ONLY [25/02244/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for the enlargement of the existing dropped kerb. | **Site address:** 2 Norgetts Lane Melbourn Cambridgeshire |
- c) INFORMATION ONLY [23/02556/CONDB](#) | **Proposal:** Submission of details required by conditions 3 (hard and soft landscape works), 4 (biodiversity enhancement), 5 (lighting design strategy for biodiversity), 6 (cycle parking and on site storage of waste), 8 (carbon emissions) and 10 (verification report) of planning permission 23/02556/FUL | **Site address:** New Farm Royston Road Melbourn Cambridgeshire SG8 6DH |
- d) INFORMATION ONLY [24/03291/CONDB](#) | **Proposal:** Submission of details required by conditions 7 (surface water drainage scheme), 8 (surface water drainage system), 9 (biodiversity net gain plan), 11(c) (remediation method statement), 15 (hard and soft landscape works), 24 (energy statement), 26 (roof materials and ridge, eaves and hip), 27 (materials) and 29 (boundary treatments) of planning permission 24/03291/S73 | **Site address:** 4 Station Road Melbourn Cambridgeshire SG8 6DX |
- e) INFORMATION ONLY [24/04121/CONDA](#) | **Proposal:** Submission of details required by condition 4 (Roof Details) and 5 (Joinery Details) of listed building consent 24/04121/LBC | **Site address:** 29 The Moor Melbourn Cambridgeshire SG8 6ED |
- f) [25/01554/HFUL](#) | **Proposal:** Repositioning of a portion of the existing fence within the boundary of the property. | **Site address:** 24 Greengage Rise Melbourn Cambridgeshire SG8 6DS | (Deadline to comment: 11 July 2025)

PL027/2526 Land Transfer

- a) To receive completed Land Registry documentation for strategic green buffer at Hopkins Homes.
- b) To consider updated report on LAP and LEAP for transfer at Hopkins Homes.

PL028/2526 Street Works

- a) To note ongoing concern and receive an update with regard to TTRO 25-1080 (Closures along New Road).

PL029/2526 Correspondence

- a) Consider concern and consider actions to concern that works are taking place on land at Grinnel Hill / London Way.

PL030/2526 To note the date of the next meeting as **Wednesday 13 August 2025** at 7.30pm.