



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

👤 Abi Williams, Clerk
👤 Alex Coxall, Deputy Clerk
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7 August 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 13 August 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 13 August 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 13 August 2025 at 7.30pm for the purpose of transacting the following business:

Abi Williams

Clerk to the Parish Council

PLANNING COMMITTEE: AGENDA

PL031/2526 To receive apologies for absence

PL032/2526 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

PL033/2526 To approve the minutes of the Planning Committee Meeting on 9 July 2025

PL034/2526 To report back on the minutes of the Planning Committee Meetings on 9 July 2025

PL035/2526 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)

PL036/2526 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [25/01314/HFUL](#) | **Proposal:** Installation of air source heat pump. | **Site address:** 13 Piggott Close Melbourn Cambridgeshire SG8 6GL |
MPC Comment: Support no comment
Decision: Application permitted (1 July 2025)
- b) [25/02059/HFUL](#) | **Proposal:** Part single storey, part two storey side extension and front porch extension. | **Site address:** 16 Orchard Road Melbourn Cambridgeshire SG8 6HR |
MPC Comment: Support no comment
Decision: Granted permission (7 July 2025)
- c) [24/02082/NMA1](#) | **Proposal:** Non material amendment on application 24/02082/FUL for new patio door to replace approved window, inclusion of solar panels and air source heat pump. | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire SG8 7LZ |
Decision: Application permitted (9 July 2025)
- d) [25/0392/TTPO](#) | **Proposal:** T1 - MATURE BEECH x 6ms high and 1.75ms from front of property - Remove Reason - Causing structural damage to bay window, indicative from external cracking around window and side aspect and dislodgement of mortar and movement of window sill and bay window asphalt roofing, despite being regularly pruned. | **Site address:** 12 The Lawns Melbourn Cambridgeshire SG8 6BA |
MPC Comment: Concern raised by email to tree officer. Could the tree officer confirm that the tree is causing the damage. Council feel the tree should not be removed unless it has been determined as the cause of the damage to the house.

Decision: Permission granted (14 July 2025)

- e) [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 | **MPC Comment:** No comment
Decision: Discharge condition in full (25 July 2025)
- f) [25/02244/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for the enlargement of the existing dropped kerb. | **Site address:** 2 Norgetts Lane Melbourn Cambridgeshire SG8 6HS | **MPC Comment:** No comment
Decision: Certificate granted (1 August 2025)
- g) [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 | **MPC Comment:** No comment
Decision: Discharge condition in full (31 July 2025)
- h) [25/0564/TTPO](#) | **Proposal:** T1 - Holly - Crown reduce the height by 2M and prune sides by 0.5M. Reason - Re-shape tree and allow more light to the rear garden. | **Site address:** 3 Garden End Melbourn Cambridgeshire SG8 6HD | **MPC Comment:** No objection
Decision: Tree application permitted (28 July 2025)
- i) [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 SG8 6HD | **MPC Comment:** No objection
Decision: Tree application permitted (28 July 2025)

PL037/2526 To note the following applications for tree work:

- a) [25/0724/TTCA](#) | **Proposal:** T1: Rowan - Crown Reduction - Reducing the height and spread of the tree by up to 1 metre sympathetically to re balance the crown of the tree to allow more light into garden
T2: Lime (neighbours tree) - Reduce overhanging branches by up to 3 metres to prevent debris in garden and allow more light | **Site address:** 4 Lordship Drive Melbourn Cambridgeshire SG8 6EG | (Deadline to comment: 13 August 2025) *No objection from email.*

PL038/2526 Planning Applications:

- a) [25/02339/HFUL](#) | **Proposal:** Conservatory roof replacement and internal alterations. | **Site address:** 127A High Street Melbourn Cambridgeshire SG8 6AP | (Deadline to comment: 15 August 2025)
- b) [25/02747/FUL](#) | **Proposal:** Retrospective change of use of land to a hand car wash and the retention of ancillary structures and site hoardings | **Site address:** Melbourn Car Wash Cherry Park Industrial Estate Cambridge Road Melbourn | (Deadline to comment: 15 August 2025)
- c) [25/02748/HFUL](#) | **Proposal:** Single storey rear extension | **Site address:** 38 Clover Way Melbourn Cambridgeshire SG8 6FX | (Deadline to comment: 15 August 2025)
- d) [25/02834/HFUL](#) | **Proposal:** Single storey side extension to existing single storey detached garage to form semi enclosed Car Port. | **Site address:** 5 Trayles Melbourn Cambridgeshire | (Deadline to comment: 15 August 2025)
- e) [25/02739/FUL](#) | **Proposal:** Construction and operation of a 25MW solar photovoltaic farm and a 25MW Battery Energy Storage System (BESS) including access, fencing, CCTV, internal service tracks, ancillary equipment and scheme of landscaping for an operational lifespan of 40 years. | **Site address:** Land To The South Of Muncneys Farm London Way Melbourn | (Deadline to comment: 15 August 2025)
- f) **AMENDMENT** [25/02119/HFUL](#) | **Proposal:** Single storey side extension, part two storey and part single storey rear extension. Roof extension with front dormer windows and skylights to front and rear elevations and associated works. Increase of ridge and chimney height. | **Site address:** 12 Daffodil Close Melbourn Cambridgeshire SG8 6FZ | Previous comment: Support no comment (Deadline to comment: 19 August 2025)

PL039/2526 Land Transfer

- a) To receive completed Land Registry documentation for land at Rosemary Place.

PL040/2526 Street Works

- a) To note application 25-1466 (Beechwood Ave etc) and provide updates.
- b) To note application 25-1496 (Rose Lane) and provide updates.
- c) To note application 25-1494 (A10 speed restrictions) and provide updates.
- d) To note application 25-1608 (New Road) and provide updates.

PL041/2526 Correspondence

- a) To receive Planning Application Process document from Great Cambridge Shared Planning.
- b) To receive correspondence about planning application [25/02177/FUL](#) from Thriplow and Heathfield Parish Council and consider actions.

PL042/2526 To note the date of the next meeting as **Wednesday 10 September 2025** at 7.30pm.