



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

👤 **Abi Williams, Clerk**
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MELBOURN PARISH COUNCIL - PLANNING COMMITTEE
(District of South Cambridgeshire)

A meeting of the Planning Committee held on Wednesday 13 August 2025 at 19:30
in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Clark, Barnes, Alexander, Kyprianou, Redelinghuys

Absent:

In attendance: Alex Coxall (Deputy Clerk),

PLANNING COMMITTEE: MINUTES

Meeting started 19:30

In accordance with Melbourn Parish Council Standing Orders (3p) due to the Chair and Vice Chair not attending the meeting it was proposed that Cllr Clark chair the meeting.

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

PL031/2526 To receive apologies for absence

Apologies received from Cllrs Wilson, Hart, and Kilmurray with acceptable reasons given.

It was RESOLVED to accept apologies of absence from Cllrs Wilson, Hart, Kilmurray.

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

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

None received.

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

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 9 July 2025 as an accurate record.

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

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

Nothing to report.

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)

There were no members of the public present.

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)

The decision was noted.

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)

The decision was noted.

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

- 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)
The decision was noted.
- 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)
The decision was noted.
- 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)
The decision was noted.
- 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)
The decision was noted.
- 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)
The decision was noted.
- 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)
The decision was noted.
- 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)
The decision was noted.

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.*
It was RESOLVED to not object.

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

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)
It was RESOLVED to support no comment.
Proposed by Cllr Redelinghuys, seconded by Cllr Alexander. All in favour.
- 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)
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Redelinghuys. All in favour.
- c) [25/02748/HFUL](#) | **Proposal:** Single storey rear extension | **Site address:** 38 Clover Way Melbourn Cambridgeshire SG8 6FX | (Deadline to comment: 15 August 2025)
It was RESOLVED to support no comment.
Proposed by Cllr Alexander, seconded by Cllr Barnes. All in favour.
- 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)
It was RESOLVED to support no comment.
Proposed by Cllr Kyprianou, seconded by Cllr Alexander. All in favour.
- 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)
It was RESOLVED to support no comment.
Proposed by Cllr Redelinghuys, seconded by Cllr Barnes. All in favour.
- 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)
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Kyprianou. All in favour.

PL039/2526 Land Transfer

- a) To receive completed Land Registry documentation for land at Rosemary Place.
Documents received. ACTION: Raise an agenda item for the next Maintenance Committee meeting to discuss what Melbourn Parish Council will do with the land.

PL040/2526 Street Works

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

PL041/2526 Correspondence

- a) To receive Planning Application Process document from Great Cambridge Shared Planning.
Document received.

- b) To receive correspondence about planning application [25/02177/FUL](#) from Thriplow and Heathfield Parish Council and consider actions.

It was RESOLVED to respond to the application with objections:

- Odours emanating from the proposed site will cause air pollution in the same manner as the site near Baldock
- Site operations would cause additional traffic on the already busy A505 causing greater congestion
- Site would have a negative impact on the landscape, and result in loss of land
- The proposed site is too close in proximity to local businesses and communities
- Light and noise pollution emanating from the proposed site will have a negative impact on the lives of local residents
- The proposed site would have a negative impact on local wildlife and habitats

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

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

The date of the next meeting was noted as Wednesday 10 September 2025.

Meeting closed 20:36