



🏠 **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 Wednesday 10 September 2025 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Alexander, Barnes, Kilmurray, Kyprianou, Redelinghuys and Wilson

Absent:

In attendance: Abi Williams (Parish Clerk), two members of the public (MOP).

PLANNING COMMITTEE: MINUTES

Meeting started 19:30

PL043/2526 To receive apologies for absence

Apologies received from Cllrs Clark and Hart with acceptable reasons given.

It was **RESOLVED** to accept apologies of absence from Cllrs Alexander, Hart, Kyprianou and Wilson.

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

PL044/2526 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.

PL045/2526 To approve the minutes of the Planning Committee Meeting on 13 August 2025

It was **RESOLVED** to approve the minutes of the Planning Committee Meeting held on 13 August 2025 as an accurate record.

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

PL046/2526 To report back on the minutes of the Planning Committee Meetings on 13 August 2025

Nothing to report.

Two members of the public were present, attending in relation to item PL054/2526a). Chair altered agenda order to discuss item PL054/2526a).

PL054/2526 Correspondence

a) To note correspondence from resident about potential planning compliance issue.

Order of item altered by Chair.

MOP shared concern over the creation of a dog field at Grinnel Hill. No planning application or change of use certification has been submitted so the issue has not been reviewed by the Planning Committee.

Suitability of the single carriage byway with no passing places has been questioned. It was noted that the proposed entrance to the field is opposite a listed scheduled monument (Bowl Barrow, known as Grinnel Hill (1011719)).

It was decided to contact planning compliance questioning the works that have already taken place and raise concerns of the MOP and Committee.

Two MOPs left the meeting 19:41

PL047/2526 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)

MOPs left the meeting.

PL048/2526 Decision Notices: To receive any decision notices issued since the last meeting.

a) [25/01058/FUL](#) | **Proposal:** Conversion of existing Double Garage into Accommodation including Side Extension and additions to Fenstration. | **Site address:** 8 Water Lane Melbourn Cambridgeshire SG8 6AY | Application formally withdrawn.

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

The decision was noted.

- b) [25/02339/HFUL](#) | **Proposal:** Conservatory roof replacement and internal alterations. | **Site address:** 127A High Street Melbourn Cambridgeshire SG8 6AP |
MPC Comment: Support no comment.
Decision: Application permitted (18 August 2025)
The decision was noted.
- c) [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 |
MPC Comment: Support no comment.
Decision: Application permitted (19 August 2025)
The decision was noted.
- d) [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 |
MPC Comment: No objection
Decision: Application permitted (22 August 2025)
The decision was noted.
- e) [25/02748/HFUL](#) | **Proposal:** Single storey rear extension. | **Site address:** 38 Clover Way Melbourn Cambridgeshire SG8 6FX |
MPC Comment: Support no comment
Decision: Application permitted (26 August 2025)
The decision was noted.
- f) **APPEAL** [24/04289/HFUL](#) | **Proposal:** Two storey front and side, and single storey rear extensions with associated landscaping and drainage. New cladding to exterior and installation of PV solar panels. | **Site address:** 36 Medcalfe Way Melbourn Cambridgeshire SG8 6HU |
MPC Comment: It was resolved to partially SUPPORT the application as follows:
** Support the side and rear elements of the application*
** OBJECT to the front elevation due to out of keeping with the street scene and extending forward of the property line.*
Decision: Appeal allowed (27 August 2025)
The decision was noted.

PL049/2526 To note the following applications for tree work:

- a) [25/0844/TTCA](#) | **Proposal:** T4 - Beech approx 8ms in height - Reduce back to previous pruning points, equating to a reduction of 1.5ms regrowth, to leave shaped and balanced. | **Site address:** 2-4 Little Lane Melbourn | (Deadline to comment: 11 September 2025) *No objection from email.*
No objection.

PL050/2526 Planning Applications:

- a) [25/02534/S73](#) | **Proposal:** S73 to vary condition 3 of planning permission S/1902/14/FL (approved drawings amended by Section 73 ref. S/2289/15/FL) for Solar Farm and Associated Development - to extend the period of the lifetime of the asset for a further 10 years and 6 months. | **Site address:** Black Peak Farm London Road Melbourn Cambridgeshire SG8 7PJ | (Deadline to comment: 12 September 2025 – *extension granted*)
It was RESOLVED to support no comment.
Proposed by Cllr Wilson, seconded by Cllr Alexander. All in favour.
- b) [25/03202/FUL](#) | **Proposal:** Demolition of existing foyer and erection of a single storey front extension to create foyer/entrance. | **Site address:** Kingsway Golf Centre Cambridge Road Melbourn | (Deadline to comment: 24 September 2025)
It was RESOLVED to support no comment.
Proposed by Cllr Barnes, seconded by Cllr Alexander. All in favour.
- c) **INFORMATION ONLY** [25/03101/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for demolition of existing side porch, single storey rear extension and outbuildings. Single storey rear extension, front porch, freestanding cycle and bin store to side, installation of front hard surface, new window and door to

side elevation, new gated fence to side/front and rear patio. | **Site address:** 12 Rose Lane Melbourn Cambridgeshire SG8 6AD |

Application noted.

- d) **AMENDMENT** [25/0834/HFUL](#) | **Proposal:** Single storey side extension to existing single storey detached garage to form semi enclosed Car Port. | **Site address:** 5 Trayles Melbourn Cambridgeshire SG8 6PH | (Deadline to comment: 5 September 2025) *MPC resolved to support no comment on PL038/2526 – no material changes to application, location map corrected.*
Amendment noted.
- e) **INFORMATION ONLY** [25/05078/CONDB](#) | **Proposal:** Submission of details required by condition 3 (Details of External Materials) of Listed building consent [21/05078/LBC](#) (*MPC – support no comment*). | **Site address:** 10 High Street Melbourn Cambridgeshire SG8 6ER |
Application submission noted.

PL051/2526 Licensing

- a) To consider response to licensing notification of application for a premises licence variation at 105 High Street, The Dolphin. (Deadline to comment: 16 September 2025)
It was RESOLVED to support no comment.
Proposed by Cllr Wilson, seconded by Cllr Redelinghuys. All in favour.

PL052/2526 Street Works

- a) To note TTRO 25-1466 for Various Roads (Beechwood Avenue, Maple Way, Orchard Road) running 1 September 2025 – 28 February 2027 (1 September – 9 November 2025 anticipated works).
TTRO noted.
- b) To note TTRO 25-1494 for Melbourn Bypass A10 running 6 September 2025 – 5 March 2027 (6 September – 16 September 2025 anticipated works).
TTRO noted.
- c) To note application 25-1611 Station Road 'Intends Notice' for TTRO running 4 October 2025 – 3 April 2027 (4 October – 5 October 2025 anticipated works). (*Comments requested over email due to 28 August deadline*).
Intends notice noted with no comment.
- d) To note TTRO 25-1589 Various Roads (London Road) running 1 September 2025 – 28 February 2027. *Carriageway surface treatment and associated works.*
TTRO noted.
- e) To note TTRO 25-1496 Rose Lane running 1 September 2025 – 28 February 2027 (1 September – 3 September anticipated works).
TTRO noted. Works completed.
- f) To note TTRO 25-1608 New Road running 8 September 2025 – 7 March 2027 (8 September – 26 September anticipated works).
TTRO noted.

PL053/2526 Land transfer

- a) Update and consider actions on Hopkins Home LAP and LEAP handover.
It was noted that quotes were being gathered for costs for maintenance to required areas. Office to report back to committee and full council.

PL054/2526 Correspondence

- a) To note correspondence from resident about potential planning compliance issue.
Item order altered by chair. See above.

PL055/2526 To note the date of the next meeting as **Wednesday 8 October 2025** at 7.30pm.

The date of the next meeting was noted as Wednesday 8 October 2025.

Meeting closed 20:00