



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

👤 **Abi Williams, Clerk**
👤 **Alex Coxall, Deputy Clerk**
✉ parishclerk@melbournparishcouncil.gov.uk
☎ **01763 263303, ext 3**
🌐 melbournparishcouncil.gov.uk

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

A meeting of the Planning Committee held on Wednesday 10 December 2025 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Clark, Alexander, Redelinghuys

Absent: Cllr Hart

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 Redelinghuys, seconded by Cllr Alexander. All in favour

PL076/2526 To receive apologies for absence

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

It was **RESOLVED** to accept apologies of absence from Cllrs Kilmurray, Wilson, Kyprianou, Barnes.

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

PL077/2526 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.

PL078/2526 To approve the minutes of the Planning Committee Meeting on 12 November 2025

It was **RESOLVED** to approve the minutes of the Planning Committee Meeting held on 12 November 2025 as an accurate record.

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

PL079/2526 To report back on the minutes of the Planning Committee Meetings on 12 November 2025

Nothing to report.

PL080/2526 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.

PL081/2526 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [25/1042/TTPO](#) | **Proposal:** T1 Maple - Fell to ground level. | **Site address:** Brantwych 5 New Road Melbourn Cambridgeshire SG8 6BX |
Decision: Tree application permitted (17 November 2025)
The decision was noted.
- b) [25/0986/TTPO](#) | **Proposal:** T1: Old coppiced Sycamore 9m high – Re-coppice to 0.2m stump. This is to keep the root system which helps keeping the bank stable whilst not allowing the coppiced trees growing to large. This will also clear branches from the buildings roof. T2: Old coppiced Sycamore 9m high - Recoppice to 0.2m stump. This is to keep the root system which helps keeping the bank stable whilst not allowing the coppiced trees growing to large. This will also clear branches from the buildings roof. T3: Fallen Ash tree - Dismantle to ground as it fallen onto building. G1: Mixed trees and shrubs - cut back from emergency exit route back by 1m from bank edge. This is to make a clear passageway for the emergency exit from the building as it is currently obscured by overgrown branches currenting a safety hazard. | **Site address:** East Of England Ambulance Service HART Base Building 2 Whiting Way

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

Melbourn Cambridgeshire SG8 6NA |

Decision: Tree application permitted | (17 November 2025)

The decision was noted.

- c) [25/1063/TTPO](#) | **Proposal:** T1: Yew - Remove 1no. partially failed branch at 5 metres. | **Site address:** 8 Pryors Orchard Melbourn Cambridgeshire SG8 6UT |
Decision: Tree application permitted (17 November 2025)
The decision was noted.

PL082/2526 To note the following applications for tree work:

- a) [25/1269/TTCA](#) | **Proposal:** T1 and T2 Lime: Reduce overhanging lateral growth by approximately 2m. T3 Amelanchier: Reduce overall height by 2m and lateral spread by 1m. | **Site address:** 2 Lordship Drive Melbourn Cambridgeshire SG8 6EG | (Deadline to comment: 2 December 2025) *No objection from email.*
The decision was noted.
- b) **INFORMATION ONLY Proposal:** Five Day Notice Birch (dead) - Fell and clear, for safety reasons | **Site address:** The Vicarage Vicarage Close Melbourn Cambridgeshire SG8 6DY |
The decision was noted.
- c) [25/1378/TTCA](#) | **UPDATE Proposal:** Crab apple, species Profusion (dead) - Remove Crab apple, species Golden Hornet - Remove Replace the trees with laurel bushes and let them grow to a height in line with the other laurel bushes present | **Site address:** 124 High Street Melbourn Cambridgeshire SG8 6AL | **Deadline to comment:** 19 December 2025
No comment.

PL083/2526 Planning Applications:

- a) **WITHDRAWAL OF APPLICATION** [25/02177/FUL](#) | **Proposal:** Construction of an anaerobic Digestion Plant with carbon capture including an improved access from the A505, an ecological enhancement scheme and associated infrastructure (change of use of arable land to a renewable energy facility). | **Site address:** Land North Of A505 South Of Thriplow Village Thriplow Cambridgeshire |
The decision was noted.
- b) [25/04589/S73](#) | **Proposal:** S73 to vary conditions of ref: 23/01134/FUL (Demolition of 13,594sqm of existing buildings, alterations and extensions by 1,127 sqm to retained buildings to allow use within Class E within Ash House, Class E(b) within Moat House and Class C1 within the new wing rear of Moat House, development of 46,031 sqm of new office and technology research facilities (Class E(g)(i), (ii) and (iii)) including continued use of DaVinci building and 22,941 sqm of ancillary buildings for vehicle and cycle parking, together with temporary and permanent plant and infrastructure works including formation of two additional vehicular accesses and one additional vehicular egress from Cambridge Road and landscaping), i) vary condition 2 (approved plans) of that planning permission in relation to a change to the location and appearance of an electricity substation and waste store ii) make changes to conditions to enable that substation and waste store to be commenced in advance of the submission and approval of details required by conditions 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 21, 22, 24, 28, 29, 31, 34, 35, and 37 iii) remove condition 9 (contamination) as the assessment now submitted demonstrates that no further investigation is required. | **Site address:** Land At Melbourn Science Park Cambridge Road Melbourn Cambridgeshire | **Deadline to comment:** 29 December 2025
Subject to confirmation that an external contamination professional survey has been carried out, support no comment.
Proposed by Cllr Alexander, seconded by Cllr Redelinghuys. All in favour.

PL084/2526 Street Works

- a) To note Clear Crescent resident letter informing of surface treatment commencing on 14 January 2026 for one day.
It was noted.

PL085/2526 Hopkins Homes

- a) **Motion to exclude Public and Press: Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda item – PL085/2526b)**
It was omitted to vote on this item, however discussions carried on as if it had happened.

- b) To review and consider actions based on s106 review of Hopkins Homes LEAP and LAP.

The review was presented and after consideration it was RESOLVED to write to Hopkins to negotiate additional funding for taking on the incidental areas, in addition to the LEAP and LAP.

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

- c) **Motion to reopen meeting to the Public and Press.**

It was RESOLVED to reopen the meeting to the Public and Press.

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

PL086/2526 To note the date of the next meeting as **Wednesday 21 January 2026** at 7.30pm (note NOT 2nd Wednesday).

The date of the next meeting was noted as Wednesday 21 January 2026.

Meeting closed 20:10



Melbourn Parish Council
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MELBOURN PARISH COUNCIL - PLANNING COMMITTEE

(District of South Cambridgeshire)

A meeting of the Planning Committee held on Wednesday 12 November 2025 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Barnes, Clark, Kilmurray (Chair), Redelinghuys

Absent: Cllr Alexander

In attendance: Abi Williams (Parish Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:32

PL065/2526 To receive apologies for absence

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

PL066/2526 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.

PL067/2526 To approve the minutes of the Planning Committee Meeting on 8 October 2025

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 8 October 2025 as an accurate record.

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

PL068/2526 To report back on the minutes of the Planning Committee Meetings on 8 October 2025

Nothing to report.

PL069/2526 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)

No members of the public present.

PL070/2526 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [21/05078/CONDB](#) | **Proposal:** Submission of details required by condition 3 (Details of External Materials) of Listed building consent 21/05078/LBC. | **Site address:** 10 High Street Melbourn Cambridgeshire SG8 6ER | **Decision:** Discharge Condition in Full (29 September 2025)
The decision was noted.
- b) [24/01252/NMA1](#) | **Proposal:** Non material amendment on application 24/01252/FUL for change of wall material from brick and steel corrugated cladding to steel corrugated cladding only. | **Site address:** Recreation Ground The Moor Melbourn Cambridgeshire | **Decision:** Application permitted (1 October 2025)
The decision was noted.
- c) [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 Cambridgeshire SG8 6EY | *MPC Comment: Support no comment*
Decision: Application permitted (10 October 2025)
The decision was noted.

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

- d) [25/03651/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for demolition of existing conservatory and new proposed single storey rear extension with new window to the front elevation and 3no roof lights to side elevation. | **Site address:** 42 Hale Close Melbourn Cambridgeshire SG8 6ET |
Decision: Certificate not granted (22 October 2025)
The decision was noted.

Chair altered the order of the agenda to address application at same address.

- 'PL072/2526e) INFORMATION ONLY [25/04213/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for demolition of existing conservatory and new proposed single storey rear extension with new window to the front elevation and 2no roof lights to side elevation | **Site address:** 42 Hale Close Melbourn Cambridgeshire SG8 6ET |
Application noted.

- PL070/2526f) [25/04213/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for demolition of existing conservatory and new proposed single storey rear extension with new window to the front elevation and 2no roof lights to side elevation | **Site address:** 42 Hale Close Melbourn Cambridgeshire SG8 6ET | **Decision:** Certificate granted (30 October 2025) *Application and decision notice received – see below for application.*
The decision was noted.

- e) [25/03529/LBC](#) | **Proposal:** Replace horizontal oak beam beneath lime plaster supporting SW facing bedroom floor at first floor level between garden door and corner of house infested and rotted by death watch beetle. | **Site address:** 12 High Street Melbourn Cambridgeshire SG8 6EB |
MPC Comment: Support no comment
Decision: Application permitted (22 October 2025)
The decision was noted.

- f) [25/04213/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for demolition of existing conservatory and new proposed single storey rear extension with new window to the front elevation and 2no roof lights to side elevation | **Site address:** 42 Hale Close Melbourn Cambridgeshire SG8 6ET | **Decision:** Certificate granted (30 October 2025) *Application and decision notice received – see below for application.*
Item moved on agenda – see above.

PL071/2526 To note the following applications for tree work:

- a) [25/1063/TTPO](#) | **Proposal:** T1: Yew - Remove 1no. partially failed branch at 5 metres | **Site address:** 8 Pryors Orchard Melbourn Cambridgeshire | (Deadline to comment: 24 October 2025) *No objection from email.*
No objection.

PL072/2526 Planning Applications:

- a) [25/03568/FUL](#) | **Proposal:** Change of use from agricultural land to a secure dog walking/ exercising/ training area. Erection of secure boundary fencing, gates, a hard standing parking area and mobile field shelter on timber skids (retrospective). | **Site address:** Street Record London Way Melbourn Cambridgeshire | (Deadline to comment: 13 November 2025 *extension granted*)

It was RESOLVED to support with the following concerns:

- Material consideration of the byway not being suitable for number of vehicles and two-way traffic.
- Concern over potential damage to the ancient monument Bowl Barrow, known as Grinnel Hill.

We request that a management plan be put in place to mitigate both concerns.
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.

- b) INFORMATION ONLY [S/2175/19/CONDB](#) | **Proposal:** Submission of details required by conditions 5 (existing stables, outbuildings and mobile home demolished), 6 (boundary treatment), 9 (Wi-Fi) and 10 (contamination) of planning permission [S/2175/19/FL](#) | **Site address:** Westfield Orchard Old North Road Bassingbourn Cum Kneesworth Royston Cambridgeshire SG8 5JS |
Application noted.

- c) [25/03976/HFUL](#) | **Proposal:** Proposed annex with solar panels. | **Site address:** Greenlow Cottage Royston Road Melbourn Cambridgeshire | (Deadline to comment: 17 November 2025)
It was RESOLVED to support no comment.
Proposed by Cllr Redelinghuys, seconded by Cllr Barnes. All in favour.
- d) [25/04034/HFUL](#) | **Proposal:** First floor rear extension, addition of rear rooflight and new window to side elevation. | **Site address:** 75C High Street Melbourn Cambridgeshire SG8 6AA | (Deadline to comment: 19 November 2025)
It was RESOLVED to support no comment.
Proposed by Cllr Clark, seconded by Cllr Barnes. All in favour.
- e) INFORMATION ONLY [25/04213/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for demolition of existing conservatory and new proposed single storey rear extension with new window to the front elevation and 2no roof lights to side elevation | **Site address:** 42 Hale Close Melbourn Cambridgeshire SG8 6ET |
Item moved on agenda – see above.

PL073/2526 Licensing

- a) To consider any response to consultation on proposed revisions to the South Cambridgeshire District Council's Street Trading Policy.
No concern over revisions. No response required.

PL074/2526 Street Works

- a) To note 25-1840 Clear Crescent 'Intends Notice' 01/11/2025 to 31/03/2027.
No objection from email or Full Council Meeting.
Intends Notice noted – no comment.
- b) To note TTRO 25-2186 Station Road 'Intends Notice' 10/12/2025 to 09/06/2027 - Proposed Road Closure 10/12/2025 – 11/12/2025.
No objection from email or Full Council meeting.
Intends Notice noted – comment to be raised over protection of diverting traffic through Dolphin and Rose Lane.

PL075/2526 To note the date of the next meeting as **Wednesday 10 December 2025** at 7.30pm.

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

Meeting closed 19:55

My ref:
Your ref:
Date: 20th November 2025
Contact: [REDACTED]
Telephone: [REDACTED]
Email: highways@cambridgeshire.gov.uk

Frank Jordan
Executive Director
Place & Sustainability

Huntingdon Depot
Box No. D8E
Stanton Way
Huntingdon
PE29 6PY

Dear Sir or Madam,

RE: Clear Crescent, Melbourn

I am writing to advise you that our contractor Cambridgeshire Highways will be carrying out localised carriageway patching on Wednesday 14th January 2026 in advance of a carriageway Surface Treatment in 2026.

Works are anticipated to last 1 day, and during this period the road will be closed from 08:00 to 16:00 hours and vehicular access will be restricted.

For the contractor to complete the work with minimum disruption, it is essential that no vehicles are parked on the road. If you have access requirements, please speak to a member of the crew onsite who will be able to assist you.

Access to properties within the road closure will be possible, but are subject to working conditions, and delays should be expected.

Please look out for the advanced notices on site, these will give the most up to date information regarding dates and times; alternatively, you can contact us using the details at the top of this letter.

There will be some noise and disruption associated with the work, and I apologise for any inconvenience this may cause.

If you have any questions regarding the works, please do not hesitate to contact me.
Thank you in advance for your co-operation on this matter.

Yours faithfully,

[REDACTED]
Cyclic Maintenance Officer (Interim)
Surfacing and Pavements
Place and Sustainability

