



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

👤 **Abi Williams, Clerk**  
👤 **Alex Coxall, Deputy Clerk**  
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15 January 2026

Dear Councillor

You are hereby summoned to attend a meeting of the **Planning Committee** to be held in the Dickens Room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ on Wednesday 21 January 2026 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 Dickens Room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ on Wednesday 21 January 2026 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 Dickens Room of The Hub, 30 High Street, Melbourn, Cambridgeshire, SG8 6DZ on Wednesday 21 January 2026 at 7.30pm for the purpose of transacting the following business:

*Abi Williams*

Clerk to the Parish Council

#### **PLANNING COMMITTEE: AGENDA**

**PL087/2526 To receive apologies for absence**

**PL088/2526 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

**PL089/2526 To report back and approve the minutes of the Planning Committee Meeting on 10 December 2025.**

**PL090/2526 To approve the minutes of the Planning Committee Meetings on 10 September 2025 due to no vote being recorded at previous meeting.**

**PL091/2526 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)**

**PL092/2526 Decision Notices:** To receive any decision notices issued since the last meeting.

- a) [23/02559/CONDC](#) | **Proposal:** Submission of details required by conditions 9 (Lighting Design Strategy for Biodiversity) and 12 (Water Efficiency Calculations) of planning permission 23/02559/FUL | **Site address:** New Farm Royston Road Melbourn Cambridgeshire SG8 6DH | **Decision:** Discharged in full (31 December 2025)
- b) [24/02082/CONDA](#) | **Proposal:** Submission of details for conditions 3 (surface water and foul water), 4 (a) (contamination), 5 (construction management plan), 6 (biodiversity enhancement), 7 (external materials), 10 (hard and soft landscape works), 11 (boundary treatments), 12 (cycle parking), 13 (energy statement) and 16 (lighting design strategy for biodiversity) of planning permission 24/02082/FUL | **Site address:** Hillside Farm Newmarket Road Melbourn Cambridgeshire SG8 7LZ | **Decision:** Split decision (2 December 2025)
- c) [25/03689/HFUL](#) | **Proposal:** Roof extension incorporating raising of ridge height, 3no. front dormers, 1no. rear dormer, raising of chimney height and removal of front gable form. Application of white render throughout and replacement anthracite grey windows | **Site address:** 10 Chapel Lane Melbourn Cambridgeshire SG8 6BN | **MPC Comment:** It was *RESOLVED* to support with comment: \* *Appropriate parking of works vehicles and storage areas for materials should be identified to ensure Chapel Lane and Orchard Road are not adversely affected during works.* **Decision:** Application permitted (2 December 2025)

- 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 | **MPC Comment:** It was *RESOLVED* to support no comment. **Decision:** Application permitted (2 December 2025)
- e) [S/2175/19/CONDB](#) | **Proposal:** Submission of details required by conditions 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 | **Decision:** Discharge condition in full (11 December 2025)
- f) **WITHDRAWAL** [25/01734/FUL](#) | **Proposal:** Erection of 1 No. dwelling and associated detached cartlodge/garage to the rear with vehicular access from Cambridge Road. | **Site address:** Land Adjacent To Blakeney's Cambridge Road Melbourn Cambridgeshire |
- g) [25/03976/HFUL](#) | **Proposal:** Proposed annex with solar panels. | **Site address:** Greenlow Cottage Royston Road Melbourn Cambridgeshire SG8 6DG | **MPC Comment:** Support no comment. **Decision:** Application permitted (16 December 2025)
- h) [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 | **Decision:** No objection (18 December 2025)
- i) [25/1378/TTCA](#) | **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 | **Decision:** No objection (5 January 2026)

**PL093/2526 To note the following applications for tree work:**

- a) [25/1442/TTCA](#) | **Proposal:** T1 - Lawson Cypress - Fell to ground level, tree is growing close to neighbouring property and causing damp and over shading problems. T2 - Apple - Reducing the height and spread of the tree by up to 2 metres (by approx 30%) to previous pruning points to allow more light into garden and keep branches away from driveway. T3 - Corkscrew Hazel - Crown Reduction - Reducing the height and spread of the tree by up to 1 metre to allow more light into garden. T4 - Apple - Crown Reduction - Reducing the height and spread of the tree by up to 2 metres (by approx 30%) to allow more light into house | **Site address:** 85A High Street Melbourn Cambridgeshire SG8 6AA | (Deadline to comment: 12 January 2026) *No objection from email.*
- b) [26/0034/TTCA](#) | **Proposal:** T1 – Elm – Fell to ground level – Dead tree. T4 – Yew – Crown reduction to laterals, reducing lateral spread by up to 2.5 m to achieve adequate clearance from the house, retaining natural form. | **Site address:** 38 High Street Melbourn Cambridgeshire SG8 6DZ | (Deadline to comment: 5 February 2026)

**PL094/2526 Planning Applications:**

- a) **INFORMATION ONLY** [25/04664/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for dropped kerb and new driveway to front, erection of new boundary fence and new hedge to side. | **Site address:** 48 Orchard Road Melbourn Cambridgeshire SG8 6BP | *Note: Contacted Officer as number of concerns raised about plans. Officer confirmed this application is a certificate of lawfulness and not open for public consultation.*
- b) [25/04894/FUL](#) | **Proposal:** 4 new industrial units with associated parking (retrospective) | **Site address:** 3 Back Lane Melbourn Cambridgeshire SG8 6DD | (Deadline to comment: 22 January 2026)
- c) [25/04809/LBC](#) | **Proposal:** Remove existing cloakroom and reposition existing kitchen door. | **Site address:** 29 The Moor Melbourn Cambridgeshire SG8 6ED | (Deadline to comment: Extension to 22 January 2026)
- d) [25/04878/HFUL](#) | **Proposal:** Single storey rear extension and partial garage conversion to enlarge kitchen/dining room. | **Site address:** 9 The Lawns Close Melbourn Cambridgeshire SG8 6DR | (Deadline to comment: 2 February 2026)

**PL095/2526 Local Neighbourhood Plans**

- a) Heydon Neighbourhood Plan submitted for public consultation running until 9 February 2026. Information can be found here: <https://www.greatercambridgeplanning.org/local-and-neighbourhood-planning/neighbourhood-plans/south-cambridgeshire-neighbourhood-plans/heydon-neighbourhood-plan>

**PL096/2526 Hopkins Homes**

- a) To receive letter as sent to Hopkins Homes re contribution to LEAP and LAP maintenance.

**PL097/2526 To note the date of the next meeting as **Wednesday 11 February 2026** at 7.30pm.**

