



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 11 February 2026 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

In attendance: Alex Coxall (Deputy Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:30

PL098/2526 To receive apologies for absence

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

PL099/2526 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.

PL100/2526 To approve the minutes of the Planning Committee Meeting on 21 January 2026

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 21 January 2026 as an accurate record.

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

PL101/2526 To report back on the minutes of the Planning Committee Meetings on 21 January 2026

Nothing to report.

PL102/2526 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.

PL103/2526 Decision Notices: To receive any decision notices issued since the last meeting.

- 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 | **Decision:** No objection (19 January 2026)

The decision was noted.

PL104/2526 Planning Applications:

- a) **INFORMATION ONLY** [24/04121/CONDB](#) | **Proposal:** Submission of details required by condition 3 (Brickwork) of listed building consent 24/04121/LBC | **Site address:** 29 The Moor Melbourn Cambridgeshire SG8 6ED |

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

The information was noted.

- b) [26/00167/HFUL](#) | Proposal: Part single storey rear and side extensions. Single story extension to the existing garage. | Site address: 78 Beechwood Avenue Melbourn Cambridgeshire SG8 6BW | (Deadline to comment: 12 February 2026)

It was RESOLVED to support no comment.

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

PL105/2526 Licensing

- a) To consider response to licensing notification of application for a new premises licence at 28 Station Road, Melbourn, Cambs, SG8 6DX (Deadline to comment: 4 March 2026)

It was RESOLVED to support no comment.

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

PL106/2526 Correspondence

- a) To receive notification from 3C Shared Services in relation to the addressing of a new dwelling on Royston Road, Melbourn.

The information was received.

PL107/2526 Government Consultation

- a) To consider responding to the Government consultation on a proposed Greater Cambridge Development Corporation. <https://www.gov.uk/government/consultations/establishing-a-development-corporation-in-greater-cambridge/establishing-a-development-corporation-in-greater-cambridge>

It was RESOLVED to recommend to Full Council to respond in a negative and robust manner to the Government consultation and that it should be advertised widely.

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

PL108/2526 To note the date of the next meeting as **Wednesday 11 March 2026** at 7.30pm.

The date of the next meeting was noted as Wednesday 11 March 2026.

Meeting closed 19:50

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



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

A meeting of the Planning Committee held on Wednesday 21 January 2026 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Kilmurray (Chair), Wilson (Vice Chair), Clark, Alexander, Redelinghuys, Barnes

Absent:

In attendance: Alex Coxall (Deputy Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:30

PL087/2526 To receive apologies for absence

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

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

None received.

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

Nothing to report.

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 10 December 2025 as an accurate record.

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

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

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 10 September 2025 as an accurate record.

Proposed by Cllr Barnes, seconded Cllr Wilson.

In favour: Alexander, Kilmurray, Redelinghuys

Against:

Abstain: Cllr Clark.

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)

There were no members of the public present.

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)

The decision was noted.

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

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

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.*
The decision was noted.

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

- 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)
No comment.

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.
The information was noted.
- 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)
It was RESOLVED to support no comment.
Proposed by Cllr Wilson, seconded Cllr Barnes. All in favour.
- 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)
No comment.
- 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)
It was RESOLVED to support no comment.
Proposed by Cllr Alexander, seconded Cllr Clark. All in favour.

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>
It was noted.

PL096/2526 Hopkins Homes

- a) To receive letter as sent to Hopkins Homes re contribution to LEAP and LAP maintenance.
The letter was received and noted with no comments.

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

The date of the next meeting was noted as Wednesday 11 February 2026.

Meeting closed 19:52



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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

- To receive declarations of interest from councillors on items on the agenda
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- 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.

- [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.
- [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 I (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



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(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 Redelinguys, 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



🏠 **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 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 Clark and ~~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



🏠 **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 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.

- 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

Abi Williams

From: Licensing (SCDC) <Licensing@scambs.gov.uk>
Sent: 19 August 2025 14:55
To: Abi Williams; Cllr Jose Hales (Scambs - Melbourn); Cllr SallyAnn Hart (SCambs - Melbourn)
Subject: Premises Licence Variation - Dolphin, 105 High Street, Melbourn, SG8 6AP

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

Re: Licensing Act 2003 - Notification of an application for a Premises Licence Variation.

We are writing to notify you of a Premises Licence Variation application that has been submitted to South Cambridgeshire District Council.

To enable continued and effective community engagement with the licensing process, it is recommended that Licensing Authorities advertise the full details of applications on their website.

It is a legal requirement that Premises Licence variation applications are required to be advertised by way of a Blue Notice and an advert in the local paper.

Notification

Notice has been given that Greene King Retailing Limited has on the 19 August 2025 applied to South Cambridgeshire District Council as the Licensing Authority for a Premises Licence Variation.

Name of Premise: The Dolphin
Address of Premises: 105 High Street, Melbourn, SG8 6AP
General Description of Premises: Public House and Garden

Proposed changes:

This is an application to change the layout and design of the premises in accordance with the submitted plan. The changes include extension to trade area, additional fixed seating, new accessible entrance, new pergola to existing garden.

The opening hours and licensable activities authorised by the premises licence are to remain unaltered.

Any part of the variation application that changes the plan/layout at the premises to be of no effect until the work has been completed.

Representations

Representations can be made for or against an application. Anyone who wishes to make representations regarding this application must give notice in writing.

A representation form can be downloaded from our website.

[Licensing Public Notices - Licensing Act 2003 - South Cambs District Council](#)

This must be completed and either emailed to licensing@scambs.gov.uk.

Or posted to

The Licensing Team
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne
CB23 6EA

Guidance

Please see the below link to our website below for further information and guidance.

[Licensing Public Notices - Licensing Act 2003 - South Cambs District Council](#)

For further information please contact us via email to licensing@scambs.gov.uk.

Representations must be received no later than 16 September 2025.

Please note: If a valid representation is not submitted by the deadline, then you will not be permitted to address the Committee at any Hearing that may determine this application.

Contact Details

Email: licensing@scambs.gov.uk

Telephone: 01954 713000

Kind regards

[Redacted signature]

[Redacted line]

[Redacted line]



[Redacted footer text]



- (V) VISUAL ALARM
- (E) ILLUMINATED EMERGENCY EXIT BOX
- (E↑) NON ILLUMINATED EMERGENCY EXIT SIGN
- (E) EMERGENCY LIGHT
- (A) FIRE ALARM SOUNDER
- (C) FIRE ALARM CALL POINT
- (S) SMOKE DETECTOR
- (H) HEAT DETECTOR
- (FE) NON ILLUMINATED EMERGENCY EXIT SIGN
- (W) FIRE EXTINGUISHER - WATER
- (CO2) FIRE EXTINGUISHER - CO2
- (F) FIRE EXTINGUISHER - FOAM
- (WC) FIRE EXTINGUISHER - WET CHEMICAL
- (PB/SC) FIRE EXIT DOOR - PANIC BOLT & SELF CLOSER
- (FD30S) 1/2HR FIRE DOOR - SELF CLOSER
- (FB) FIRE BLANKET

PLAN AS PROPOSED - LICENSING



ARC design consultants ltd
 18 sunningdale, orton waterville
 peterborough, pe2 5uh
 tel: 01733 234852
 e-mail: james@arcdesign.co.uk

CLIENT
 GREENE KING

PROJECT
 THE DOLPHIN
 MELBOURN

DRAWING
 PLAN AS PROPOSED - LICENSING

DATE JUNE 2025
 SCALE 1:100 @ A1
 DRAWN BY JLC
 PROJECT NO
 DRAWING NO 18A

This drawing is the property of ARC Design Consultants Ltd. Copyright is reserved by them and the drawing is issued on the condition that it is not to be used for any other project without the written consent of ARC Design Consultants Ltd. Do not scale from this drawing. All dimensions to be checked on site before commencement of any work and on shop drawing. This is to be used in conjunction with all the relevant design and construction drawings and schedule of works.

Cambridgeshire County Council
Beechwood Avenue, Maple Way And Orchard Road, Melbourn
(Temporary Prohibition Of Through Traffic)
Order 2025-1466

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Beechwood Avenue, Maple Way and Orchard Road, Melbourn as lies between Water Lane and New Road; Beechwood Avenue and Orchard Road; numbers 52 and 56 respectively.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via New Road; Orchard Road; Water Lane and vice versa; Beechwood Avenue; Water Lane; Orchard Road and vice versa; New Road; Beechwood Avenue; Water Lane and vice versa respectively.

The Order is made to facilitate water mains relaying and associated works which are being carried out on or near this highway and it will come into operation on 1 September 2025 and continue until these works have finished or on the 28 February 2027 whichever is the earlier.

It is anticipated that these works will be carried out between 1 September and 9 November 2025.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Frank Jordan, Executive Director, Place and Sustainability, New Shire Hall,
Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE**

**Cambridgeshire County Council
Melbourn Bypass A10, Melbourn
(Temporary 40mph Speed Limit)
Order 2025-1494**

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which to impose a 40mph speed limit along Melbourn Bypass A10, Melbourn as lies between Melbourn Road Roundabout and Melbourn Footpath 4.

The Order will be effective, for safety purposes, when signs are in place indicating the speed limit along the whole or any part of the above mentioned length of road whilst works are in progress or temporarily suspended.

The Order is made to facilitate electrical duct installation and associated works which are being carried out on or near this highway and it will come into operation on 6 September 2025 and continue until these works have finished or on the 5 March 2027 whichever is the earlier.

It is anticipated that these works will be carried out between 6 September and 16 September 2025.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Frank Jordan, Executive Director, Place and Sustainability, New Shire Hall,
Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE**

CAMBRIDGESHIRE COUNTY COUNCIL

Station Road, Melbourn

(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)

ORDER 2025-1611

NOTICE is given that Cambridgeshire County Council intends to make an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Station Road, Melbourn as lies between Dolphin Lane and High Street.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via High Street, Melbourn; Royston Road; A10; Station Road, Meldreth; Station Road, Melbourn and vice versa.

The proposed Order is necessary to facilitate new water connection and associated works which are being carried out on or near this highway and it will come into operation on 4 October 2025 and continue until these works have finished or on the 3 April 2027 whichever is the earlier.

It is anticipated that these works will be carried out between 4 October 2025 and 5 October 2025.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Frank Jordan, Executive Director, Place and Sustainability, New Shire Hall,
Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE**

ROAD TRAFFIC REGULATION ACT 1984
SECTION 14(1) AS AMENDED BY THE ROAD TRAFFIC
(TEMPORARY RESTRICTIONS) ACT 1991
CAMBRIDGESHIRE COUNTY COUNCIL
VARIOUS ROADS, SOUTH
(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)
ORDER 2025-1589

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along various roads as set out in Schedule 1 below.

Nothing in this Order shall prevent access and egress from premises or land adjacent to the highway mentioned in Schedule 1.

The Order is necessary for safety reasons to facilitate carriageway surface treatment and associated works.

The Order will come into operation on 1 September 2025 and will continue until these works have finished or on the 28 February 2027 whichever is the earlier.

It is anticipated that this order will apply to the locations, at various times during the dates specified in the Schedule.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

Frank Jordan, Executive Director, Place and Sustainability, New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE

Wednesday 27 August 2025

Schedule 1 - Road Closures

Anticipated dates for works	Road(s)	Diversion
1 September 2025 to 28 February 2027	London Road (B1368), Fowlmere	B1368; A10; A505 and vice versa
1 September 2025 to 28 February 2027	London Road (B1368), Melbourn	B1368; A10; A505 and vice versa
1 September 2025 to 28 February 2027	Church End (B1051), Weston Colville	B1061; A1104; A11; Cambridge Road, Balsham, High Street; B1052 and vice versa
1 September 2025 to 28 February 2027	Bull Lane (B1052), Weston Colville	B1061; A1104; A11; Cambridge Road, Balsham; High Street, B1052 and vice versa
1 September 2025 to 28 February 2027	Comberton Road (B1046), Toft	B1046; A603; A1198; B1046 and vice versa
1 September 2025 to 28 February 2027	High Street (B1046), Toft	B1046; A603; A1198; B1046 and vice versa
1 September 2025 to 28 February 2027	West Street (B1046), Toft	B1046; A603; A1198; B1046 and vice versa
1 September 2025 to 28 February 2027	Toft Road (B1046), Kingston	B1046; A603; A1198; B1046 and vice versa
		School Lane; Church Lane; Station Road; Wilbraham Road; Wilbraham Road, Great Wilbraham; Station Road; Frog End; High Street (c232); Church Street; The Lanes; Great Wilbraham Road; Great Wilbraham

1 September 2025 to 28 February 2027	Cambridge Road, Fulbourn	Road, Little Wilbraham; Rectory Farm Lane; Pit Road; Little Wilbraham Road; Little Wilbraham Road, Stow-cum-Quy; A1303; Airport Way, Fen Ditton; Airport Way, Teversham; Cherry Hinton Road (c233); Gazelle Way; Yarrow Road, Fulbourn and vice versa
1 September 2025 to 28 February 2027	Station Road, Meldreth	A10; Fowlmere Road, Shepreth; Meldreth Road; North End, Meldreth; High Street and vice versa
1 September 2025 to 28 February 2027	Station Road Old Alignment, Meldreth	A10; Fowlmere Road, Shepreth; Meldreth Road; North End, Meldreth; High Street and vice versa
1 September 2025 to 28 February 2027	Kneesworth Road, Meldreth	Whaddon Road; Meldreth Road, Whaddon; Church Street; Whaddon Gap; A1198 and vice versa
1 September 2025 to 28 February 2027	Chestnut Lane, Bassingbourn	Whaddon Road; Meldreth Road, Whaddon; Church Street; Whaddon Gap; A1198 and vice versa
1 September 2025 to 28 February 2027	Elsworth Road, Boxworth	High Street; Local Access Road Boxworth; A1307; B1040; Rogues Lane, Hilton; Rogues Lane, Elsworth; Smith Street and vice versa
1 September 2025 to 28 February 2027	Boxworth Road, Elsworth	High Street; Local Access Road Boxworth; A1307; B1040; Rogues Lane, Hilton; Rogues Lane, Elsworth; Smith Street and vice versa

CAMBRIDGESHIRE COUNTY COUNCIL

Rose Lane, Melbourn

(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)

ORDER 25-1496

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Rose Lane, Melbourn as lies between High Street and Cross Lane.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via High Street, Station Road, Dolphin Lane, Rose Lane.

The Order is made to facilitate telecommunications and associated works which are being carried out on or near this highway and it will come into operation on 1 September 2025 and continue until these works have finished or on the 28 February 2027 whichever is the earlier.

It is anticipated that these works will be carried out between 1 September 2025 and 3 September 2025.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Frank Jordan, Executive Director, Place and Sustainability, New Shire Hall,
Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE**

Cambridgeshire County Council
New Road, Melbourn
(Temporary Prohibition Of Through Traffic)
Order 2025-1608

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along New Road, Melbourn as lies between Victoria Way and Rosemary Place.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via High Street; Royston Road; A10; A505; New Road and vice versa.

The Order is made to facilitate S278 sewer connection and associated works which are being carried out on or near this highway and it will come into operation on 8 September 2025 and continue until these works have finished or on the 7 March 2027 whichever is the earlier.

It is anticipated that these works will be carried out between 8 September and 26 September 2025.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Frank Jordan, Executive Director, Place and Sustainability, New Shire Hall,
Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE**

From: [Abi Williams](#)
To: [Assistant Clerk](#)
Subject: Planning agenda Fw: New Premises Licence Application - Joy Cafe, 28 Station Road, Melbourn, Cambs
Date: 04 February 2026 17:22:58
Attachments: [image001.png](#)

Abi Williams | Parish Clerk

Melbourn Parish Council
Melbourn Community Hub | 30 High Street | Melbourn | Cambridgeshire | SG8 6DZ

01763 263303 (option 3) | parishclerk@melbournparishcouncil.gov.uk | melbournparishcouncil.gov.uk

Parish Office opening hours: Mon, Tue, Wed, Fri – 10am – 4pm. Thursday CLOSED.

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You may request access to the information we hold on you: parishclerk@melbournparishcouncil.gov.uk

You may request to be removed as a contact at any time: parishclerk@melbournparishcouncil.gov.uk

To view Melbourn Parish Council's Privacy Notice please [click here](#)

From: Licensing (SCDC) <Licensing@scamb.gov.uk>

Sent: Wednesday, February 4, 2026 3:55:54 PM

To: Cllr Jose Hales (Scamb - Melbourn) <Jose.Hales@councillor.online>; Cllr SallyAnn Hart (SCamb - Melbourn) <SallyAnn.Hart@councillor.online>; Abi Williams <parishclerk@melbournparishcouncil.gov.uk>

Subject: New Premises Licence Application - Joy Cafe, 28 Station Road, Melbourn, Cambs

Dear Sir/Madam

Re: Licensing Act 2003 - Notification of an application for a New Premises Licence.

We are writing to notify you of a New Premises Licence application that has been submitted to South Cambridgeshire District Council.

To enable continued and effective community engagement with the licensing process, it is recommended that Licensing Authorities advertise the full details of applications on their website.

It is a legal requirement that Premises Licence applications are required to be

advertised by way of a Blue Notice and an advert in the local paper.

Notification

Notice has been given that Joy Café Ltd has on the 04 February 2026 applied to South Cambridgeshire District Council as the Licensing Authority for a new Premises Licence.

Name of Premise: Joy

Address of Premises: 28 Station Road, Melbourn, Cambs, SG8 6DX

General Description of Premises: Coffee shop which provides coffee, fresh juices & broths and freshly cooked healthy lunches. Which then is also used as a Wine & Charcuterie Bar 2/3 nights a week. Sale of Bottles of wine used will be available to be consumed off site

The proposed application is to allow the following activities:

Activity: Sale of Alcohol

The sale by retail of alcohol for consumption both on and off the premises.

Monday – Sunday: 12:00 – 23:00

Activity: Business Operating Hours

Monday – Saturday: 07:00 – 23:30

Sunday: 09:00 – 23:30

Representations

Representations can be made for or against an application. Anyone who wishes to make representations regarding this application must give notice in writing.

A representation form can be downloaded from our website.

[Licensing Public Notices - Licensing Act 2003 - South Cambs District Council](#)

This must be completed and either emailed to licensing@scambs.gov.uk.

Or posted to

The Licensing Team
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne
CB23 6EA

Guidance

Please see the below link to our website below for further information and guidance.

[Licensing Public Notices - Licensing Act 2003 - South Cambs District Council](#)

For further information please contact us via email to licensing@scambs.gov.uk.

Representations must be received no later than 04 March 2026.

Please note: If a valid representation is not submitted by the deadline, then you will not be permitted to address the Committee at any Hearing that may determine this application.

Contact Details

Email: licensing@scambs.gov.uk

Telephone: 01954 713000

Yours faithfully

██████████ | Licensing Business Support Officer

Pronouns: She/her – please feel free to tell me your pronouns.



South Cambridgeshire Hall | Cambourne Business Park | Cambourne | Cambridge | CB23 6EA

e: licensing@scambs.gov.uk | t: 01954 713000

www.scambs.gov.uk | [facebook](#) | [Instagram](#) | [LinkedIn](#) | [X](#)

We're listening: [Tell us what worked and what didn't](#)

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From: [Abi Williams](#)
To: [Assistant Clerk](#)
Subject: FW: Street Naming & Numbering Notification - FJXRQLJK - ROYSTON ROAD, MELBOURN
Date: 20 January 2026 14:18:50
Attachments: [image001.png](#)
[FJXRQLJK - PLAN.pdf](#)
[23_02559_FUL-SITE_LOCATION_PLAN-6233930.pdf](#)

To be added to the feb planning agenda.

From: [REDACTED]
Sent: 20 January 2026 12:48
Subject: Street Naming & Numbering Notification - FJXRQLJK - ROYSTON ROAD, MELBOURN

Please find attached the latest Street Naming & Numbering Notification.

Allocation of addressing to a new dwelling at New Farm, Royston Road, Melbourn.

To Be Known As:

MEADOW VIEW

**NEW FARM
ROYSTON ROAD
MELBOURN
ROYSTON
SG8 6DH**

Kind Regards

[REDACTED]

[REDACTED]

Mobile:

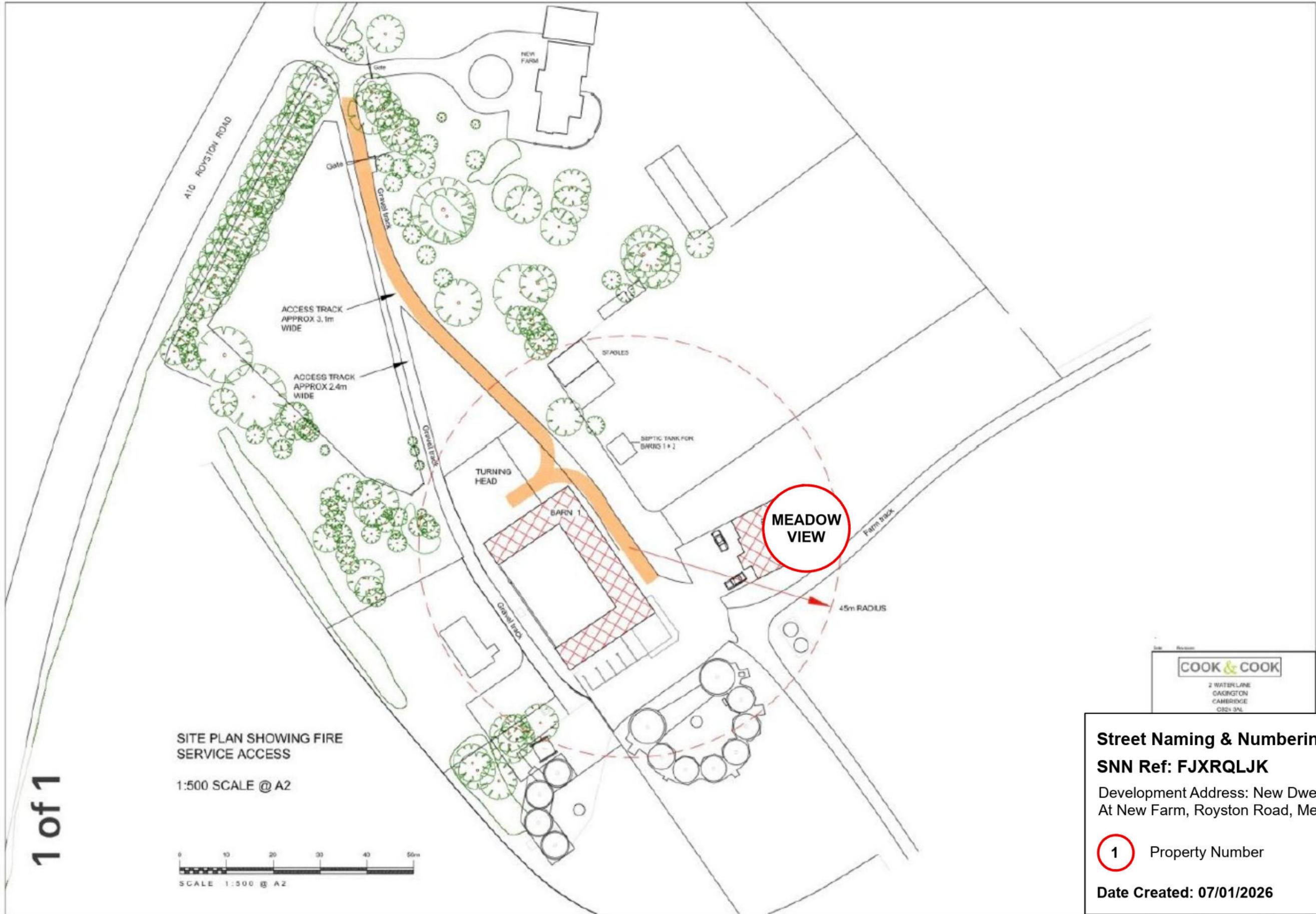
[REDACTED]

Website: www.3csharedservices.org/

3C Shared Services is a strategic partnership between Cambridge City Council, Huntingdonshire District Council and South Cambridgeshire District Council.



Connect with 3C Building Control on [Facebook](#), [Instagram](#), [LinkedIn](#), [X](#) and [YouTube](#).



1 of 1

SITE PLAN SHOWING FIRE SERVICE ACCESS

1:500 SCALE @ A2



COOK & COOK
 2 WATERLOE
 CAXTON
 CAMBRIDGE
 CB2 3PL

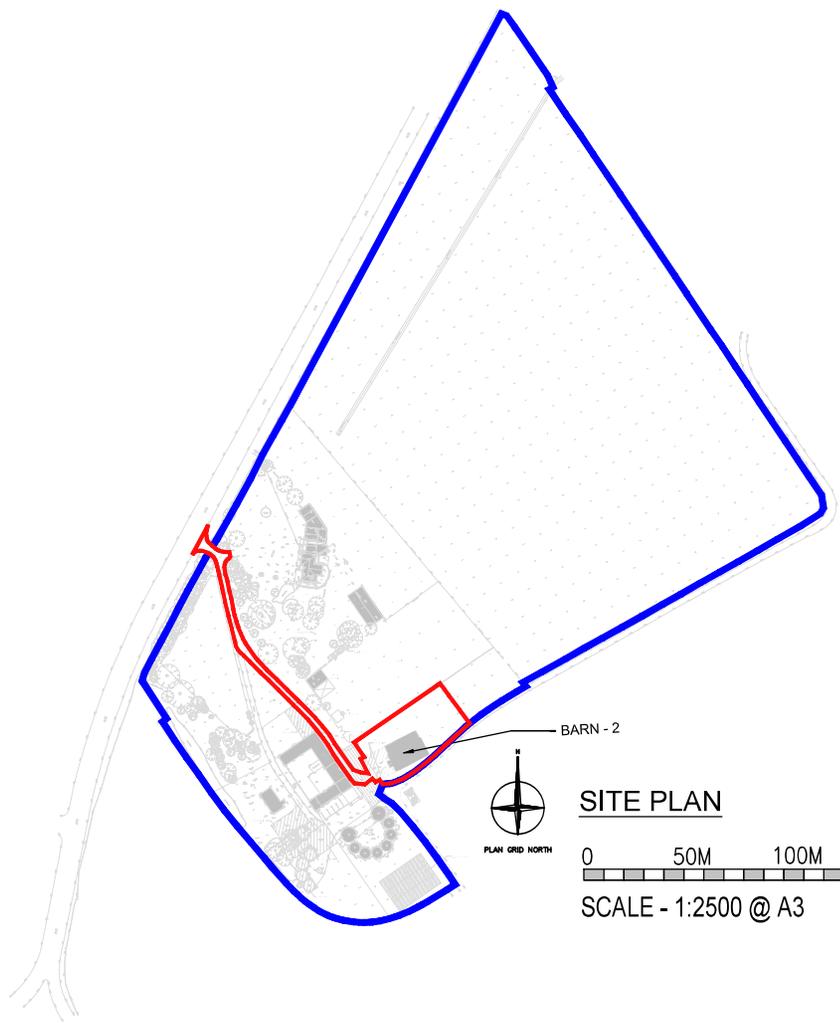
Street Naming & Numbering Plan

SNN Ref: FJXRQLJK

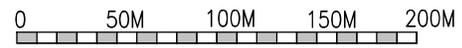
Development Address: New Dwelling
 At New Farm, Royston Road, Melbourne.

1 Property Number

Date Created: 07/01/2026



SITE PLAN



SCALE - 1:2500 @ A3

KEY

- Land within applicant ownership
- Application Site

REVISION

Lake Associates ■
 CHARTERED SURVEYORS, DESIGN & PROPERTY CONSULTANTS
 3 Great Molewood,
 Hertford, Herts, SG14 2PN
 Tel: 01992 535001
 Email: lake@lake-associates.com

Project: **NEW FARM ROYSTON ROAD
 MELBOURN
 SG8 6DH**

Title:
SITE LOCATION PLAN

Drawn by: NPS	Date: 28.03.2023	Scale: 1:2500 @ A3
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Dwg No: 1738/702	Revision: -
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