



🏠 **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 12 August 2026 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Clark, Alexander, Hart

Absent: Cllr Coulman, Campbell

In attendance: Alex Coxall (Deputy Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:32

PL030/2627 To receive apologies for absence

Apologies were received from Cllrs Wilson, Barnes & Kilmurray with acceptable reasons given. It was **RESOLVED** to accept apologies of absence from Cllrs Wilson, Barnes, Kilmurray. Proposed by Cllr Hart, seconded by Cllr Alexander. All in favour.

In accordance with the Terms of Reference for the Planning Committee (3a) and the Melbourn Parish Council Standing Orders (3q) due to the Chair and Vice Chair not attending the meeting it was proposed that Cllr Clark chair the meeting.

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

PL031/2627 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.

PL032/2627 To approve the minutes of the Planning Committee Meeting on 8 July 2026

It was **RESOLVED** to approve the minutes of the Planning Committee Meeting held on 8 July 2026 as an accurate record.

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

PL033/2627 To report back on the minutes of the Planning Committee Meetings on 8 July 2026

Deputy Clerk confirmed that an email had been sent to the relevant planning officer, regarding the proposed development in Rose Lane, passing on feedback and requesting site visits from the planning and ecology officer.

PL034/2627 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.

PL035/2627 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [26/01339/FUL](#) | **Proposal:** Erection of 2no self-build/custom build. two and a half storey 3 bed dwellings to side garden | **Site address:** 42 Medcalfe Way Melbourn Cambridgeshire SG8 6HU | **MPC Comment:** It was **RESOLVED** to object on grounds of the proposal being out of keeping with the street scene, proposed dwellings and gardens being too small for a family, and considered overdevelopment. MPC supports objections from Highways.
Decision: Application Withdrawn
The decision was noted.
- b) [26/0552/TTCA](#) | **Proposal:** T1 - Conifer hedge - Trim the annual growth on the top by 30cm and trim sides by 15cm create flat top and side. T2 - Contorted Willow - Crown reduce to previous cuts

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

(approx. 2M of new growth) T3 - Weeping willow - Re-pollard to previous pruning points, removing approximately 2m of new growth, to maintain size in the front garden, improve light to the front of the property, and increase airflow around the thatched roof. | **Site address:** Norgetts Thatch Norgetts Lane Melbourn Cambridgeshire SG8 6HS |

MPC Comment: No Comment

Decision: No Objection

The decision was noted.

- c) [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 Munceys Farm London Way Melbourn Cambridgeshire SG8 6DJ | *MPC Comment: It was RESOLVED to support no comment.*

Decision: Application Permitted

The decision was noted.

- d) [26/02084/FUL](#) | **Proposal:** Installation of a waterless toilet cabin and the installation of new fencing and replace the current pedestrian and vehicle entrance gates | **Site address:** St Georges Allotment Gardens The Moor Melbourn Cambridgeshire

MPC Comment: No Comment (application made by MPC)

Decision: Granted Permission (27 Jul 2026)

The decision was noted.

- e) [26/02045/LBC](#) | **Proposal:** Various internal and external works and repairs, for management of damp and to prevent water ingress, and repair to garden wall. | **Site address:** 79 High Street Melbourn Cambridgeshire SG8 6AA |

MPC Comment: It was RESOLVED to support no comment

Decision: Granted Permission (27 July 2026)

The decision was noted.

PL036/2627 Planning Applications:

- a) [26/02719/LBC](#) | **Proposal:** Upgrade of the existing ground floor kitchen window to slim-line double glazing with matching wooden timber frames, integral glazing bars and matching style. | **Site address:** 153 High Street Melbourn Cambridgeshire SG8 6AT |

Deadline for comment: 19 August 2026

It was RESOLVED to support no comment.

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

- b) [26/02714/S73](#) | **Proposal:** S73 to vary condition 2 (approved plans) of planning permission 25/03202/FUL (Demolition of existing foyer and erection of a single storey front extension to create foyer/entrance) amendments to the external elevations. | **Site address:** Kingsway Golf Centre Cambridge Road Melbourn Cambridgeshire SG8 6EY |

Deadline for comment: 19 August 2026

It was RESOLVED to support no comment.

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

PL037/2627 Consultations

- a) To consider responding to the [Cambridgeshire and Peterborough Minerals and Waste Local Plan Review](#) consultation, open until 12 October 2026.

It was noted. ACTION: Item to be added to the 9 September 2026 Planning Committee meeting agenda.

- b) To note the public consultation period for the proposed [Greater Cambridge Local Plan](#) submission, open until 5pm on Friday 25 September 2026 and consider any response.

It was noted. ACTION: Item to be added to the 9 September 2026 Planning Committee meeting agenda.

- c) To note that an information session will be held for the [Greater Cambridge Local Plan](#) submission at Melbourn Hub on Monday 7th September 2026, 4 – 7.30pm.

The information session was noted, with Cllrs strongly encouraged to attend.

PL038/2627 Scouts lease update

- a) To update on and consider actions in relation to lease agreement for Scouts building on Old Rec.

It was RESOLVED to instruct HCR to proceed with the work required to fulfil the Land Registry requirements.

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

PL039/2627 Land transfer

- a) To receive an update in relation to land transfer at Greengage Rise.

It was RESOLVED to instruct HCR to proceed with the negotiations with Taylor Wimpey to ensure the tree works are complete before transfer of the land to MPC.

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

PL040/2627 Correspondence

- a) To note the [Heyden Neighbourhood Plan](#)

It was noted.

- b) To gather feedback on the Fowlmere & Melbourn Active Travel Survey report and consider feedback.

Comments were made on original document, and Cllrs emphasised that the comments remain the same.

- c) To note pre-application developer briefing for the [SCDC Planning Committee on 12 August 2026 at 10am](#) | **Site:** Village of Melbourn and Land to the East of London Way Melbourn, Cambridgeshire | **Description of Development:** Energy project comprising: one data centre, piped heat pump loop to support Melbourn village (actual route of pipe to be confirmed), relay pumps/heat exchangers, bore holes. | **Livestream link:** [\(304\) SouthCambsDC – YouTube](#) | **Public Presentation:** Saturday 15 August 2026 at URC Hall from 10am – 4pm.

It was noted. Cllrs and members of the public are encouraged to attend the public presentation on Saturday 15 August 2026.

- d) To note and consider response to the NALC survey for Parish and Town Councils with Neighbourhood Plans, closes 25th September 2026.

It was noted. ACTION: Item to be added to the 9 September 2026 Planning Committee meeting agenda.

PL041/2627 To note the date of the next meeting as **Wednesday 9 September 2026** at 7.30pm.

The date of the next meeting was noted as Wednesday 9 September 2026.

Meeting closed 19:54



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

A meeting of the Planning Committee held on Wednesday 8 July 2026 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Kilmurray (Chair), Clark, Alexander,

Absent:

In attendance: Alex Coxall (Deputy Clerk), 17 Members of the Public

PLANNING COMMITTEE: MINUTES

Meeting started 19:31

PL016/2627 To receive apologies for absence

Apologies were received from Cllrs Wilson, Barnes, Hart & Campbell with acceptable reasons given. It was RESOLVED to accept apologies of absence from Cllrs Wilson, Barnes, Hart & Campbell. Proposed by Cllr Clerk, seconded by Cllr Alexander. All in favour.

PL017/2627 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

Nothing to report.

PL018/2627 To approve the minutes of the Planning Committee Meeting on 10 June 2026

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 10 June 2026 as an accurate record.

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

PL019/2627 To report back on the minutes of the Planning Committee Meetings on 10 June 2026

Deputy Clerk confirmed that correspondence, highlighting public comments, had been sent to the developer in relation to PL012/2627.

Two MOP's entered the meeting at 19:34

PL020/2627 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)

Seventeen members of the public were present, attending in relation to item PL023/2627c). Chair altered agenda order and suspended standing orders to discuss item PL023/2627c).

PL023/2627 Planning Applications:

- c) [26/01780/FUL](#) | **Proposal:** Erection of 3 No. detached dwellings together with parking and garage, new shared access road onto Rose Lane with turning facilities. | **Site address:** Land between 5 and 7 Rose Lane Melbourn Cambridgeshire |

Deadline for comment: 21 July 2026

Several MOP's shared concerns in relation to:

- Destruction of habitats, wildlife missing since the removal of the trees.
- Lack of pavement and cycle path.
- Lack of access statement, no mention of bin lorry access, in the submitted plans. The bin lorry would be unable to turn into the access road for the development, therefore residents would have to take their bins to the road, causing additional obstructions if not moved straight away.
- Speed of traffic, combined with construction traffic, and an increase in vehicles with the new development.

- The access only signage is ignored and has become a rat run during rush hour.
- Compromised line of sight coming out of access road and driveways.
- Fire hydrant access (there is only one in Rose Lane currently).
- Possible damage to verges, driveways and existing buildings by lorries accessing the site.
- Liability with road collisions and damage to existing buildings.

Cllrs suggested asking for site visits from planning and ecology officers, as well as a traffic management plan. Cllrs strongly encouraged MOP's to submit their comments to the planning portal as soon as possible.

Thirteen MOP's left the meeting at 20:08

It was RESOLVED to object on grounds of the proposal being out of keeping, too large for the area, too much impact from construction process, road being too narrow, overlooking issue from plot 2, the visibility splay being unachievable, concerns relating to the destruction of biodiversity prior to the planning process commencement. To request a visit from an ecology officer, a planning officer site visit and that should consent be granted that a traffic management plan is put in place, restricting vehicle size, times of access, a one way system for construction traffic, and that all vehicles are parked on the development site and not parked on Rose Lane.

ACTION: Parish Office to investigate if the verge used for access to this potential development is Parish Council owned. **Post meeting note: this land has been identified as belonging to Highways.*
Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.

Four MOP's left the meeting at 20:29

PL021/2627 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [26/01177/HFUL](#) | **Proposal:** Two storey side/rear extension including garage door to front. Installation of solar panels to side elevation and rooflights to front and rear. Installation of fence to front boundary. | **Site address:** 48 Orchard Road Melbourn Cambridgeshire SG8 6BP |
MPC Comment: It was RESOLVED to object to this application on grounds of significant negative visual impact to the street scene and incorrect measurements of the driveway opening. With a request for a site visit and for the window to be opaque and fixed (non-opening) for privacy purposes.
Decision: Application Withdrawn (2 June 2026)
The decision was noted.
- b) [26/0423/TTCA](#) | **Proposal:** T1 and T2 - Leyland Cypress - Fell to ground level due to excessive shading impacting both No. 21 and No. 23 gardens. The tree has become a nuisance due to ongoing debris drop and bird fouling. | **Site address:** 21 High Street Melbourn Cambridgeshire SG8 6ER |
MPC Comment: No objection
Decision: No objection (2 June 2026)
The decision was noted.
- c) [26/0395/TTPO](#) | **Proposal:** T1 - Silver Birch, fell to ground level over concerns of subsidence on house T2 - 3 X Juniper, fell to ground level due to roots raising the blocks on the driveway T3 - Cotoneaster, fell to ground level due to stem pushing into fence T4 - Cupressus, reduce by 2m back to previous T5 - Prunus, reduce by 1m back to previous Reason - The reasoning is to conduct maintenance on the trees before they become too big of problem. Due to previous works, not undertaken by ourselves, they have now entered into a routine of maintenance and do not wish for the trees to have to be removed in the future | **Site address:** 5 Pryors Orchard Melbourn Cambridgeshire SG8 6UT |
MPC Comment: No Objection
Decision: Granted Permission (1 June 2026)
The decision was noted.
- d) [26/01547/HFUL](#) | **Proposal:** Single storey rear extension including replacement roof and raising wall height of existing rear element. Replacement of rear window with door. | **Site address:** 4 Barham Court Melbourn Cambridgeshire SG8 6EW |
MPC Comment: It was RESOLVED to support no comment.
Decision: Granted Permission (11 June 2026)
The decision was noted.
- e) [26/01683/HFUL](#) | **Proposal:** Demolition of existing garage and storage shed. Single storey side and rear extension, roof extension including raising of ridge height and application of external render. | **Site address:** 31A Orchard Road Melbourn Cambridgeshire SG8 6HH |
MPC Comment: It was RESOLVED to support no comment.
Decision: Granted Permission (12 June 2026)

The decision was noted.

- f) [26/01686/PRIOR](#) | **Proposal:** Single storey rear extension. | **Site address:** 18 Norgetts Lane Melbourn Cambridgeshire SG8 6HS |
MPC Comment: It was RESOLVED to support no comment.
Decision: Prior Approval Not Required (19 June 2026)

The decision was noted.

- g) [26/01538/FUL](#) | **Proposal:** Removal of existing building and the erection of 3 No. dwellings with private gardens and car parking on site. | **Site address:** 19-21 Station Road Melbourn Cambridgeshire SG8 6DX |
MPC Comment: It was RESOLVED to support no comment.
Decision: Granted Permission (23 June 2026)

The decision was noted.

- h) [26/0494/TTCA](#) | **Proposal:** T1 - Sycamore - Crown reduction in height by 2.5M and lateral growth by 1.5M (30%) T2 - Goat Willow - Crown reduce by 1M in height and 1M in width to increase natural light to the rear garden. | **Site address:** 8 Mortlock Street Melbourn Cambridgeshire SG8 6DB
MPC Comment: No comment
Decision: No Objection (25 June 2026)

The decision was noted.

PL022/2627 To note the following applications for tree work:

- a) **INFORMATION ONLY** [26/0552/TTCA](#) | **Proposal:** T1 - Conifer hedge - Trim the annual growth on the top by 30cm and trim sides by 15cm create flat top and side. T2 - Contorted Willow - Crown reduce to previous cuts (approx. 2M of new growth) T3 - Weeping willow - Re-pollard to previous pruning points, removing approximately 2m of new growth, to maintain size in the front garden, improve light to the front of the property, and increase airflow around the thatched roof. | **Site address:** Norgetts Thatch, Norgetts Lane Melbourn Cambridgeshire |
Deadline for comment: (25 June 2026) *MPC supported application via email.*

The application was noted.

PL023/2627 Planning Applications:

- a) [26/02084/FUL](#) | **Proposal:** Installation of a waterless toilet cabin and the installation of new fencing and replace the current pedestrian and vehicle entrance gates | **Site address:** St Georges Allotment Gardens The Moor Melbourn Cambridgeshire |
Deadline for comment: (8 July 2026) *MPC is the applicant on this proposal.*
The application was noted as being submitted by MPC.
- b) [26/02046/LBC](#) | **Proposal:** Various internal and external works and repairs, for the management of damp and to prevent water ingress, and repair to garden wall. | **Site address:** 79 High Street Melbourn Cambridgeshire SG8 6AA |
Deadline for comment: 15 July 2026
It was RESOLVED to support no comment.
Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.
- c) [26/01780/FUL](#) | **Proposal:** Erection of 3 No. detached dwellings together with parking and garage, new shared access road onto Rose Lane with turning facilities. | **Site address:** Land between 5 and 7 Rose Lane Melbourn Cambridgeshire |
Deadline for comment: 21 July 2026
Item order altered by Chair. See above.

PL024/2627 Planning Appeal

- a) [25/03217/FUL](#) | **Proposal:** Change of use of part of the former poultry farm from agriculture to the keeping and training of a small number of dogs for security purposes (retrospective). | **Site address:** Bridgefoot Farm Barley Road Flint Cross Great And Little Chishill Cambridgeshire |
MPC Comment: It was RESOLVED to object to this application on the grounds of:
** Noise disturbance 'evidence of unacceptable noise disturbance from residents.*
** Highways safety 'property is still unofficially using the A505 entrance (that does not have planning permission) 'this is not safe and has been raised as an issue previously.*
It is also noted that the housing of dogs causing animal welfare concerns and should be raised with the relevant authorities.
Decision: Refused Permission (29 April 2026) | **Appeal date:** 23 June 2026 |

Deadline for comment: 28 July 2026

It was RESOLVED to confirm that MPC's position has not changed, and to report that the A505 entrance is still in use.

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

PL025/2627 Licensing

- a) To note correspondence from SCDC Licencing regarding [Street Trader Consents](#) for Ice Cream Traders

It was noted.

PL026/2627 Street works

- a) To note Intends Notice for TTRO for S278 junction improvement works in New Road | Deadline to comment 3 July 2026 | *No comments from email.*

No further comments.

PL027/2627 Correspondence

- a) To consider comments on Greater Cambridge Shared Planning [Local Validation Checklist consultation](#) | Closing date 28th July 2026.

No comment.

- b) To note Street Naming & Numbering Notification for Unit G5 at Melbourn Science Park.

It was noted.

- c) To receive correspondence regarding the proposed Rose Lane development.

It was received.

- d) To receive correspondence from SCDC relating to the Greater Cambridge Urban Development Corporation (UDC)

It was received.

- e) To receive and consider correspondence from Planning Application Review

It was received.

PL028/2627 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 – PL030/2627b)**

It was RESOLVED to carry the motion to exclude Public and Press as stated above.

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

- b) To receive correspondence from GCSP and Hopkins Homes regarding the s106 agreement for the transfer of LEAP, LAP and incidental parcels for comment, consideration to be taken at Maintenance Committee and Full Council.

The correspondence was received.

It was RESOLVED to recommend (subject to site inspection by cllrs) acceptance of the offer to the Maintenance Committee and Full Council.

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

PL029/2627 To note the date of the next meeting as **Wednesday 12 August 2026** at 7.30pm.

The date of the next meeting was noted as Wednesday 12 August 2026.

Meeting closed 20:45



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

A meeting of the Planning Committee held on Wednesday 10 June 2026 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

In attendance: Alex Coxall (Deputy Clerk), 9 Members of the Public

PLANNING COMMITTEE: MINUTES

Meeting started 19:31

PL001/2627 To receive nominations and elect a Chair of the Planning Committee

Cllr Kilmurray was nominated. There were no other nominations.

It was **RESOLVED** to elect Cllr Kilmurray as Chair of the Planning Committee for the civic year 2026/2027.

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

PL002/2627 To receive nominations and elect a Vice Chair of the Planning Committee

Cllr Wilson was nominated. There were no other nominations.

It was **RESOLVED** to elect Cllr Wilson as Vice Chair of the Planning Committee for the civic year 2026/2027. Nominated in his absence.

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

PL003/2627 To receive apologies for absence

Apologies received from Cllrs Campbell and Wilson with acceptable reasons given.

It was **RESOLVED** to accept apologies of absence from Cllrs Campbell and Wilson.

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

PL004/2627 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

Cllr Hart declared an interest in item PL012/2627).

At time of vote Cllr Clark declared an interest in item PL010/2627b).

Dispensation was granted to remain for discussion but not to vote.

PL005/2627 To approve the minutes of the Planning Committee Meeting on 6 May 2026

It was **RESOLVED** to approve the minutes of the Planning Committee Meeting held on 6 May 2026 as an accurate record.

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

PL006/2627 To report back on the minutes of the Planning Committee Meetings on 6 May 2026

Nothing to report

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

PL007/2627 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)

Eight members of the public were present, attending in relation to item PL012/2627). Chair altered agenda order to discuss item PL012/2627).

PL012/2627 To note correspondence from Wicks Developments regarding a planning proposal on Rose Lane.

Several MOP's shared concerns over privacy, overlooking, amenity, close proximity to existing dwellings, traffic volume, parking, lack of pedestrian walkway and safe access for wheelchair users. It was also expressed that the lane is narrow, single track, and inappropriate for construction vehicles. Concerns were also raised about visibility and access with existing hedgerow, as well as the location being a conservation area and that some tree's with TPO's might be flagged for removal. General opinion was that too many houses were potentially being squeezed into the available area. ACTION: Office to submit an email response highlighting the residents' concerns to Wicks Developments.

One MOP entered the meeting at 19:40

Cllr Barnes entered the meeting at 19:43

Nine MOP's left the meeting at 19:55

PL008/2627 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [26/01390/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for the installation of new uPVC windows to replace existing including ones to porch and the addition of | **Site address:** 37 The Moor Melbourn Cambridgeshire SG8 6ED |
Decision: Certificate Granted (1 May 2026)
The decision was noted.
- b) [25/03217/FUL](#) | **Proposal:** Change of use of part of the former poultry farm from agriculture to the keeping and training of a small number of dogs for security purposes (retrospective). |
Site address: Bridgefoot Farm Barley Road Flint Cross Great And Little Chishill Cambridgeshire SG8 7PU |
MPC Comment: It was RESOLVED to object to this application on the grounds of:
** Noise disturbance ' evidence of unacceptable noise disturbance from residents.*
** Highways safety ' property is still unofficially using the A505 entrance (that does not have planning permission) ' this is not safe and has been raised as an issue previously.*
It is also noted that the housing of dogs causing animal welfare concerns and should be raised with the relevant authorities.
Decision: Refused Application (29 April 2026)
The decision was noted.
- c) [26/01042/HFUL](#) | **Proposal:** Replacement of existing front porch | **Site address:** 5 Chapmans Close Melbourn Cambridgeshire SG8 6AH |
MPC Comment: Support no comment
Decision: Application Permitted (28 April 2026)
The decision was noted.
- d) [25/00702/S73](#) | **Proposal:** S73 to vary conditions 2 (approved drawings) and 3 (materials) of planning permission 25/04034/HFUL (First floor rear extension, addition of rear rooflight and new window to side elevation) to change approved material to render. | **Site address:** 75C High Street Melbourn Cambridgeshire SG8 6AA |
MPC Comment: Support no comment
Decision: Application Permitted (30 April 2026)
The decision was noted.
- e) [26/0289/TTCA](#) | **Proposal:** T1 - Plum - Fell to ground level T2 - Pear - Fell to ground level T3 - Apple - Fell to ground level T4 - Apple - Fell to ground level T5 - Apple - Fell to ground level T7 - Apple - Fell to ground level T8 - Lawson Cypress - Fell to ground level Reason - Reduce overcrowding and improve the overall growing conditions within the garden | **Site address:** 33 High Street Melbourn Cambridgeshire SG8 6DZ |
MPC Comment: No objection
Decision: No objection (28 April 2026)

The decision was noted.

- f) [26/0222/TTPO](#) | **Proposal:** T1 - Ash - Crown reduce by 5 metres Reason - Fungal decay present in a busy location | **Site address:** Footpath Near 12 Pryors Orchard Melbourn Cambridgeshire |
MPC Comment: No comment
Decision: Tree Application Permitted (28 April 2026)

The decision was noted.

- g) [26/0381/TTCA](#) | **Proposal:** 4 and 5 - Conifers (Dead)- Fell | **Site address:** 31 High Street Melbourn Cambridgeshire SG8 6EB |
MPC Comment: No objection
Decision: No objection (19 May 2026)

The decision was noted.

- h) [25/01320/CONDA](#) | **Proposal:** Submission of details required by condition 4 (Construction Environmental Management Plan) of prior approval application 25/01320/PRIOR | **Site address:** 12 Rose Lane Melbourn Cambridgeshire SG8 6AD |
Decision: Discharge Condition in Full (27 May 2026)

The decision was noted.

- i) [26/0373/TTPO](#) | **Proposal:** T1 - Sycamore - Clean out crown, removing all dead wood over 25mm in diameter, all crossing/rubbing branches and dead stubs to prevent debris falling as tree is growing over several gardens | **Site address:** 17 Greenbanks Melbourn Cambridgeshire SG8 6AS |
MPC Comment: No objection
Decision: Granted Permission (29 May 2026)

The decision was noted.

- j) [26/0366/TTPO](#) | **Proposal:** T1 Bird Cherry (Prunus padus) small, twin-stemmed, semi-mature tree remove to ground level and replace.
G2 X2 Sycamores pruning of the trees back to the boundary line approximately 1.5m of reduction. |
Site address: 4 New Road Melbourn Cambridgeshire SG8 6BX |
MPC Comment: No objection
Decision: Granted Permission (29 May 2026)

The decision was noted.

PL009/2627 To note the following applications for tree work:

- a) **INFORMATION ONLY** [26/0494/TTCA](#) | **Proposal:** T1 - Sycamore - Crown reduction in height by 2.5M and lateral growth by 1.5M (30%) T2 - Goat Willow - Crown reduce by 1M in height and 1M in width to increase natural light to the rear garden. | **Site address:** 8 Mortlock Street Melbourn Cambridgeshire SG8 6DB |
Application noted.

PL010/2627 Planning Applications:

- a) [26/01339/FUL](#) | **Proposal:** Erection of 2no. self-build/custom build. Two and a half storey 3bed dwellings to side garden | **Site address:** 42 Medcalfe Way Melbourn Cambridgeshire | **Deadline for comment:** 11 June 2026
It was RESOLVED to object on grounds of the proposal being out of keeping with the street scene, proposed dwellings and gardens being too small for a family, and considered overdevelopment. MPC supports objections from Highways.
Proposed by Cllr Kilmurray, seconded by Cllr Clark. All in favour.
- b) [26/01683/HFUL](#) | **Proposal:** Demolition of existing garage and storage shed. Single storey side and rear extension including raising of ridge height and application of external render. | **Site address:** 31A Orchard Road Melbourn Cambridgeshire SG8 6HH | **Deadline for comment:** 11 June 2026
It was RESOLVED to support no comment.
Proposed by Cllr Hart, seconded by Cllr Barnes.
In favour: Cllrs Kilmurray, Alexander, Hart, Barnes
Against:
Abstain: Cllr Clark
- c) [CCC/26/049/FUL](#) | **Proposal:** Erection of a permanent modular classroom building, fencing and associated works, including service cabling, and the removal of existing play equipment. | **Site**

address: Melbourn Primary School Mortlock Street Melbourn Cambridgeshire SG8 6BD | **Deadline for comment:** 11 June 2026

It was RESOLVED to support no comment.

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

- d) [26/01686/PRIOR](#) | **Proposal:** Single storey rear extension.

Maximum height to ridge: 3.90m

Height to eaves: 2.45m

Please note: As the site is situated on non-uniform, sloping ground, all height limits have been measured from the highest part of the surface of the ground immediately adjacent to the proposed extension, strictly in accordance with the interpretation rules set out in Article 2(2) of the GPDO 2015. All new external finishes and materials will be of a similar appearance to those used in the construction of the exterior of the existing dwelling house, in compliance with standard Permitted Development conditions. | **Site address:** 18 Norgetts Lane Melbourn Cambridgeshire SG8 6HS | **Deadline for comment:** TBC

It was RESOLVED to support no comment.

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

- e) [26/01538/FUL](#) | **Proposal:** Removal of existing building and the erection of 3 No. dwellings with private gardens and car parking on site. | **Site address:** 19 – 21 Station Road Melbourn Cambridgeshire SG8 6DX | **Deadline for comment:** 11 June 2026

It was RESOLVED to support no comment.

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

PL011/2627 To consider forming an official comment on the [Notice of Intention](#), [New Local Plan](#) and [Scoping Document](#) from North Herts Council

No comment.

PL012/2627 To note correspondence from Wicks Developments regarding a planning proposal on Rose Lane.

Item order altered by Chair. See above.

PL013/2627 To consider a request from 1st Orwell Scout Group to begin the ground works for the new hut.

It was RESOLVED to recommend retrospective approval to the next full Parish Council meeting.

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

PL014/2627 To consider forming an official comment for the [Cambridge Water Drought Plan](#) public consultation | **Deadline:** 30 July 2026

This item was deferred to the next maintenance meeting.

PL015/2627 To note the date of the next meeting as **Wednesday 08 July 2026** at 7.30pm.

The date of the next meeting was noted as Wednesday 08 July 2026.

Meeting closed 20:53



🏠 **Melbourn Parish Council**
Melbourn Community Hub
30 High Street
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MELBOURN PARISH COUNCIL - PLANNING COMMITTEE (District of South Cambridgeshire)

A meeting of the Planning Committee held on Wednesday 7 May 2026 at 19:30 in the Dickens Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

Present: Cllrs Kilmurray (Chair), Clark, Alexander

Absent:

In attendance: Alex Coxall (Deputy Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:30

PL128/2526 To receive apologies for absence

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

PL129/2526 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

Nothing to report.

PL130/2526 To approve the minutes of the Planning Committee Meeting on 8 April 2026

It was noted that MPC comments needed to appear on the decision notices for agendas and minutes, this has been corrected.

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 8 April 2026 as an accurate record.

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

PL131/2526 To report back on the minutes of the Planning Committee Meetings on 8 April 2026

Nothing to report

PL132/2526 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)

Two members of the public were present, attending in relation to item PL135/2526b). Chair altered agenda order to discuss item PL135/2526b).

PL135/2526 Planning Applications:

- b) [26/01177/HFUL](#) | **Proposal:** Two storey side/rear extension including garage door to front. Installation of solar panels to side elevation and rooflights to front and rear. Installation of fence to front boundary. | **Site address:** 48 Orchard Road Melbourn Cambridgeshire SG8 6BP | **Deadline for comment:** 7 May 2026

Order of item altered by Chair.

MOP shared concern over incorrect measurements in the plans for the entrance to the driveway and requested a site visit from the planning officer. Concern was also raised about the previous Certificate of Lawfulness that was granted in relation to fences for this property in December, which contravenes the deeds of all the properties in the immediate vicinity.

Cllrs commented on the negative visual impact, with a significant impact on the street scene. Cllrs also acknowledged the fence issue that contravenes the deeds, but explained that this is a civil matter. Comments were also raised about the external window in the plans, and expressed privacy concerns and the need for the window to be opaque and fixed (non-opening). Cllrs would like to request a site visit to review the driveway entrance in person, as the measurements in the plan do not accurately reflect the available space.

It was RESOLVED to object to this application on grounds of significant negative visual impact to the street scene and incorrect measurements of the driveway opening. With a request for a site visit and for the window to be opaque and fixed (non-opening) for privacy purposes.

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

Two MOPs left the meeting at 20:04

PL133/2526 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [26/01002/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for the erection of porch, alterations to windows | **Site address:** 90 Medcalfe Way Melbourn Cambridgeshire SG8 6HU | *MPC Comment: No comment*
Decision: Certificate Granted (9 April 2026)
The decision was noted.
- b) [26/0256/TTCA](#) | **Proposal:** T1: Leyland Cypress – Reduce the height by 6 metres and trim the lateral growth by 5cm to allow more light to the front of the property and provide clearance from the highway by crown raising 5.5m from floor level. T2: Sycamore – Remove three lower branches to achieve a crown lift to 5 metres, allowing more light to the rear garden and providing clearance from the roof. | **Site address:** 6 Mortlock Street Melbourn Cambridgeshire SG8 6DB | *MPC Comment: No objection*
Decision: No Objection (10 April 2026)
The decision was noted.
- c) [26/0190/TTPO](#) | **Proposal:** Sycamore – Crown Reduce by 3m to Crown thin by 30%. Reason – This application seeks consent for proactive, preventative maintenance of a mature Sycamore, balancing the ongoing preservation of the tree with the legitimate safety concerns of the neighbouring property | **Site address:** 9 The Lawns Melbourn Cambridgeshire SG8 6BA | *MPC Comment: No objection*
Decision: Tree Application Permitted (10 April 2026)
The decision was noted.
- d) [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 and removal of condition 6 (implementation of landscaping), condition 7 (replacement planting) and condition 8 (Traffic Management Plan). | **Site address:** Black Peak Farm London Road Melbourn Cambridgeshire SG8 7PJ | *MPC Comment: Support no comment*
Decision: Application Permitted (16 April 2026)
The decision was noted.

PL134/2526 To note the following applications for tree work:

- a) [26/0373/TTPO](#) | **Proposal:** T1 – Sycamore – Clean out crown, removing all dead wood over 25mm in diameter, all crossing/rubbing branches and dead stubs to prevent debris falling as tree is growing over several gardens | **Site address:** 17 Greenbanks Melbourn Cambridgeshire SG8 6AS | **Deadline for comment:** 8 May 2026
No objection
- b) [26/0366/TTPO](#) | **Proposal:** T1 Bird Cherry (Prunus Padus) small, twin-stemmed, semi-mature tree remove to ground level and replace. G2 X2 Sycamores pruning of the trees back to the boundary line

approximately 1.5m of reduction. | **Site address:** 4 New Road Melbourn Cambridgeshire SG8 6BX|
Deadline for comment: 7 May 2026

No objection

- c) [26/0381/TTCA](#) | **Proposal:** 4 and 5 - Conifers - To be felled as now dead likely due to leak from incoming water supply. | **Site address:** 31 High Street Melbourn Cambridgeshire | **Deadline for comment:** 11 May 2026

No objection

- d) [26/0395/TTPO](#) | **Proposal:** T1 - Silver Birch, fell to ground level over concerns of subsidence on house. T2 - 3 X Juniper, fell to ground level due to roots raising the blocks on the driveway. T3 - Cotoneaster, fell to ground level due to stem pushing into fence. T4 - Cupressus, reduce by 2m back to previous. T5 - Prunus, reduce by 1m back to previous. Reason - The reasoning is to conduct maintenance on the trees before they become too big of problem. Due to previous works, not undertaken by ourselves, they have now entered into a routine of maintenance and do not wish for the trees to have to be removed in the future. | **Site address:** 5 Pryors Orchard Melbourn, Cambridgeshire | **Deadline for comment:** 19 May 2026

No objection

- e) [26/0423/TTCA](#) | **Proposal:** T1 and T2 - Leyland Cypress - Fell to ground level due to excessive shading impacting both No. 21 and No. 23 gardens. The tree has become a nuisance due to ongoing debris drop and bird fouling. | **Site address:** 21 High Street Melbourn Cambridgeshire | **Deadline for comment:** 19 May 2026

No objection

PL135/2526 Planning Applications:

- a) **INFORMATION ONLY** [25/01320/CONDA](#) | **Proposal:** Submission of details required by condition 4 (Construction Environmental Management Plan) of prior approval application 25/1320/PRIOR | **Site address:** 12 Rose Lane Melbourn Cambridgeshire SG8 6AD |

Application noted.

- b) [26/01177/HFUL](#) | **Proposal:** Two storey side/rear extension including garage door to front. Installation of solar panels to side elevation and rooflights to front and rear. Installation of fence to front boundary. | **Site address:** 48 Orchard Road Melbourn Cambridgeshire SG8 6BP | **Deadline for comment:** 7 May 2026

Item order altered by Chair. See above.

- c) **INFORMATION ONLY** [26/01390/CL2PD](#) | **Proposal:** Certificate of lawfulness under S192 for the installation of new uPVC windows to replace existing including ones to porch | **Site address:** 37 The Moor Melbourn Cambridgeshire SG8 6ED |

Application noted.

- d) [26/01538/FUL](#) | **Proposal:** Removal of existing building and the erection of 3 No. dwellings with private gardens and car parking on site. | **Site address:** 19-21 Station Road Melbourn Cambridgeshire SG8 6DX | **Deadline for comment:** TBC

Comments around conflicting plans and information on the supporting documents of this application. Description states 3 dwellings but some plans show 2 dwellings with storage. Parking implications also raised, road parking is for the public and time limited, the plans do not make clear reference to parking. MPC could not decide on this application due to too many discrepancies with the plans.

- e) [26/01547/HFUL](#) | **Proposal:** Single storey rear extension including replacement roof and raising wall height of existing rear element. Replacement of rear window with door. | **Site address:** 4 Barham Court Melbourn Cambridgeshire | **Deadline for comment:** 20 May 2026

It was RESOLVED to support no comment.

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

PL136/2526 To consider an application to install a disabled persons parking bay in Norgetts Lane, Melbourn | Deadline to comment: 22nd May 2026

It was RESOLVED to support no comment.

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

PL137/2526 To note the date of the next meeting as Wednesday 10 June 2026 at 7.30pm.

The date of the next meeting was noted as Wednesday 10 June 2026.

Meeting closed 20:32



🏠 **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 8 April 2026 at 19:30 in the Austen Room, Community Hub, 30 High Street, Melbourn SG8 6DZ

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

Absent:

In attendance: Alex Coxall (Deputy Clerk)

PLANNING COMMITTEE: MINUTES

Meeting started 19:32

PL119/2526 To receive apologies for absence

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

PL120/2526 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

Nothing to report.

PL121/2526 To approve the minutes of the Planning Committee Meeting on 11 March 2026

It was RESOLVED to approve the minutes of the Planning Committee Meeting held on 11 March 2026 as an accurate record.

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

PL122/2526 To report back on the minutes of the Planning Committee Meetings on 11 March 2026

Nothing to report.

PL123/2526 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.

PL124/2526 Decision Notices: To receive any decision notices issued since the last meeting.

- a) [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 | **Decision:** Discharge Condition in Full
The decision was noted.
- b) [25/04878/HFUL](#) | **Proposal:** Single storey extension and partial garage conversion to enlarge kitchen/dining room. | **Site address:** 9 The Lawns Close Melbourn Cambridgeshire SG8 6DR | **Decision:** Application Permitted
The decision was noted.
- c) [26/00167/HFUL](#) | **Proposal:** Part single storey and part two storey rear and side extensions. Single storey side extension to the existing garage. | **Site address:** 78 Beechwood Avenue Melbourn Cambridgeshire SG8 6BW | **Decision:** Application Permitted
The decision was noted.

- d) [26/0117/TTCA](#) | **Proposal:** Spruce – Fell | **Site address:** 2 Water Lane Melbourn Cambridgeshire SG8 6AY | **Decision:** No Objection
The decision was noted.
- e) [26/0137/TTCA](#) | **Proposal:** T1 - Horse Chestnut (rear garden) - Previously pruned approx 12ms in height: re-pollard equating to reduction of 1.5ms of regrowth to leave at approx 10.5ms | **Site address:** 27 Station Road Melbourn Cambridgeshire SG8 6DX | **Decision:** No Objection
The decision was noted.
- f) [26/0191/TTCA](#) | **Proposal:** T.1 Silver birch - Reduce the overall height of the tree by approximately 2.5 metres and reduce the lateral spread by approximately 1.5 metres by means of a crown reduction, retaining the main framework of the crown. Reduce selected lateral branches to provide a minimum clearance of 1.5 metres from the dwelling. Reasons for work are close proximity to the dwelling. The proposed reduction will help ensure suitable clearance from the property and allow the tree to be managed at an appropriate size for its surroundings, whilst maintaining its health and amenity value. T.2 Silver birch - Reduce the overall height of the tree by approximately 2.5 metres and reduce the lateral spread by approximately 1.5 metres by means of a crown reduction, retaining the main framework of the crown. Reasons for work are close proximity to the dwelling and neighbouring dwelling. The proposed reduction will help ensure suitable clearance from the property and allow the tree to be managed at an appropriate size for its surroundings, whilst maintaining its health and amenity value. T.3 Box Elder - Reduce the overall height of the tree by approximately 2.5 metres and reduce the lateral spread by approximately 1.5 metres by means of a crown reduction, retaining the main framework of the crown. Reasons for work are close proximity to the dwelling and neighbouring dwelling. The proposed reduction will help ensure suitable clearance from the property and allow the tree to be managed at an appropriate size for its surroundings, whilst maintaining its health and amenity value. | **Site address:** 1 Kays Close Melbourn Cambridgeshire SG8 6EJ | **Decision:** No Objection
The decision was noted.

PL125/2526 To note the following applications for tree work:

- a) [26/0222/TTPO](#) | **Proposal:** T.1, Ash - (Crown reduce by ~5 metres (fungal decay present in a busy location) | **Site address:** Footpath Near 12 Pryors Orchard Melbourn Cambridgeshire SG8 6HR |
No objection recorded.
- b) [26/0256/TTPO](#) | **Proposal:** T1: Leyland Cypress – Reduce the height by 6 metres and trim the lateral growth by 5cm to allow more light to the front of the property and provide clearance from the highway by crown raising 5.5m from floor level
T2: Sycamore – Remove three lower branches to achieve a crown lift to 5 metres, allowing more light to the rear garden and providing clearance from the roof | **Site address:** 6 Mortlock Street Melbourn Cambridgeshire SG8 6DB | (Deadline for comment 1 April 2026) *No objection from email.*
No objection recorded.
- c) [26/0289/TTCA](#) | **Proposal:** T1 - Plum - Fell to ground level T2 - Pear - Fell to ground level T3 - Apple - Fell to ground level T4 - Apple - Fell to ground level T5 - Apple - Fell to ground level T7 - Apple - Fell to ground level T8 - Lawson Cypress - Fell to ground level Reason - Reduce overcrowding and improve the overall growing conditions within the garden | **Site address:** 33 High Street Melbourn Cambridgeshire | **Deadline for comment:** 15 April 2026
No objection recorded.

PL126/2526 Planning Applications:

- a) **INFORMATION ONLY** [26/01002/CL2PD](#) | **Proposal:** Erection of porch, alterations to windows | **Site address:** 90 Medcalfe Way Melbourn Cambridgeshire |
The information was noted.
- b) [26/00702/S73](#) | **Proposal:** S73 to vary conditions 2 (approved drawings) and 3 (materials) of planning permission 25/04034/HFUL (First floor rear extension, addition of rear rooflight and new window to side elevation) to change approved material to render. | **Site address:** 75C High Street Melbourn Cambridgeshire SG8 6AA | **Deadline for comment:** 14 April 2026
It was RESOLVED to support no comment.

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

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

- c) [26/01042/HFUL](#) | **Proposal:** Replacement of existing front porch | **Site address:** 5 Chapmans Close Melbourn Cambridgeshire SG8 6AH | **Deadline to comment:** 16 April 2026

It was RESOLVED to support no comment.

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

PL127/2526 To note the date of the next meeting as **Wednesday 6 May 2026** at 7.30pm.

The date of the next meeting was noted as Wednesday 6 May 2026.

Meeting closed 19:47



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

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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.....



🏠 **Melbourn Parish Council**
Melbourn Community Hub
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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



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

① Abi Williams, Clerk
① Alex Coxall, Deputy Clerk
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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



🏠 **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 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 Fenestration. | **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 Munceys 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 line]



- (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 pc2 5ub
tel: 01733 234857
e-mail: janes@arcdesign.co.uk

CLIENT
GREENE KING

PROJECT
THE DOUPHIN
MELBOURN

DRAWING
PLAN AS PROPOSED - LICENSING

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

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relevant design and construction drawings
and schedule of work.

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@scambs.gov.uk>

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

To: Cllr Jose Hales (Scambs - Melbourn) <Jose.Hales@councillor.online>; Cllr SallyAnn Hart (SCambs - 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.



COLLABORATIVE



COURAGEOUS



COMPASSIONATE

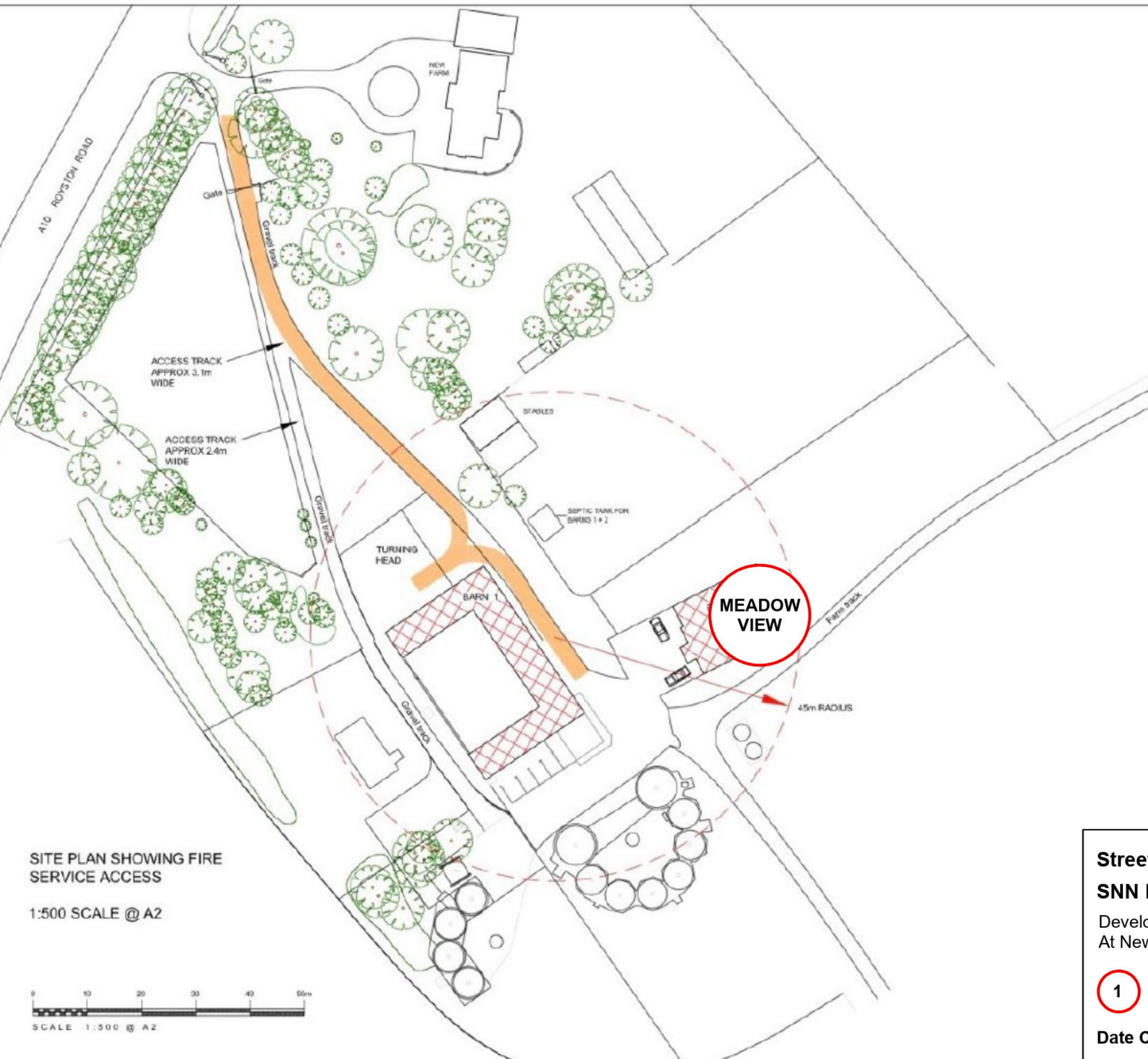


ACCOUNTABLE

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

SITE PLAN SHOWING FIRE
SERVICE ACCESS

1:500 SCALE @ A2



COOK & COOK

2 WATERLANE
CAKINGTON
CAMBRIDGE
CB24 3NL

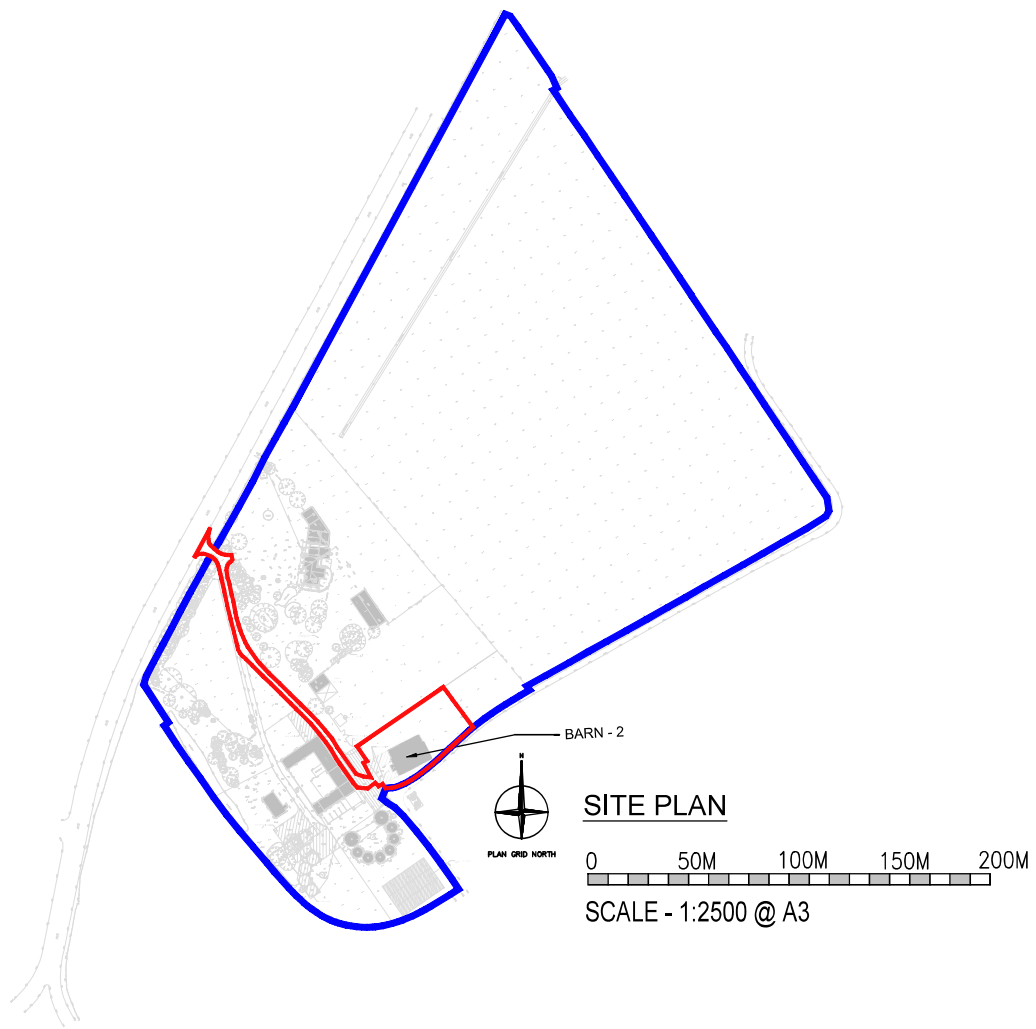
Street Naming & Numbering Plan

SNN Ref: FJXRQLJK

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

1 Property Number

Date Created: 07/01/2026



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: kake@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
Dwg No: 1738/702	Revision: -	

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All dimensions to be checked on site before work is commenced.

From: [Abi Williams](#)
To: [Assistant Clerk](#)
Subject: PLANNING AGENDA FW: Planning reference: 26/0222/TTPO - Status update
Date: 27 February 2026 09:14:46
Attachments: [image001.png](#)

From: Planning <Planning@greatercambridgeplanning.org>
Sent: 27 February 2026 09:01
To: hello@shiretrees.co.uk
Cc: Abi Williams <parishclerk@melbournparishcouncil.gov.uk>
Subject: Planning reference: 26/0222/TTPO - Status update

Dear Mr Cantle,

Our Reference: 26/0222/TTPO
Your Reference: Melbourn Parish Council
Your Client: Abi Williams, Melbourn Parish Council
Site address: Street Record Access Road To Houses From Orchard Road
Melbourn Cambridgeshire SG8 6HR
Proposal: T.1, Ash - (Crown reduce by ~5 metres (fungal decay present in
a busy location)

I would like to confirm that the Greater Cambridge Shared Planning Service have received your application.

Your application is now in the validation queue and we will not contact you until your application has been reviewed by a Technical Support Officer. You will receive, either an invalid letter, which will provide you with the reason(s) as to why your application is invalid or an acknowledgement letter confirming your application is valid, along with the case officer assigned. At the point your application is valid you will be able to view it on Public Access.

To view our local validation checklists please visit [Validation checklist \(greatercambridgeplanning.org\)](https://greatercambridgeplanning.org).

Yours sincerely

Greater Cambridge Shared Planning



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Assistant Clerk

From: Abi Williams
Sent: 27 April 2026 11:10
To: Assistant Clerk
Subject: PLANNING FW: Proposed Disabled Persons Parking Bays: Norgetts Lane, Melbourn
Attachments: Norgetts Lane DPPB plan.pdf

From: [REDACTED]
Sent: 27 April 2026 11:09
To: Cllr Adam Bostanci <Adam.Bostanci@cambridgeshire.gov.uk>; Cllr Jose Hales (SCambs - Melbourn) <cllr.hales@scambs.gov.uk>; Cllr SallyAnn Hart (SCambs - Melbourn) <cllr.hart@scambs.gov.uk>; Abi Williams <parishclerk@melbournparishcouncil.gov.uk>
Subject: Proposed Disabled Persons Parking Bays: Norgetts Lane, Melbourn

Dear Councillors and Melbourn Parish Council

Cambridgeshire County Council has received an application to install a disabled persons parking bay for a local resident in Norgetts Lane, Melbourn.

Cambridgeshire County Council has an annual budget to install disabled persons parking bays for those residents who apply and meet the criteria to be considered for a bay. Consultation letters have been sent to local residents.

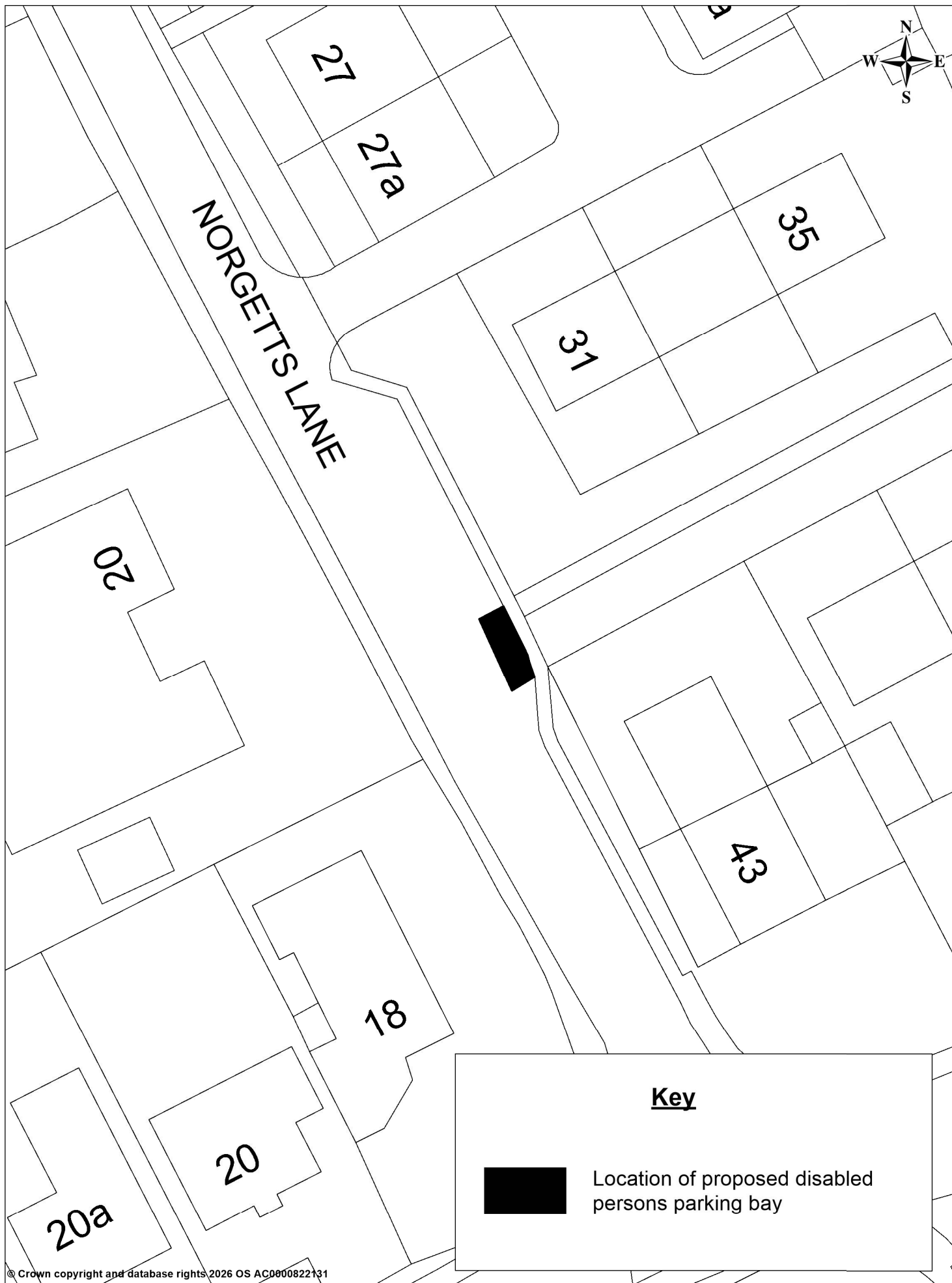
I attach a plan showing the location of the proposed disabled persons parking bay.

If you wish to make any comments on this proposal we would appreciate them by the 22nd May 2026.

If you require any further information please do not hesitate to contact me.

Kind regards

[REDACTED]
[REDACTED]
Policy & Regulation
Transport Strategy & Network Management
Box ALC2662
New Shire Hall
Emery Crescent
Enterprise Campus
Alconbury Weald
PE28 4YE
0345 045 5212



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ORDER TITLE:

Proposed disabled persons parking bay: Norgetts Lane, Melbourne

PROJECT:

0

Scale (at A4)

1:199

REVISION:

0

Date:

13/04/2026



Wicks
Developments

Proposed New Homes

Land between 5-7 Rose Lane, Melbourn

A carefully considered proposal for three detached family homes within the established village setting.



Artist's impression.
Frontage to Rose Lane.

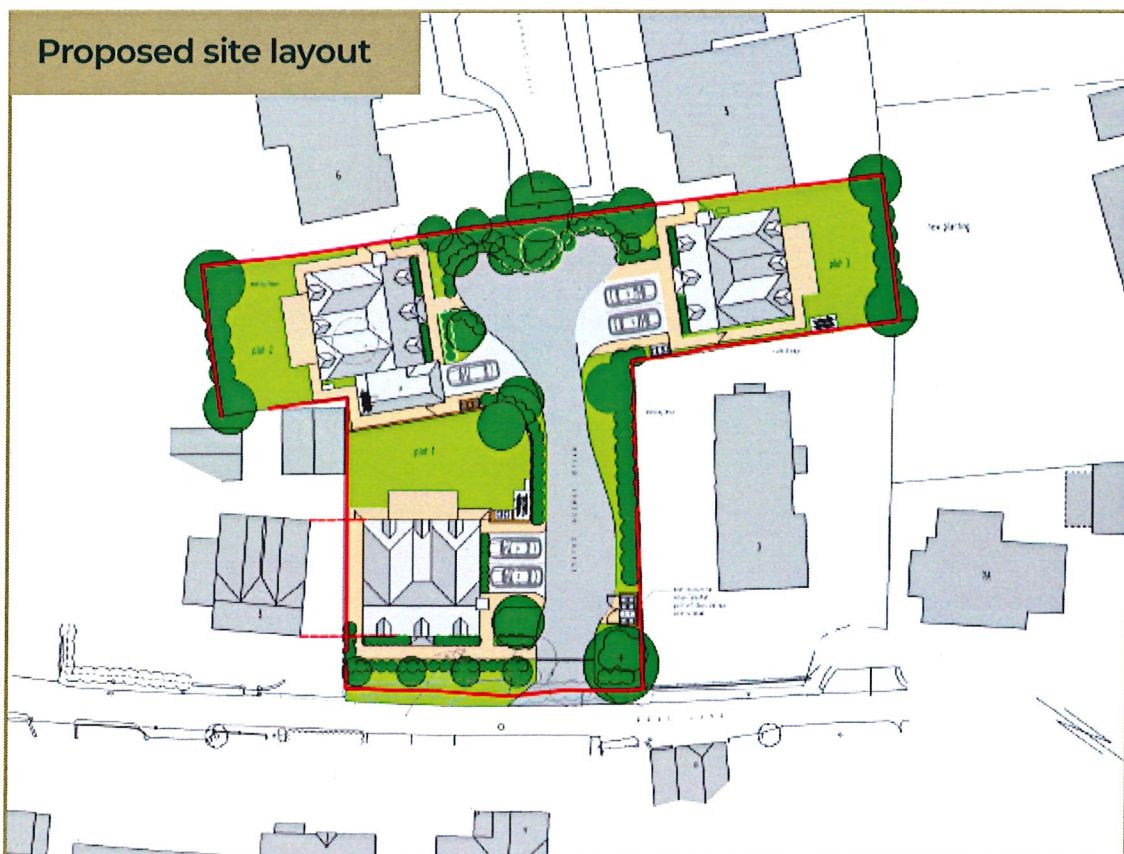
WE WELCOME YOUR FEEDBACK.
STEPHEN@WICKSDEVELOPMENTS.COM

Existing site view

Rose Lane, Melbourn

Following detailed pre-application discussions with the Local Planning Authority and Highways Authority, Wicks Developments is bringing forward proposals for three detached family homes designed to complement the character of Rose Lane and the surrounding conservation setting.

The homes would feature traditional proportions and carefully selected materials including soft red/orange stock brickwork, handmade clay detailing and grey slate roof tiles.





Wicks Developments Limited

Abigail Williams
Melbourn Parish Council
30 High Street
Melbourn
Royston
SG8 6DZ

Wood Hall
59 Burkes Road
Beaconsfield
Buckinghamshire
HP9 1PW

Tel: 07514 283410

12 May 2026

SW/50

Dear Ms Williams,

Re: Land between 5-7 Rose Lane, Melbourn

Wicks Developments is a family-run housebuilding company specialising in small bespoke residential developments in attractive locations, such as Melbourn.

The land between number 5 and 6 Rose Lane has been vacant for many years and sits within the established settlement boundary of Melbourn Village.

Before making the decision to purchase the site, extensive pre-application discussions took place with both the planning authority and the highways department. Our proposed development of three detached houses reflects those discussions. The principle of development on this land is in line with local and national planning policy and good highway safety.

The proposed new access point would be by way of a simple dropped kerb crossover as opposed to kerb radii and white lines, thereby preserving the quiet rural character of Rose Lane.

The scheme provides:

- A safe and functional access arrangement that meets highway standards for safety.

Wicks Developments Limited
Registered Office Address: 3 Brook Business Centre, Cowley Mill Road, Uxbridge, Middlesex, United Kingdom UB8 2FX
Company Registered No. 02257774
VAT No. 877296758

- On site car parking provisions for each dwelling that complies with Local Planning Authority parking standards.
- Cycle parking facilities for each dwelling.
- Adequate turning space for private cars and delivery vehicles.
- The proposed crossover access will allow two cars to pass safely and will be an improvement on the existing arrangements.

The development would comprise of three, two-storey dwellings with traditional proportions constructed from soft red/orange stock brick-work, with grey slate roof tiles and handmade clay tiles.

We believe our development of only three family homes has been well considered and will preserve and enhance the character of Rose Lane.

We would introduce a comprehensive planting scheme to the development frontage, which would create a green setting in the vicinity of the listed buildings and the conservation area.

The proposed site layout is shown within the enclosed leaflet, as is an artist's impression of the "street scene" showing the view of the frontage.

We do hope you will be able to support our proposals for this sympathetic development of this sensitive site.

Should you have any comments or queries please do not hesitate to contact us.

You should in any event be receiving formal notification of our planning application from the Local Authority in due course.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'S. Wicks', with a large, stylized flourish at the end.

Stephen Wicks
Managing Director

stephen@wicksdevelopments.com
www.wicksdevelopments.com

From: [Abi Williams](#)
To: [Cllr Kilmurray](#); [Cllr Clark](#); [Assistant Clerk](#)
Subject: FW: Scout Hut - Breaking Ground
Date: 02 June 2026 10:19:31

Consideration for addition to the next planning agenda...

From: [REDACTED]
Sent: 28 May 2026 08:49
To: Abi Williams <parishclerk@melbournparishcouncil.gov.uk>
Subject: Scout Hut - Breaking Ground

Hi Abi,

I hope that you are enjoying the heat....

We have an opportunity to begin the ground works on the hut in a few weeks as a ground worker has become available. Given the time the solicitors are taking to draft the lease agreement, and the incredibly small chance that there will be any issues with this formality, it is our intent to grasp this opportunity to get started! I trust that this is ok with you/the Council.

Yours sincerely,

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

Sent by email

28th May 2026

Dear Stakeholder,

Cambridge Water draft Drought Plan 2027

Following approval from the Secretary of State we are pleased to now publish our draft Drought Plan 2027 for public consultation, in accordance with the Water Industry Act 1991(2003) sections 37b and 39(b).

We have a statutory duty to prepare and maintain a drought plan, and our updated plan is expected to be published in spring 2027, following direction from the Secretary of State. Our drought plan outlines the actions that we take to manage a drought and ensure secure customer supplies, protect the environment and communicate with customers and our stakeholders before and during a drought.

Our new draft drought plan has been reviewed taking account of previous drought experience and updates to guidance. For this plan, we have reviewed and updated our drought triggers and amended our Levels of Service. We have also considered pre-consultation responses from our statutory consultees. No information has been excluded from the plan on the grounds of national security.

We would welcome any feedback and comments on our revised draft Drought Plan and supporting documents, which are available on our website:

[Our Drought Plan | Cambridge Water](#). Paper copies of the plan are available on request.

If you would like to comment on our plan, representations should be made to the Secretary of State by email to water.resources@defra.gov.uk with Cambridge Water in the subject field and copy to our mailbox drought.consultationCAM@south-staffs-water.co.uk

Representations by post should be sent to:

Drought Plan Consultation
Defra
Drought
Seacole, 2 Marsham Street
London SW1P 4DF

The consultation period runs for ten weeks until 30 July 2026. We will consider all representations made and publish a statement of response by the end of October 2026.

Yours Sincerely

A black rectangular redaction box covering the signature area.

From: [Abi Williams](#)
To: [Assistant Clerk](#)
Subject: PLANNING AGENDA FW: Cambridge Water draft Drought Plan publication - consultation
Date: 02 June 2026 10:39:05
Attachments: [CAM draft DP publication for consultation letter.docx](#)

From: [REDACTED] >
Sent: 28 May 2026 14:03
To: [REDACTED]
Cc: [REDACTED]
Subject: Cambridge Water draft Drought Plan publication - consultation

Dear Stakeholder,

We are pleased to inform you that we have published our updated draft Drought Plan for public consultation and welcome your comments and feedback.

The consultation on our draft plan will be open for 10 weeks until 30 July 2026 and can be found on our website:

<https://www.cambridge-water.co.uk/about-us/our-strategies-and-plans/our-drought-plan/draft-drought-management-plan-for-consultation/>

We will consider all representations received and produce a statement of response, and update the plan as required. Our statement of response will be published by the end of October 2026. Please provide any comments that you have on our plan by **30 July 2026** and refer to the attached letter for further details on how to respond.

Once approved by the Secretary of State, we will publish our final Drought Plan in Spring 2027.

We look forward to hearing from you

Kind Regards

[REDACTED]

[REDACTED]

Fulbourn Road, Cambridge, CB1 9JN

www.cambridge-water.co.uk

www.south-staffs-water.co.uk

[REDACTED]

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Assistant Clerk

From: Abi Williams
Sent: 18 June 2026 08:24
To: Assistant Clerk
Subject: PLANNING AGENDA FW: NEW ICE CREAM TRADER CONSENTS

Follow Up Flag: Follow up
Flag Status: Flagged

Note for planning – no action needed at this time I believe

From: Licensing (SCDC) <Licensing@scambs.gov.uk>
Sent: 18 June 2026 06:57
To: Licensing (SCDC) <Licensing@scambs.gov.uk>
Subject: NEW ICE CREAM TRADER CONSENTS

Dear Parish/Town Clerk

Further to previous communication and consultation, I wish to advise you that the new Street Trader Consent for Ice Cream Traders is now available for traders to apply for.

The process is different as it allows ice cream vendors to operate throughout the District provided they have written consent from each Parish they wish to trade within. This means you will not be consulted on the application as you are for other street trader application types. If you do not give consent, the trader cannot operate within your Parish boundaries.

The policy and further information is available on the Council's website: [Street trading licences - South Cambs District Council](#) .

The consent has a few requirements, and each ice cream van and employee would need to be licensed. No trading may take place within 50 metres of schools during term hours/times unless express written permission has been obtained by the school.

Whilst the consent will give greater flexibility, to allow trading by multiple companies, no trading (by the consented company) in any location for more than 15 minutes, and to not return to that street/location within 24 hours.

Best wishes





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

e: licensing@scambs.gov.uk |

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

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From: [Abi Williams](#)
To: [Assistant Clerk](#)
Subject: PLANNING AGENDA FW: 26-20838 New Road, Melbourn - Proposed road closure for S278 junction improvement works
Date: 25 June 2026 10:06:31
Attachments: [image001.png](#)
[image003.png](#)
[26-20838 New Road, Melbourn INTENDS.pdf](#)
[37076 RC New Road, Melbourn TG Overview Phase 1A.pdf](#)
[42758 3W New Road, Melbourn TG.pdf](#)

No response deadline from what I can see – might be worth asking for one.

This is one that has been up before and we negotiated the traffic lights on the A505 – so it seems they are abiding to that, if I have read it right.

From: Traffic orders <traffic.orders@cambridgeshire.gov.uk>
Sent: 25 June 2026 09:30
Subject: 26-20838 New Road, Melbourn - Proposed road closure for S278 junction improvement works

Good Morning

Please find attached the **draft 'Intends Notice'** for a proposed Temporary Traffic Regulation Order (TTRO), which is required to enable **Tamdown** to safely carry out works, for your information. Please be aware that included within the conditions of the permit are that 3 way temporary traffic signals are placed at the junction of the A505 and New Road to allow for safe use of the diversion route. If you have any comments on the proposal, please respond by . Should any changes be required following feedback received by the deadline date, the draft notice will be updated accordingly before proceeding. A copy of the final Order will be circulated for information once made.

Please note:

- The attached Intends document may be circulated or displayed in the public domain.
- This circulation is part of our local coordination process and is **in addition to the statutory process** set out under the Road Traffic Regulation Act 1984. Formal notices will be issued in accordance with legal requirements where applicable.
- There is no legal requirement to formally or informally consult on Temporary Traffic Regulation Orders (TTROs), as they are short-term measures designed to facilitate essential works and ensure public safety. The statutory consultation process applies only to permanent traffic regulation orders.
- In the interests of transparency and partnership, Cambridgeshire County Council circulates TTRO applications to key stakeholders, such as elected members, emergency services, and others, offering the opportunity to comment. While there is no obligation to take these comments into account, CCC is committed to promoting openness and will consider all feedback received. In cases where significant concerns are raised, we will work with the works promoter to explore and, where possible, address them. Although

it may not be feasible to accommodate every suggestion, the promoter will be expected to demonstrate to CCC that alternative options have been fully considered and, if discounted, provide clear justification. If no concerns are raised, the legal process will proceed, including public advertisement of the notice in a locally circulating newspaper, at which point members of the public may also comment.

Kind regards



Highways Service
Cambridgeshire County Council
Tel: 01480 372444

[Highway licences and permits - Cambridgeshire County Council](#)



@Cambs_Traffic



For more information regarding forthcoming  click [here](#)

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Cambridgeshire County Council
New Road, Melbourn
(Temporary Prohibition Of Through Traffic)
Order 2026-20838

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 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 New Road; A505; A10; Royston Road; High Street; Mortlock Street and vice versa.

The proposed Order is necessary to facilitate junction improvement and associated works which are being carried out on or near this highway

It is anticipated that these works will take place between 1 August and 1 September 2026, when the restriction is expected to be in operation.

The Order will remain in force for a maximum period of 18 months from the date it comes into effect to permit the works and any associated contingencies including delays or phased delivery of the works.

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.

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

SP1 x2

**New Road
CLOSED AHEAD**
Access as far as
Victoria Way
For A10
follow diversion

SP2 x4

**New Road
CLOSED AHEAD**
Access as far as
Clover Way
For Bridgefoot
follow diversion

SURVEYED	GOOGLE
Y	Y

Closure details: New Road
closed at junction with
Victoria Way to junction
with Clover Way. Closed
for 25m

Customer Details:



Customer Ref: TAMM870/SP127
Agent: [REDACTED]

Drawing Details:

TM Type: Road closure
Location: NEW ROAD,
MELBOURN,
SG8 6BY

Planner: [REDACTED]

Email: [REDACTED]

Key

- Sign Diagram
- Advances Location
- Road Closure Location
- Access Only
- Diversion Route
- 12AB Install Signs

Drawn/Revised

Drawn by	Revised by	Revision number	Date
TS	-	00	25/04/24

Main Diversion Route:

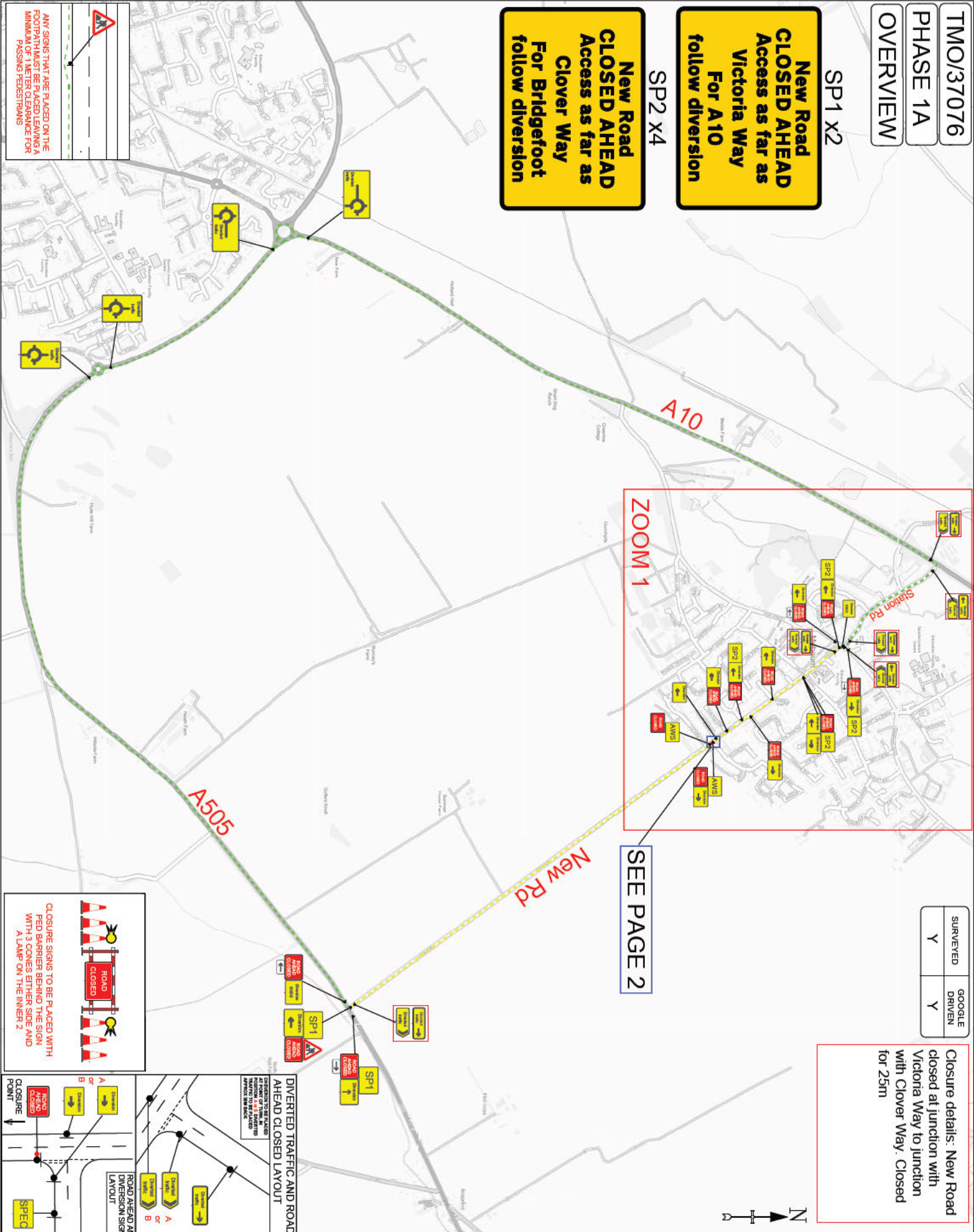
A505,
A10,
Station Road,
High Street
and Vice Versa

TOTAL NUMBER OF SIGNS: 58

Drawing checked via email by: AV

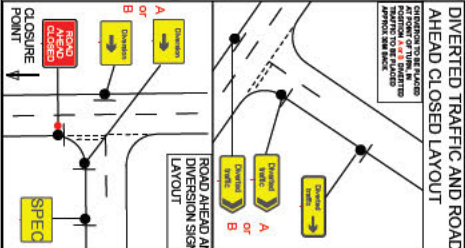
PLEASE NOTE :

a. All Traffic Management to comply with current chapter 8 and Safety at Street Works and Roadworks (A code of practice).
b. All road markings and signage to conform to the Traffic Signs Regulations and General Directions 2016.
This Drawing has been produced for the specific client and project as defined in drawing and customer details and is not intended for any other purpose.



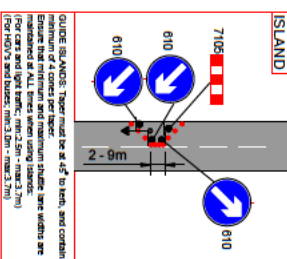
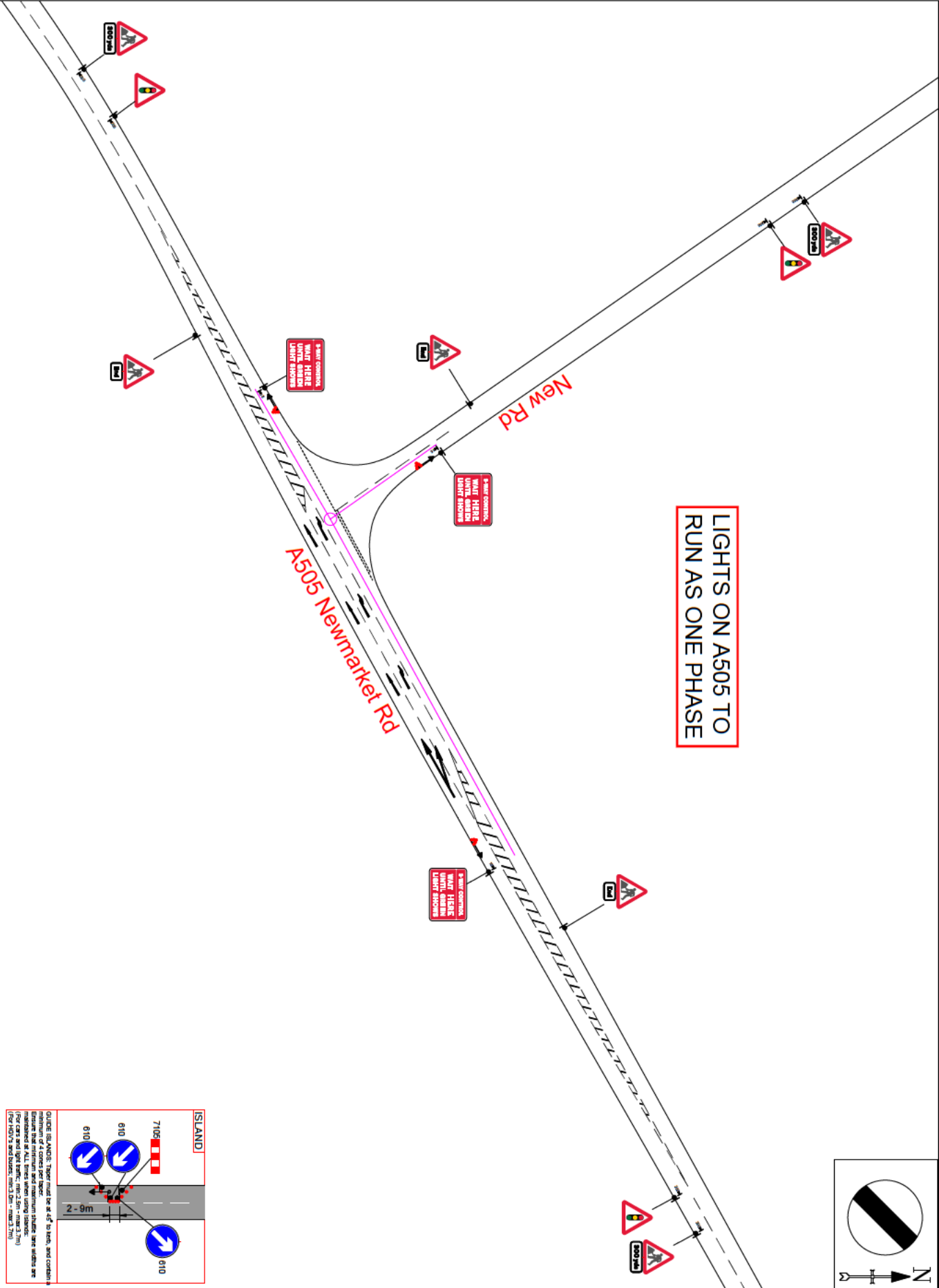
ANY SIGNS THAT ARE PLACED ON THE FOOTPATH MUST BE PLACED LEAVING A MINIMUM OF 1 METER CLEARANCE FOR PASSING PEDESTRIANS

CLOSURE SIGNS TO BE PLACED WITH PED BARRIER BEHIND THE SIGN WITH 3 CONES EITHER SIDE AND A LAMP ON THE INNER 2





LIGHTS ON A505 TO
RUN AS ONE PHASE



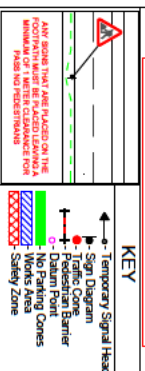
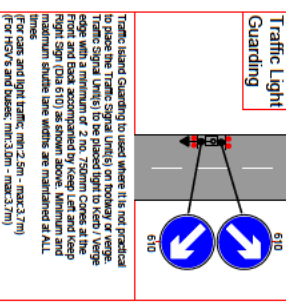
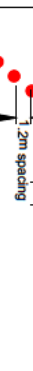
OTHER ISLANDS: These must be at 45° to kerb, and contain a minimum of 4mm diameter holes. The holes must be maintained at ALL times when using island. Ensure that minimum and maximum island lane widths are maintained at ALL times when using island. (For HGV's and buses: min 3.0m - max 3.7m)

CONE DETAILS

Single/Dual carriageway - 750mm traffic cones

9m maximum spacing

45° tapers to have 750mm traffic cones, no relaxations



PLEASE NOTE:

a. All Traffic Management to comply with current chapter 8 and Safety at Street Works and RoadWorks (A code of practice).

b. All road markings and signage to conform to the Traffic Signs Regulations and General Directions 2016

c. All permanent traffic lights heads will be switched off and bagged at all times that temp signals are in operation, with authorisation from the appropriate authority.

d. Countdown Signage spacing not shown to scale.

This Drawing has been produced for the specific client and project as defined in drawing and customer details and is not intended for any other purpose.

TM Type:	3W Temporary Signals
Location:	NEW ROAD, MELBOURN, SG8 8DL
W3W Location:	///bookmark stars: sypoon
Customer Ref:	-
Agent:	-
Longitudinal Safety Zone:	0.5m
Sideways Safety Zone:	0.5m

DISTANCE FROM WAIT HERE TO WAIT HERE	31m Phase 1	92m Phase 2
36m Phase 3		

RED TIMES	15 SECONDS
GREEN TIMES	40 SECONDS

Drawn by / Revised by	Drawn by: TG	Revised by: -	Revision number: 00
Planner:	Scale: 1:1000 @ A4		
Email:			
Drawing checked via email by:	JW		

From: [Abi Williams](#)
To: [Assistant Clerk](#)
Subject: PLANNING AGENDA FW: SNN - 26/00167/INFSDC - Melbourn Science Park, Cambridge Road, Melbourn
Date: 19 June 2026 15:44:47
Attachments: [image001.png](#)
[PLAN - 2600167INFSDC.pdf](#)
[Unit G5 layout plan.pdf](#)

From: snn <snn@3csharedservices.org>
Sent: 19 June 2026 15:40
To: snn <snn@3csharedservices.org>
Subject: SNN - 26/00167/INFSDC - Melbourn Science Park, Cambridge Road, Melbourn

Good afternoon,

Please find below details of the latest Street Naming & Numbering Notification for your information.

Allocation of addressing commercial unit at: **Melbourn Science Park, Cambridge Road, Melbourn**

To be known as:

**LEX Diagnostics
Unit G5
Melbourn Science Park
Cambridge Road
Melbourn
ROYSTON
SG8 6HB**

Kind regards





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

We provide next day inspections. For general enquiries and to book a next day inspection visit our website www.3csharedservices.org/.

Or use the LABC Inspection Request app via [Apple](#) and [Android](#).



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

Disclaimer

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This email has been scanned for viruses and malware, and may have been automatically archived

Street Naming & Numbering Plan

Ref: 26/00167/INFSDC

Development Address:

Melbourn Science Park, Cambridge Road, Melbourn

**LEX
Diagnostics**

Property name

Date Created: 09/06/2026





22.0m

22.6m

From: [Abi Williams](#)
To: [Assistant Clerk](#)
Subject: PLANNING AGENDA FW: Attn of Planning Committee re: Rose Lane development
Date: 25 June 2026 11:21:47

From: [REDACTED]
Sent: 24 June 2026 22:36
To: Abi Williams <parishclerk@melbournparishcouncil.gov.uk>
Subject: Attn of Planning Committee re: Rose Lane development

Good day

Firstly, thank you for the opportunity to comment on the proposed development in between 5-7 Rose Lane - PL012/2627 - at the parish Planning Committee meeting on 10th June.

One thing that I forgot to mention at the meeting is the importance of this piece of land to the history of Melbourn parish.

As detailed in the "A glimpse into Melbourn's past" produced by the Melbourn Village History Group, this piece of land is one of the few remaining areas left in close to its original state following the fire of 1915 that destroyed multiple properties in Rose Lane and Dolphin Lane. This was one of the pivotal events in the history of Melbourn parish.

The map on page 96 of the book shows the parcel of land detailed in the proposed development as "Chapman's Dromard").

Due to its historical significance I suggest that this is an "Important Open Space" and should be considered for inclusion as such in the Melbourn Conservation Area; I note that it is already on the boundary of the current area.

Rather than developing the site for multiple new houses, the site should be conserved, preserved and restored to help maintain and enhance the character at the heart of the village and to commemorate its history.

Kind regards, [REDACTED]

25th June 2026

To All Town and Parish Councillors

Contact: Cllr Bridget Smith
Email: Cllr.Smith@Scambs.gov.uk

Dear Town and Parish Councillors,

I am writing following the Government's recent announcement confirming its intention to establish a Greater Cambridge Urban Development Corporation (UDC).

Many of you will already have seen media coverage of the proposal and may have questions about what it could mean for your communities and for local decision-making across Greater Cambridge.

The Government has said the new Development Corporation would be created to accelerate housing and economic growth in the area and help coordinate the delivery of infrastructure. While the details have yet to be worked through, the proposal is that the new body would take on many planning responsibilities currently held by local councils. In time, it could also become responsible for preparing future Local Plans once the current Greater Cambridge Local Plan has been completed.

South Cambridgeshire District Council has made clear that we support sustainable growth and investment in the infrastructure needed to support it. However, we are concerned that the Government's proposals could reduce local democratic accountability by transferring important powers away from councils whose members are directly elected by local residents.

These concerns are heightened because Greater Cambridge is already delivering on the government's ambition for growth. South Cambridgeshire is one of the highest-performing areas in the country for new homes, with planning permission already in place for around 37,000 homes. Through the emerging Greater Cambridge Local Plan, developed jointly with Cambridge City Council, we have also been planning for up to 77,000 homes and more than 100,000 jobs through a process informed by extensive public consultation and engagement with town and parish councils.

At present, there remain many unanswered questions. We do not yet know precisely how the Development Corporation would operate, how decisions would be made, how local communities would be represented, or what role elected councillors would have in shaping its priorities. We are seeking greater clarity from Government on these issues and will continue to press for strong local representation and meaningful community involvement in any future arrangements.

Town and parish councils are often the first to hear residents' concerns and aspirations about growth and development. Your local knowledge and understanding of your communities will remain essential as discussions about the future of Greater Cambridge continue. We are committed to keeping you informed as further details emerge and will continue to make the case that decisions affecting local communities should be shaped by those communities.

We will look to organise a briefing for town and parish councils, likely after the summer, once we know more about the government's plans.

Thank you for your continued service to your residents and communities.

Yours sincerely



Cllr Bridget Smith
Leader of the Council
South Cambridgeshire District Council

Assistant Clerk

From: Abi Williams
Sent: 01 July 2026 12:01
To: Assistant Clerk
Subject: PLANNING AGENDA FW: Free planning application review

From: Planning Application Review <tour@parish.planningapplicationreview.co.uk>
Sent: 01 July 2026 12:00
To: Abi Williams <parishclerk@melbournparishcouncil.gov.uk>
Subject: Free planning application review

Dear Melbourn Parish Clerk,

Planning applications are becoming increasingly difficult and time-consuming to review, particularly where submissions include large technical reports, drawings, and supporting documents spread across many pages.

The public-facing service is used in assisting residents with understanding planning applications, and now [Planningapplicationreview.co.uk](https://planningapplicationreview.co.uk) have expanded the service and developed a parish portal designed to help parish and town councils review planning applications more quickly and consistently.

We are offering one free planning application briefing report.

No account setup is needed, and there is no obligation.

If you have a live planning application coming before the council, simply reply with the planning portal link or application reference. We will review the published documents and prepare a clear councillor briefing report covering:

- what is being proposed
- the key documents and drawings
- the main planning issues
- any evidence gaps or points needing closer attention

The report is intended to help councillors get quickly up to speed before a planning discussion, particularly where an application includes several technical documents.

You can view more information here:

[Parish Portal Brochure](#)

A live demonstration portal is also available to explore: [Demo Portal](#)

Tour login:

Email: tour@parish.planningapplicationreview.co.uk

Password: Take-The-Tour

But the simplest way to try it is just to reply with a live planning application reference or link, and we'll prepare one free report for your council.

Kind regards,



--

Planning Application Review

tour@parish.planningapplicationreview.co.uk

<https://parish.planningapplicationreview.co.uk>

<https://planningapplicationreview.co.uk>



PL038/2627a) Scouts Lease Update

- Scouts lease with HCR and Scouts representative for approval.
 - Church Commissioners approval received for building
 - Interim invoice received – to be paid and submitted to Council for retrospective approval (PC219/2526a)
 - £750 committed spend (APPENDIX C) of £1,500 budget agreed.
-

Background

29 July Communication from HCR Legal

As the lease of the Scout Hut will be registrable at Land Registry, I have obtained up to date title together with the filed documents (copies attached APPENDIX A) and provided these documents to the Scout's solicitor. The title is subject to two restrictions, summarised below, that will need to be satisfied to enable registration to be completed at Land Registry.

Restriction B3 – the Church Commissioners' restriction

Entry B3 provides that no disposition is to be registered without a certificate signed by the Church Commissioners for England (or their conveyancer) confirming that the provisions of Clause 11.5.3 of the Transfer dated 21 December 2010 made between the Church Commissioners for England (1) and Melbourn Parish Council (2) have been complied with.

Clause 11.5.3 of the Transfer applies "on any disposal of the Property or on the granting of any mortgage or charge of the Property". Where it applies, the Council must procure that the person in whose favour the disposal (or mortgage/charge) is made enters into a deed of covenant with the Church Commissioners to observe and perform the covenants contained in the Transfer, and to pay the Commissioners' reasonable costs incurred in connection with that deed of covenant. The covenants referred to include the Council's positive covenant to maintain and use the property as a village green and its restrictive covenants not to cause nuisance and not to erect buildings or carry out works without first submitting plans to, and obtaining the approval of, the Transferor's surveyors.

As the grant of the 50 year lease will be a "disposal" for these purposes, we will need to ensure that the scout group, as incoming tenant, enters into a deed of covenant with the Church Commissioners in the terms required by Clause 11.5.3, and pays the Commissioners' reasonable costs of that deed. Once this is in place, we will need to obtain the Commissioners' certificate confirming compliance, for lodging with the Land Registry application.

Restriction B4 – the Fields in Trust restriction

Entry B4 provides that no disposition is to be registered without a certificate signed by the National Playing Fields Association ("FIT", operating as Fields in Trust) of 15 Crinan Street, London N1 9SQ, or its conveyancer, confirming that the provisions of paragraph 4 of the Deed of Dedication dated 24 January 2013 between the Council and FIT have been complied with.

The Deed of Dedication dedicates the land as a public playing field and recreation ground for the benefit of local inhabitants. Under it, the Parish Council has undertaken, subject to clause 4, not to dispose of the property without FIT's consent, and to notify FIT without delay of any proposal or decision to dispose of the property. Clause 4 allows FIT, at its absolute discretion, to consent to a disposal provided the Council: (i) replaces the property with an approved freehold Replacement Site of equivalent or better quality, facilities and size, in the same catchment area and equally accessible to the public, applying sale proceeds as necessary; and (ii) enters into a further deed of dedication on the same terms in respect of that

Attached

Appendix A: Current documents from HCR

Appendix B: Church Commissioners building approval

Appendix C: Interim invoice (added to August BACS to be retrospectively approved by Council in September)

PL038/2627a) Scouts Lease Update

Replacement Site. FIT has separately undertaken not unreasonably to withhold consent, subject to its charitable objects and compliance with clause 4.

As the lease will not involve a permanent disposal of the land (the Council will retain the freehold reversion, and the scout hut use is consistent with the recreational dedication), we will need to approach FIT to advise of the proposed lease and request confirmation that the replacement-land requirements in clause 4 are not required, so that FIT can issue its certificate of compliance on that basis. If FIT instead considers the lease to constitute a "disposal" triggering the full clause 4 mechanism, the replacement-site and further deed of dedication conditions would need to be satisfied before a certificate would be issued, although I would not expect this outcome given the continuing recreational use of the site.

Next steps

We will need to liaise with both the Church Commissioners' and FIT to confirm the Parish Council intends to grant a lease to the Scouts and to request certificates to satisfy the respective restrictions.

30 July MPC shared Church Commissioners approval recently received via Savills (APPENDIX B).

30 July **Communication from HCR legal**

Thank you for your earlier email of today and for forwarding the letter from Savills. That letter is the Church Commissioners' surveyors' consent to the plans for the scout hut, to comply with Clause 11.4(b) of the 2010 Transfer, which requires the Council to submit plans for any building works and obtain the surveyors' approval before carrying them out.

I should flag that this is a separate matter from the compliance certificate that will be needed to satisfy the restriction at entry B3 on the register. That certificate, required under Clause 11.5.3 of the Transfer, confirms that the incoming tenant has entered into a deed of covenant with the Church Commissioners, and it is this certificate (not the surveyors' consent to the plans) that Land Registry needs before the lease can be registered.

So, while the Savills letter deals with the building works, we will still separately need to arrange the deed of covenant and obtain the Church Commissioners' certificate for Land Registry purposes.

30 July Interim bill received £750+VAT (APPENDIX C)

CONSIDER: *Would you like me (HCR) to contact the relevant parties (in which case I will require contact details) or would you prefer to make initial contact?*

PROPOSAL: MPC to instruct HCR to proceed with works required to fulfil the Land Registry requirements. Costs to be confirmed.

Attached

Appendix A: Current documents from HCR

Appendix B: Church Commissioners building approval

Appendix C: Interim invoice (added to August BACS to be retrospectively approved by Council in September)

The electronic official copy of the register follows this message.

APPENDIX A

Please note that this is the only official copy we will issue. We will not issue a paper official copy.



Official copy of register of title

Title number CB358895

Edition date 19.05.2022

- This official copy shows the entries on the register of title on 28 APR 2026 at 13:06:22.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 28 Apr 2026.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry, Peterborough Office.

A: Property Register

This register describes the land and estate comprised in the title.

CAMBRIDGESHIRE : SOUTH CAMBRIDGESHIRE

- 1 (24.12.2010) The Freehold land shown edged with red on the plan of the above title filed at the Registry and being land on the north east side of The Moor, Melbourn, Royston.
- 2 (24.12.2010) The Transfer dated 21 December 2010 referred to in the Charges Register contains a provision excluding the operation of section 62 of the Law of Property Act 1925 as therein mentioned.
- 3 (14.01.2011) There are excluded from this registration the mines and minerals excepted by the Transfer dated 21 December 2010 referred to in the Charges Register.

B: Proprietorship Register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Title absolute

- 1 (24.12.2010) PROPRIETOR: MELBOURN PARISH COUNCIL of 28 Station Road, Melbourn, Royston SG8 6DX.
- 2 (24.12.2010) The price stated to have been paid on 21 December 2010 was £12,500.
- 3 (24.12.2010) RESTRICTION: No disposition of the registered estate by the proprietor of the registered estate or by the proprietor of any registered charge, not being a charge registered before the entry of this restriction is to be registered without a certificate signed by the Church Commissioners for England of Church House, Great Smith Street, London SW1P 3AZ or their conveyancer that the provisions of Clause 11.5.3 of the Transfer dated 21 December 2010 referred to in the Charges Register have been complied with.
- 4 (01.02.2013) RESTRICTION: No disposition of the registered estate by the proprietor of the registered estate is to be registered without a certificate signed by FIT of 15 Crinan Street, London N1 9SQ or by its

B: Proprietorship Register continued

conveyancer that the provisions of paragraph 4 of the Deed of Dedication dated 24 January 2013 made between (1) Melbourn Parish Council and (2) National Playing Fields Association have been complied with.

C: Charges Register

This register contains any charges and other matters that affect the land.

- 1 (24.12.2010) The land is subject to such restrictive covenants as may have been imposed thereon before 24 December 2010 and are still subsisting and capable of being enforced.
- 2 (24.12.2010) A Transfer of the land in this title dated 21 December 2010 made between (1) Church Commissioners For England and (2) Melbourn Parish Council contains restrictive covenants.

NOTE: Copy filed.

- 3 (24.12.2010) The land is subject to the rights reserved by the Transfer dated 21 December 2010 referred to above.
- 4 (01.02.2013) A Deed of Dedication dated 24 January 2013 made between (1) Melbourn Parish Council and (2) National Playing Fields Association relates to the use of the land as therein mentioned.

NOTE: Copy filed.

- 5 (19.05.2022) The land is subject to any rights that are granted by a Deed dated 6 April 2022 made between (1) Melbourn Parish Council and (2) TTP Campus Limited and affect the registered land. The said Deed also contains restrictive covenants by the grantor.

NOTE: Copy filed under CB95837.

End of register

APPENDIX A

These are the notes referred to on the following official copy

Title Number CB358895

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that the quality of one or more pages may be poor. Unfortunately this is the best quality image we hold of the document. If you are able to obtain a better quality copy from another source we would be grateful if you would send it to us so we may update our records. Alternatively if you know who holds or may hold either a copy or the original please let us know so that we may contact that person.

Costs or expenses reasonably incurred as a result of the mistake may be recoverable as indemnity under paragraph 3 of Schedule 8, Land Registration Act 2002. However the Registrar's consent should normally be obtained before such costs are incurred. If you intend to incur costs as a result of any loss arising from the poor quality and to claim for these under the statutory compensation scheme please inform us of the steps you intend to take, what is the estimated cost and how this has been calculated. Our *Practice Guide 39 - Rectification and indemnity* contains further information. We appreciate that the payment of indemnity will be an inferior alternative to a better copy of the document itself.

You can view or download copies of the practice guide from our website at www.gov.uk/land-registry in English or Welsh. Alternatively, you can telephone Customer Support on 0300 006 0411 (0300 006 0422 for a Welsh-speaking service).

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

**FIELDS IN TRUST – QUEEN ELIZABETH II FIELDS
Non-Charitable Deed of Dedication**

MELBOURN PARISH COUNCIL (1)



SEQ129

and

NATIONAL PLAYING FIELDS ASSOCIATION (2)

Old Recreation Ground

THIS DEED OF DEDICATION is made on the 24th day of January 2013

BETWEEN

- (1) **MELBOURN PARISH COUNCIL** Care of Melbourn Village College, The Moor, Melbourn, SG8 16EF and its successors in title (the **Council**); and
- (2) **NATIONAL PLAYING FIELDS ASSOCIATION**, operating as Fields in Trust, of Kings Chambers, 15 Crinan Street, London N1 9SQ a Royal Charter Organisation established for charitable purposes (registered charity number 306070) and its successors in title (**FIT**)

(the **Council** and **FIT** being together called the **Parties**)

WHEREAS:

1. The property more particularly specified in the Schedule (the Property) forms part of the corporate property of the Council.
2. The parties hereby agree that the Property will be dedicated in the manner and for the purposes set out below (but without any intention to create any charitable trust), and in accordance with the mutual undertakings given by the parties.
3. The Council gives the following undertakings:
 - 3.1 Not to use the Property or permit the Property to be used for any purpose other than as a public playing field and recreation ground including fetes, fairs, circuses, concerts, and meetings of the Volunteer Reserve Forces provided that there shall be no more than 6 such events per calendar year;
 - 3.2 Subject to clause 4, not (in so far as it has the power to do so) to dispose of the Property without the consent of FIT;
 - 3.3 Not (in so far as it has the power to do so) to erect any building or structure on the Property the use of which is outside the permitted uses as stated in Clause 3.1 without the consent of FIT;
 - 3.4 To inform FIT without delay of any proposals, intentions or decisions to dispose of or erect any structures on the Property;
 - 3.5 To maintain the Property and so far as is consistent with its duties as a local authority to have regard to any advice given from time to time by FIT on the management and running of the Property;
 - 3.6 To erect notices on the Property in the form of signage provided by FIT relating to the background of FIT and the Queen Elizabeth II Fields and giving recognition of financial support where required;
 - 3.7 To apply within three months of the date of this Deed on form RX1 annexed hereto for the registration in the proprietorship register of the registered title of the Property at the Land Registry of a restriction to the following effect:

"No disposition of the registered estate by the proprietor of the registered estate is to be registered without a certificate signed by National Playing Fields Association of 15 Crinan Street, London N1 9SQ or by its conveyancer that the provisions of paragraph 4 of The Deed of Dedication dated [24th January 2013] between Melbourn Parish Council (1) and National Playing Fields Association (2) have been complied with"; and

- 3.8 To apply within three months of the date of this Deed on form AN1 annexed hereto for the registration in the charges register of the registered title of the Property at the Land Registry of a notice to the following effect:

"By a Deed of Dedication dated [24th January 2013] between Melbourn Parish Council (1) and National Playing Fields Association (2) the land in this title was dedicated for use as a public playing field and recreation ground including fetes, fairs, circuses, concerts, and meetings of the Volunteer Reserve Forces provided that there shall be no more than 6 such events per calendar year"
- 3.9 To notify FIT immediately once the registrations referred to in clauses 3.7 and 3.8 have been completed.
4. Notwithstanding clause 3.2, FIT may at its absolute discretion consent to the disposal of the Property provided that the Council at the request of FIT:
 - 4.1 Replaces or agrees to replace the Property with a piece of freehold land approved by FIT which is of equivalent or better quality than the Property, with equivalent or better facilities than the Property, of the same or greater dimensions than the Property, in the same catchment area as the Property, and as accessible to the public as the Property (the **Replacement Site**) and applies such of the proceeds of any sale of the Property as are necessary to do so; and
 - 4.2 Enters into another deed of dedication on the same terms as this Deed in respect of the Replacement Site.
5. FIT undertakes that it will:
 - 5.1 Not unreasonably withhold consent to disposal of the Property or the erection of any structures upon it, subject to its duty to perform its charitable objects and provided that the provisions of clause 4 of this Deed have been complied with;
 - 5.2 Respond without delay to any notifications of intended disposal or erection of structures, or to any requests for advice; and
 - 5.3 Notify the Council without delay of any concerns or matters of advice to which it requires the Council to have regard.
6. The Council DEDICATES the property in celebration of the Diamond Jubilee of Her Majesty Queen Elizabeth II as a public playing field and recreation ground including fetes, fairs, circuses, concerts, and meetings of the Volunteer Reserve Forces provided that there shall be no more than 6 such

APPENDIX A

events per calendar year for the benefit of the inhabitants of Melbourn and thereabouts and the site will be titled the Queen Elizabeth II Field, Old Recreation Ground.

IN WITNESS whereof this Deed of Dedication is executed the day and year first before written

SCHEDULE

All that freehold property known as land on the north east side of The Moor, Melbourn, Royston which is identified on the plan outlined in red and annexed to this Deed being Title Number CB358895.

SIGNED as a **DEED** on behalf of
MELBOURN PARISH COUNCIL by

COUNCILLOR Peter Simmonett
As Councillor of Melbourn Parish Council



COUNCILLOR JOSE HALES
As Councillor of Melbourn Parish Council

Witnessed by: **Mr Peter Horley**
As Clerk of Melbourn Parish Council

Signed:

Address: THE PARISH OFFICE,
MELBOURN VILLAGE COLLEGE,
THE MOOR
MELBOURN
SG8 6ET.

EXECUTED as a **DEED** by affixing

The **COMMON SEAL** of **NATIONAL PLAYING FIELDS ASSOCIATION**

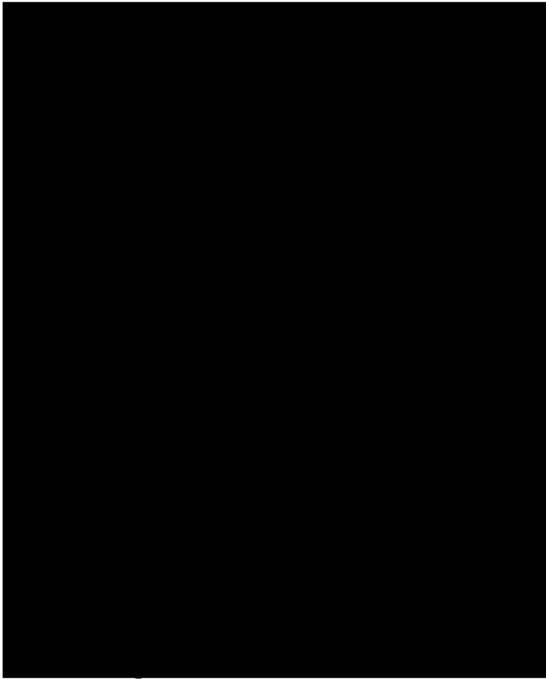
in the presence of:

Member of Council

Member of Council



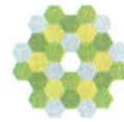
APPENDIX A



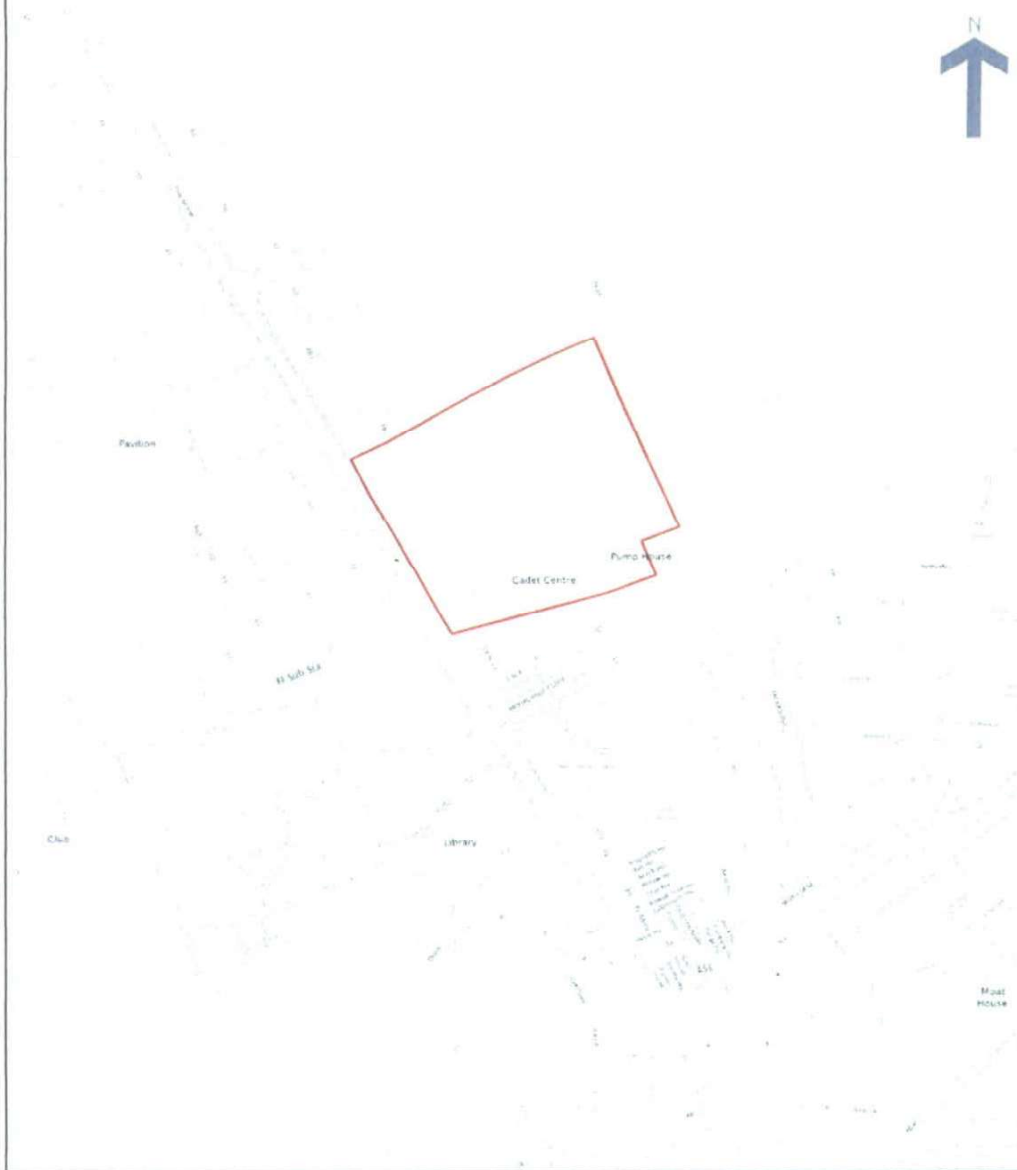
(b)(1) (b)(2)

Land Registry Current title plan

Title number **APPENDIX A**
Ordnance Survey map reference **TL3845SW**
Scale **1:2500**
Administrative area **CAMBRIDGESHIRE : SOUTH**
CAMBRIDGESHIRE



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This title is dealt with by Land Registry, Peterborough Office.

APPENDIX A

These are the notes referred to on the following official copy

Title Number CB358895

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Land Registry

Transfer of whole of registered title(s)

APPENDIX A

TR1

Limbach Banham

LIMBACH BANHAM
Solicitors
JOHN STREET
ROYSTON, HERTS. SG8 9BG

23-12-10

We hereby certify this
to be a true copy of
the original.



If you need more room than is provided for in a panel, and your software allows, you can expand any panel in the form. Alternatively use continuation sheet CS and attach it to this form.

Leave blank if not yet registered.

Insert address including postcode (if any) or other description of the property, for example 'land adjoining 2 Acacia Avenue'.

Give full name(s).

Complete as appropriate where the transferor is a company.



Give full name(s).

Complete as appropriate where the transferee is a company. Also, for an overseas company, unless an arrangement with Land Registry exists, lodge either a certificate in Form 7 in Schedule 3 to the Land Registration Rules 2003 or a certified copy of the constitution in English or Welsh, or other evidence permitted by rule 183 of the Land Registration Rules 2003.

Each transferee may give up to three addresses for service, one of which must be a postal address whether or not in the UK (including the postcode, if any). The others can be any combination of a postal address, a UK DX box number or an electronic address.

1.	Title number(s) of the property:
2.	Property: Melbourn Recreation Ground Melbourn Cambridgeshire containing an area of 1.20 hectares or thereabouts shown coloured brown on the Plan
3.	Date: 21 DECEMBER 2010
4.	Transferor: CHURCH COMMISSIONERS FOR ENGLAND <u>For UK incorporated companies/LLPs</u> Registered number of company or limited liability partnership including any prefix: <u>For overseas companies</u> (a) Territory of incorporation: (b) Registered number in the United Kingdom including any prefix:
5.	Transferee for entry in the register: MELBOURN PARISH COUNCIL <u>For UK incorporated companies/LLPs</u> Registered number of company or limited liability partnership including any prefix: <u>For overseas companies</u> (a) Territory of incorporation: (b) Registered number in the United Kingdom including any prefix:
6.	Transferee's intended address(es) for service for entry in the register: 28 Station Road Melbourn Cambridgeshire SG8 6DX
7.	The transferor transfers the property to the transferee

Place 'X' in the appropriate box. State the currency unit if other than sterling. If none of the boxes apply, insert an appropriate memorandum in panel 11.

Place 'X' in any box that applies.

Add any modifications.

Where the transferee is more than one person, place 'X' in the appropriate box.

Complete as necessary.

Insert here any required or permitted statement, certificate or application and any agreed covenants, declarations and so on.

APPENDIX A

8. Consideration

- ☒ The transferor has received from the transferee for the property the following sum (in words and figures):
Twelve Thousand Five Hundred Pounds (£12,500)
- ☐ The transfer is not for money or anything that has a monetary value
- ☐ Insert other receipt as appropriate:

9. The transferor transfers with

- ☐ full title guarantee
- ☐ limited title guarantee

Without any title guarantee but with the following covenant:

The Transferor hereby covenants with the Transferee that the Transferor has not done or knowingly suffered anything whereby or by reason whereof the Transferor is hindered from transferring the Property

10. Declaration of trust. The transferee is more than one person and

- ☐ they are to hold the property on trust for themselves as joint tenants
- ☐ they are to hold the property on trust for themselves as tenants in common in equal shares
- ☐ they are to hold the property on trust:

11. Additional Provisions

Definitions

In this Transfer:

- 11.1.1 the Transferor and the Transferee include their respective successors in title and assigns and persons deriving title under them
- 11.1.2 "the Plan" means the plan annexed hereto
- 11.1.3 "the Retained Land" means the Transferor's adjoining, opposite or neighbouring land and premises and each and every part thereof following completion of this transfer
- 11.1.4 "the Surveyors" means the Transferor's surveyors for the time being
- 11.1.5 where any party comprises more than one person the obligations and liabilities of that party under this transfer shall be joint and several obligations and liabilities of those persons

SMITHSGORE

11.1.6 any reference to a statute includes any statutory modification or re-enactment of it and any and every order instrument regulation direction or plan made or issued under the statute or deriving validity from it

Rights granted for the benefit of the Property

11.2 The Transferee or other the owner(s) or occupier(s) of the Property or any part thereof shall not be entitled to and the Property shall not be transferred with the benefit of:

- (a) any easement quasi easement liberty right privilege or advantage over or in respect of the Retained Land arising by virtue of Section 62 of the Law of Property Act 1925 or otherwise
- (b) the benefit of any covenants given to the Transferor and/or the Property by any previous deed or document save as specifically granted herein and which shall otherwise remain vested in the Transferor

Rights reserved for the benefit of other land

11.3 There are excepted and reserved out of the Property for the benefit of the Transferor all mines quarries minerals and mineral substances whatsoever including all stone shales clays and common strata of the district and all sand and gravel and other surface minerals (together "the Minerals") and any underground air space or void created from time to time by the winning working getting and carrying away of the Minerals together with the following rights ("the Mineral Rights") for the Transferor and all those so authorised at all times

- (a) by entry onto any part of the surface of the Property to search for and carry out tests to establish the existence quantity and location of any of the Minerals and any like mines quarries minerals and mineral substances within upon or under any adjacent or other lands and
- (b) by entry onto any part of the Property by underground workings only to win work get and carry away any of the Minerals and any like mines quarries minerals and mineral substances within upon or under any adjacent or other lands

the Mineral Rights not to include (for the avoidance of doubt) the right to withdraw vertical and lateral support from any buildings or works now erected or hereafter erected thereon and the Mineral Rights at all times being conditional on the Transferor or the persons exercising the Mineral Rights:

APPENDIX A

- (i) giving reasonable prior notice to the Transferee prior to exercising the Mineral Rights; and
- (ii) causing the minimum practicable disturbance to the Transferee and the Property; and
- (iii) paying to the Transferee reasonable compensation for or in respect of any injury or damage that may be sustained by the Transferee arising from the exercise of the Mineral Rights such compensation to be agreed between the parties or in default of agreement by a single arbitrator to be agreed between them or in default of agreement by the President for the time being of the Royal Institution of Chartered Surveyors on the application of either of them and any such arbitration shall so far as applicable be governed by the provisions of the Arbitration Act 1996

Transferee's Restrictive Covenants

11.4 The Transferee covenants with the Transferor to the intent that this covenant may run with and bind the Property and each and every part thereof and to the intent that the benefit thereof may be annexed to and run with each and every part of the Retained Land for the time being remaining unsold or sold or transferred with the express benefit of this covenant as follows:

- (a) Not to do or permit to be done upon the Property or any part thereof or in or on any buildings or structures at any time standing thereon anything which shall or may be or grow to be in any way a nuisance annoyance or disturbance to the Transferor or their lessees under-lessees tenants or occupiers of any property in the neighbourhood
- (b) Not to erect any buildings on the Property or any part thereof or carry out any works on the Property or any part thereof without:
 - (i) previously submitting detailed plans block plans sections designs elevations and (if required by the Surveyors) specifications of the buildings or works to the Surveyors
 - (ii) obtaining the Surveyors' approval
 - (iii) complying with such conditions as the Surveyors shall deem it necessary to impose and
 - (iv) paying the Surveyors' reasonable fees and costs (and an amount equal to Value Added Tax thereon) for examining the same whether or not the same be approved

Transferee's Positive Covenants

11.5 The Transferee covenants with the Transferor for the benefit of the Retained Land and so as to bind the Property and each and every part thereof into whosoever hands the same may come as follows:

11.5.1 By way of indemnity only at all times from the date of this Transfer to comply with any covenants conditions and provisions insofar as they relate to or affect the Property and insofar as they are still subsisting and capable of being enforced and to indemnify the Transferor and the Transferor's estates and effects against all actions proceedings damages costs claims liabilities expenses and demands arising out of any failure to do so and any actions proceedings damages costs claims liabilities expenses and demands arising from the Property's status as a village green including any claims from any third parties as a result of encroachment on any subsisting third party rights

11.5.2 At all times to maintain and use the Property as a village green

11.5.3 On any disposal of the Property or on the granting of any mortgage or charge of the Property (other than to a bank or building society licensed to take deposits in England and Wales by the Financial Services Authority) to procure that the person in whose favour the disposal mortgage or charge (as the case may be) is made enters into a deed of covenant with the Transferor to observe and perform the covenants contained in this Transfer and to pay the Transferor's reasonable costs incurred in connection with the said deed of covenant

Declaration

11.6 The Transferor and the Transferee hereby apply for the registration of the following restriction in Form L of Schedule 4 to the Land Registration Rules 2003 in the proprietorship register of the registered title to the Property:

"No disposition of the registered estate by the proprietor of the registered estate or by the proprietor of any registered charge is to be registered without a certificate signed by the Church Commissioners for England of Church House Great Smith Street London SW1P 3AZ or by their conveyancer that the provisions of Clause 11.5.3 of a transfer dated 21 December 2010 made between the Church Commissioners for England (1) and Melbourn Parish Council (2) have been complied with"

Environment

11.7.1 In this clause the following words have the following meanings:

APPENDIX A

"Environment" means environment as defined in Section 1(2) of the Environment Protection Act 1990

"Hazardous Substance" means any natural or artificial substance (whether in solid or liquid form or in the form of gas or vapour and whether alone or in combination with any other substance) which is capable of causing harm to persons or any other living organism or damaging any part of the Environment or public health or welfare

"Guidance" means DEFRA Circular 01/2006 Environmental Protection Act 1990: Part 2A Contaminated Land September 2006

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11.7.2 The Transferee covenants with the Transferor as follows:

- (a) Not to make any claim against the Transferor in relation to any Hazardous Substance in the Property or arising from the past or present use of the Property (including the discharge of untreated or inadequately treated sewage) nor to take any step which is likely to lead to the imposition of any liability on any of them relating to any such Hazardous Substance
- (b) To indemnify and keep the Transferor and any successor indemnified against all and any actions judgments penalties damages losses costs claims expenses liabilities and demands wholly or partly arising from or consequent upon the condition of the Property the previous use of the Property and/or any Hazardous Substance in the Property at the date of this Transfer

11.7.3 The Transferee acknowledges and confirms that the Purchase Price takes account of the condition of the Property and that the Transferee is solely responsible for carrying out any necessary remediation works

11.7.4 The Transferee and the Transferor agree that any liability under Part IIA of the Environmental Protection Act 1990 in respect of existing contamination of the Property is apportioned solely to the Transferee pursuant to paragraph 9.48 of the Guidance

Charities Act 1993

11.8.1 The Property is held by the Church Commissioners a non-exempt charity and this Transfer is not one falling within paragraph (a) (aa) (b) or (c) of section 36(9) of the Charities Act 1993 so that the restrictions on disposition imposed by section 36 of that Act apply to the Property and

11.8.2 The members of the Board of Governors of the Church Commissioners being the persons who have the general control and management of its administration certify that they have the power under the provisions establishing it as

a charity and regulating its purposes and administration to effect this disposition and that they have complied with the provisions of section 36 of the Charities Act 1993 so far as applicable to this disposition

12 Execution

IN WITNESS whereof the parties hereto have executed this instrument as a Deed on the date first before written

EXECUTED as a DEED by the
affixing of the COMMON SEAL
of the CHURCH COMMISSIONERS
FOR ENGLAND in the presence of:

)
)
)
)

Authenticating Officer



The certification given above by
the members of the Board of Governors
of the Church Commissioners
is given on their behalf by

)
)
)
)

and

being two members of the said Board
under a general authority conferred on
them under the provisions of section
82 of the Charities Act 1993

)
)
)
)
)
)
)

The transferor must execute this transfer as a deed using the space opposite. If there is more than one transferor, all must execute. Forms of execution are given in Schedule 9 to the Land Registration Rules 2003. If the transfer contains transferee's covenants or declarations or contains an application by the transferee (such as for a restriction), it must also be executed by the transferee.

APPENDIX

SIGNED and delivered as a deed)
by the above named)
MELBOURN PARISH COUNCIL)
acting by two members of the Council)
duly authorised by resolution)
in the presence of:-)

ANRINDAPHNE MEHLOR
93 BEECHWOOD AVENUE, MELBOURN
PARISH CLERK

WARNING

If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

Failure to complete this form with proper care may result in a loss of protection under the Land Registration Act 2002 if, as a result, a mistake is made in the register.

Under section 66 of the Land Registration Act 2002 most documents (including this form) kept by the registrar relating to an application to the registrar or referred to in the register are open to public inspection and copying. If you believe a document contains prejudicial information, you may apply for that part of the document to be made exempt using Form EX1, under rule 136 of the Land Registration Rules 2003.

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APPENDIX A

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SMITHSGORE



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24 March 2026
PD/28/RC

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

Philippa Treadgold MRICS FAAV

E: philippa.treadgold@savills.com
M: 07525 631753

Stuart House
St John's Street
Peterborough PE1 5DD
savills.com

Dear Abi

**Church Commissioners - Ely Estate
Old Recreation Ground – Plan Approval**

Further to our previous email correspondence and you sending across the plans, I hereby enclose the approved plans relating to the extension at the above property.

I confirm one set of approved plans has been retained for our files.

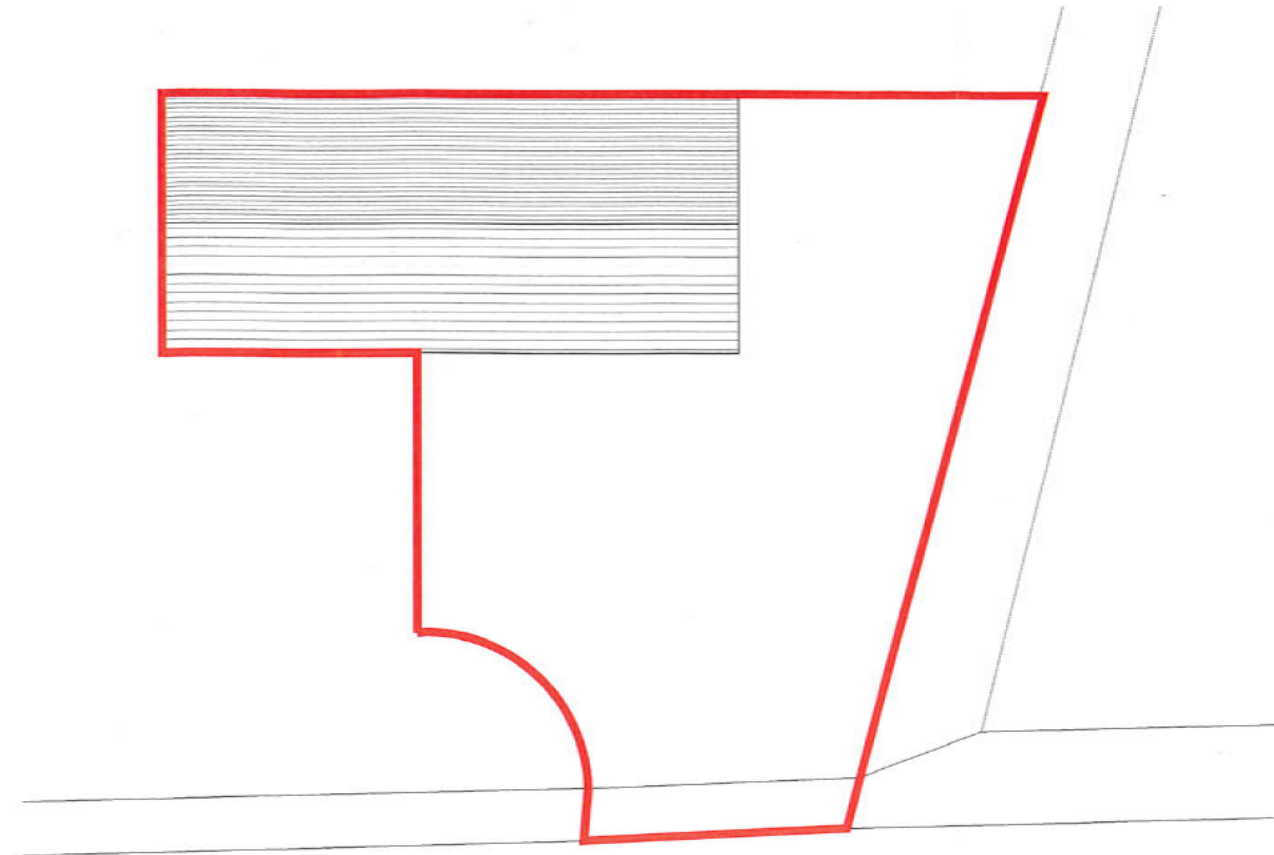
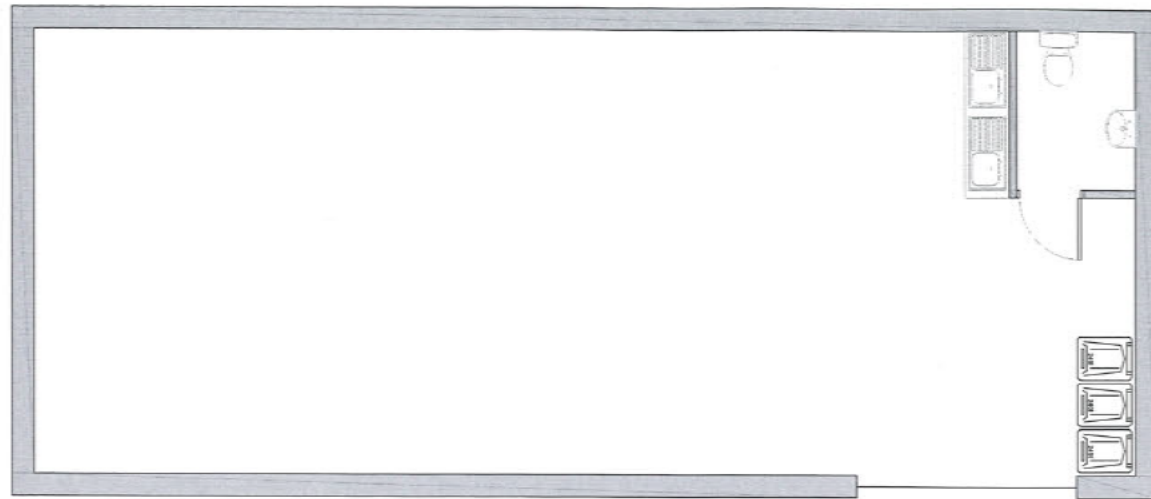
I trust you will be in order, however if you have any questions please do not hesitate to contact me.

Yours sincerely



Associate Director

APPENDIX B



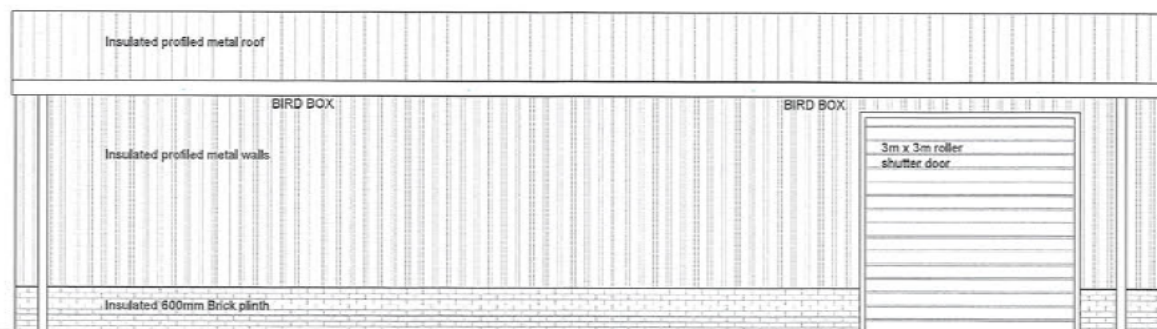
THE MOOR

Roof & Site Plan (1:100 @ A3)

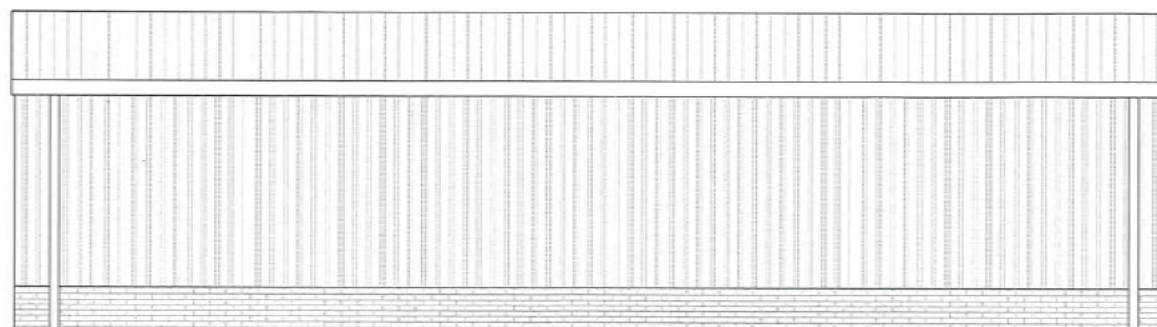
APPROVED on behalf of the
CHURCH COMMISSIONERS

24/3/2026

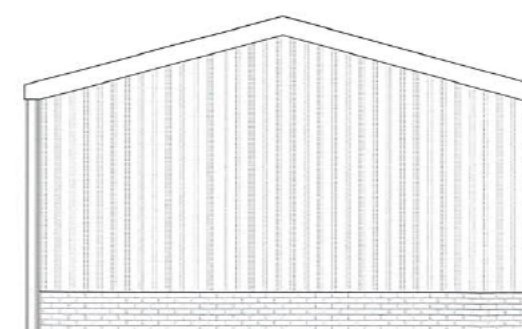
Any approval of this plan is
not to confer rights to light
over adjoining properties.
SAVILLS (UK) LTD



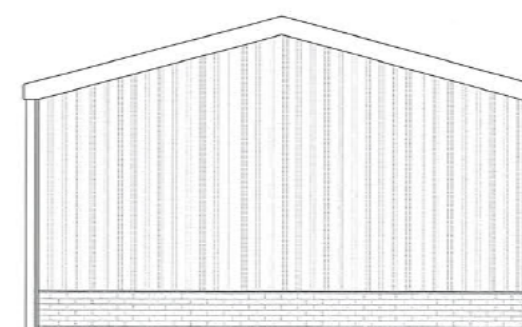
South West Elevation



North East Elevation



South East Elevation



North West Elevation

This scheme is subject to Town Planning and all other necessary consents. Dimensions, areas and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site, do not scale. This drawing is to be read in conjunction with all relevant consultants' and/or specialists' drawings / documents and any discrepancies or variations are to be notified to the architects before the affected work commences. All queries relating to design of foundations, floor slabs and any structural elements are to be referred to the structural engineering consultant for resolution. All feasibility studies are subject to full site survey.

The workmanship of all relevant trades and building operations shall comply with the recommendations of British Standard (BS) 8000:1989 parts 1-15 inclusive.

All design and construction is to be in accordance with the Construction, Design and Management Regulations 2015.

Existing buildings remain unsurveyed.

Revisions:

PLANNING

client
1st Orwell Scouts

project
Scout storage hut

address
Melbourn

drawing
Proposed

dwg no.
1360.P.01

scale
1:50 @ A1

rev
A

date
March '23

GooseArchitects Ltd.

Studio 18
23 King Street
Cambridge
CB1 1AH

tel: 01223 967979
e-mail: info@goosearchitects.co.uk
web: www.goosearchitects.co.uk





0 10 20 30 40 50 100
Distance (m)

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APPROVED on behalf of the
CHURCH COMMISSIONERS



24/3/2026

Any approval of this plan is
not to confer rights to light
over adjoining properties.
SAVILLS (UK) LTD

This scheme is subject to Town Planning and all other necessary consents. Dimensions, areas and levels where given are only approximate and subject to site survey. All dimensions are to be checked on site, do not scale. This drawing is to be read in conjunction with all relevant consultants' and/or specialists' drawings / documents and any discrepancies or variations are to be notified to the architects before the affected work commences. All queries relating to design of foundations, floor slabs and any structural elements are to be referred to the structural engineering consultant for resolution. All feasibility studies are subject to full site survey.

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All design and construction is to be in accordance with the Construction, Design and Management Regulations 2015.

Existing buildings remain unsurveyed.

Revisions:

SURVEY

client	1st Orwell Scout Group
project	Scout Hut
address	The Moor, Melbourn Royston
drawing	Site Location
dwg no.	1360.SU.00
scale	1:1250 @ A3
rev	A
date	March '24

GooseArchitects Ltd.

Studio 18
23 King Street
Cambridge
CB1 1AH



tel: 01223 967979
e-mail: info@goosearchitects.co.uk
web: www.goosearchitects.co.uk

**INTERIM STATUTE
INVOICE****Invoice To:**

Melbourn Parish Council
30 High Street
Melbourn
Cambridgeshire
SG8 6DZ

By Email:

parishclerk@melbournparishcouncil.gov.uk

50-60 Station Road
Cambridge
CB1 2JH
Tel: 01223 461 155
Fax: 01223 280 290
www.hcrlaw.com

Date of Issue and Tax Point	29/07/2026	Invoice Number	318672
VAT Registration Number	GB 162 0818 26	Client Reference	
Standard Terms	On 1 st Presentation	Our Reference	MT03.MEL0123-0028.CK

Invoice	Costs	Disbursements	VAT	VAT Rate
Re: Lease of storage facility to 1st Orwell Scouts				
FOR OUR PROFESSIONAL CHARGES in relation to work undertaken in connection with the above matter.	£750.00		£150.00	20%
Disbursements Please see attached for details including VAT rates		£28.00	£5.60	
	£750.00	£28.00		£155.60

Payment to be made to the following Sterling account:

Account name: HCR Legal LLP
 Sort Code: **40-47-17**
 Account No: **02865432**
 Bank name: HSBC UK Bank PLC 6 Broad Street Worcester WR1 3LH United Kingdom
 BIC: HBUKGB4109U
 IBAN: GB93HBUK40471702865432
 Please use **318672** on all correspondence
 Please make cheques payable to HCR Legal LLP

Invoice Total	£933.60
Less Funds Received on Account	£0.00
Total due	£933.60

Invoices are payable in full on first presentation unless alternative terms have been agreed.
 We may charge interest on any outstanding amounts in accordance with our terms of business
 Your attention is drawn to the Notice of Rights overleaf

HCR Legal LLP

For and on behalf of HCR LEGAL LLP

Please click the below link to pay:

<https://hcrlaw.legl.com/pay/checkout/?m=MEL0123-0028&i=318672&a=%A3933.60>

NOTICE OF RIGHTS

1. You may have the right to object to the bill by way of the firm's complaints procedure (a copy of which is available upon request).
2. If you are not satisfied with the outcome following conclusion of our complaints process, you may be entitled to complain to the Legal Ombudsman. Any such referral should be made in writing (usually within 6 months) to the Legal Ombudsman directly. The Legal Ombudsman may be contacted at PO Box 6806, Wolverhampton, WV1 9WJ, web site www.legalombudsman.org.uk, telephone number 0300 5550333, and email enquiries@legalombudsman.org.uk.
3. In addition to the above, if you are not satisfied with the amount of our fee you may also be entitled to have our charges reviewed by the Court by making a claim for an order to assess our costs. The procedure is set out in ss.70, 71 and 72 of the Solicitors Act 1974.

APPENDIX C

**Client Invoice Detail
for Invoice Number 318672**

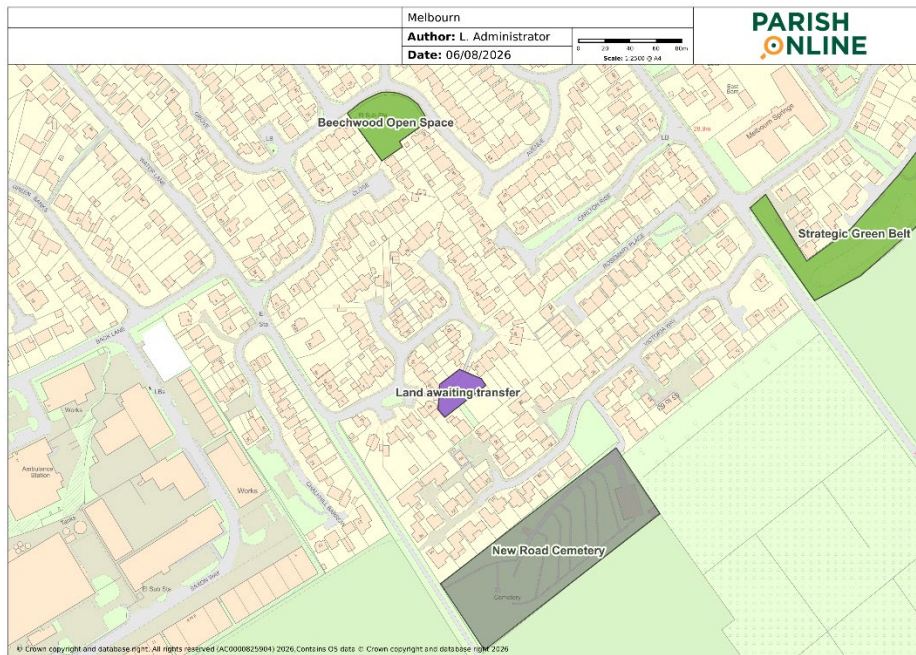
Client:	Melbourn Parish Council	Contact Lawyer	MT03	Mandy Taylor
Description:	Lease of storage facility to 1st Orwell Scouts			
File No:	MEL0123-0028	Date of Invoice	29/07/2026	

Disbursement Detail	Disbursement	VAT	Rate (%)
LAND REGISTRY PRTL OC2 DOCS REF TO (ELEC) CB358895 28/04/2026 Paid 01/05/26 14.00 Chq LA2026019	£14.00	£2.80	20%
LAND REGISTRY PRTL OC1 REG OR PLAN (ELEC) CB358895 28/04/2026 Paid 01/05/26 14.00 Chq LA2026019	£14.00	£2.80	20%
	£28.00	£5.60	

*Denote disbursements due, but not yet paid on your behalf.

PL039/2627a) Greengage Rise Land Transfer

Update: Transfer of land from Taylor Wimpey to Melbourn Parish Council (MPC)



- Ongoing issues with contact between HCR Legal (HCR) and Taylor Wimpey – shared new contact details with both parties.
- Resident raised concern over trees on area causing damage to property / fenceline.

Update of ongoing discussions

MPC to HCR

...the land off Greengage Rise is causing us issue again. There are some trees on the land that are damaging property on Greengage Rise – as the land isn't ours Council are reluctant to address this issue and think it should be passed back to Taylor Wimpey. I wonder if there would be any movement on the transfer if we were to let them know, via you, about the concern.

HCR to MPC

...would the Parish Council prefer to require the developer to carry out any remedial works, rather than incurring the cost itself? If so, I can raise this concern with the developer's solicitor and emphasise the impact on neighbouring properties, which may help to progress the transfer. Please let me know if you would like me to proceed on this basis, or if there are any specific points you would like me to include.

MPC to HCR

I think it makes sense to push the works in the developers direction.

HCR to MPC

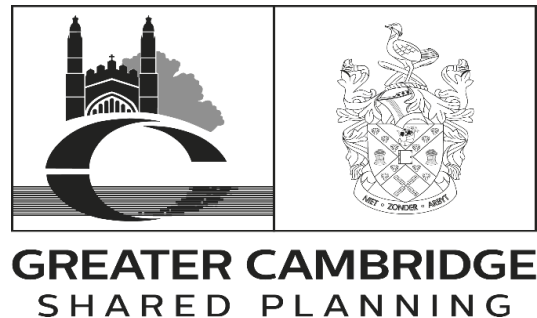
I agree – as the land remains in the developer's ownership, it is for them to attend to and bear the cost of any remedial works required. I would recommend that the Parish Council ensures all necessary works have been completed to a satisfactory standard before accepting the transfer of the land. This will help to avoid the risk of inheriting unresolved issues or additional costs.

Hopefully we will see some progress on the transfer soon.

Heydon Neighbourhood Plan

Made (adopted) Decision Statement

16 July 2026



On the 16 July 2026 South Cambridgeshire District Council decided to make (adopt) the Heydon Neighbourhood Plan under Section 38A(4) of the Planning and Compulsory Purchase Act 2004.

The Heydon Neighbourhood Plan as made now forms part of the development plan for South Cambridgeshire. All planning decisions in the neighbourhood area will need to be made in accordance with the development plan that now includes this Neighbourhood Plan unless material considerations indicate otherwise.

Reason for Decision:

South Cambridgeshire District Council has confirmed that the Neighbourhood Plan meets all the Basic Conditions within Paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990 and is compliant with legal requirements, including that the making of the Heydon Neighbourhood Plan does not breach, and is otherwise compatible with, EU obligations and the Convention rights (within the meaning of the Human Rights Act 1998).

The Heydon Neighbourhood Plan was successful at its referendum on 2 July 2026 as more than half (92.1%) of those that voted were in favour of SCDC using the Neighbourhood Plan to help it decide planning applications in the neighbourhood area.

South Cambridgeshire District Council's full Council at its meeting on 16 July 2026 noted the results of the referendum and made (adopted) the Heydon Neighbourhood Plan.

Viewing the Documents

If you wish to see hard copies of this Decision Statement and the Heydon Neighbourhood Plan, please contact the Planning Policy Team (see contact details below) to find out how to make an appointment to view the documents at the South Cambridgeshire District Council offices in Cambourne.

The documents are available to view on South Cambridgeshire District Council's website: <https://www.greatercambridgeplanning.org/local-and-neighbourhood-planning/neighbourhood-plans/south-cambridgeshire-neighbourhood-plans/heydon-neighbourhood-plan>

Stephen Kelly

Joint Director for Planning and Economic Development for Cambridge and South Cambridgeshire

For further information, please look at the website or contact the Planning Policy Team via email on neighbourhood.planning@greatercambridgeplanning.org or telephone 01954 713000.

Active Travel Survey – Fowlmere & Melbourn

Mill Road & Fowlmere Road



Background

The survey was conducted to gather views from local residents on active travel in Fowlmere, Foxton and Melbourn.

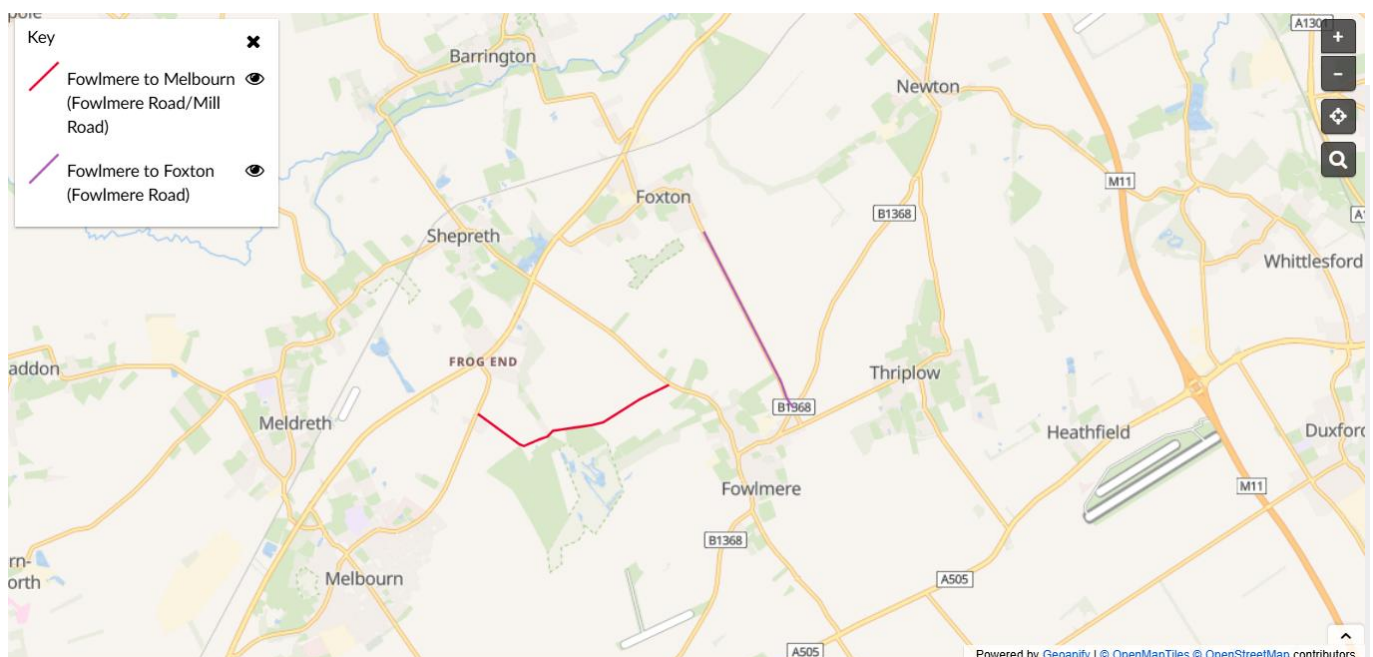
Two routes had been identified for opportunities to improve active travel conditions as they provide links between rural villages to access key amenities such as a GP surgery, library, railway station and shops. These routes are Fowlmere Road / Mill Road, linking Fowlmere and Melbourn, and Fowlmere Road, linking Fowlmere and Foxton.

Responses will form the evidence base for local support for active travel in and around the villages. It will enable the county council to prioritise schemes and consider routes to develop further if funding becomes available.

The survey opened in mid-December 2025 and ran for three months until late March 2026.

The survey has been split into two reports: Fowlmere and Melbourn, which focuses on Fowlmere Road / Mill Road; and Fowlmere and Foxton, which focuses on Fowlmere Road. This report focuses on Fowlmere Road / Mill Road, between Fowlmere and Melbourn.

The route covered in this report is the left-most red line on the map, connecting Fowlmere and Melbourn via Fowlmere Road / Mill Road.



walk  wheel  cycle 

Engagement

Advertisements were included in the February 2026 editions of the Fowlmere & Thriplow Newsletter and Foxton Laurentian. Posters were sent to various local organisations including Fowlmere Parish Council, Foxton Parish Council and Melbourn Parish Council, to advertise through various medias. Physical leaflets were delivered to residential properties in Foxton and Fowlmere, with Fowlmere Parish Council supporting.

The survey was available to complete online via the Your Voice platform, and paper copies of the survey were also made available to collect at locations in each parish.

Report Overview

A total of 250 responses were received, with 122 from Fowlmere (48%), 57 from Foxton (23%), 24 from Melbourn (10%) and 47 from other places (19%). These included neighbouring villages such as Whaddon, Meldreth, Thriplow and more.



A short summary of the survey results:

- 66%** of respondents would cycle more along the route if measures were introduced to improve active travel conditions
- 51%** of respondents would walk more along the route if measures were introduced to improve active travel conditions
- 47%** of respondents would consider changing their transport mode from car or other motorised vehicle to active travel if active travel measures were introduced along the route
- 90%** of respondents would support a type of active travel measure being introduced along the route
- 59%** of respondents would consider separating active travel users from vehicles as the most important measure to be introduced

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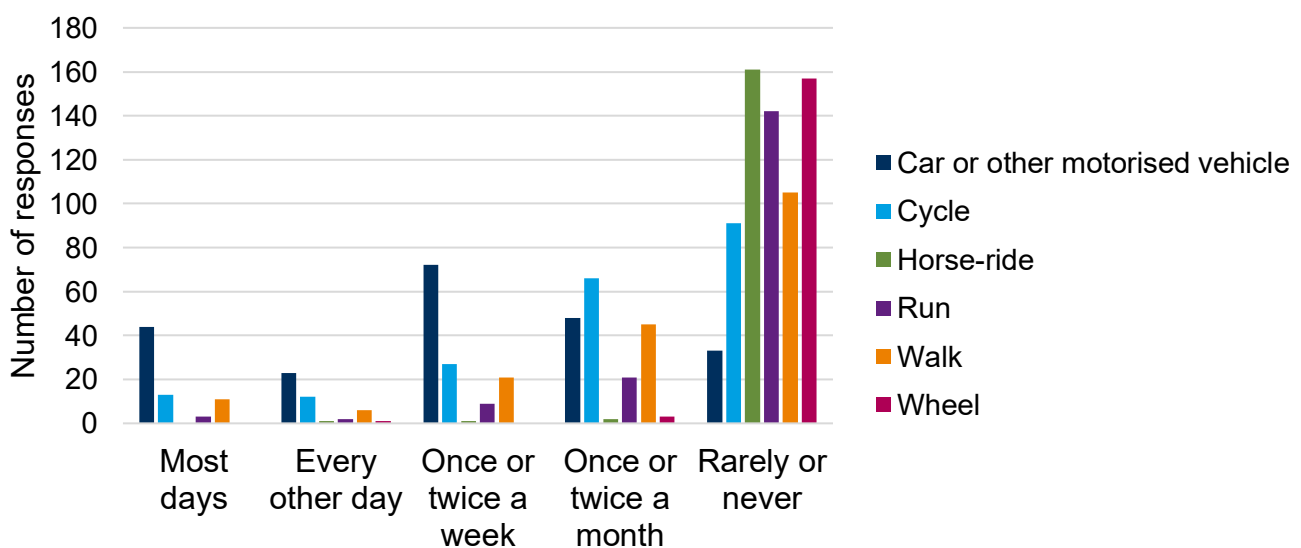
Q1 – Frequency of Travel

The first question on the survey asked residents how often they walk, wheel, run, cycle, horse-ride and travel by car or other motorised vehicle on Fowlmere Road / Mill Road (Figure 1). This clearly demonstrated car dependency with only 13% of respondents stating they rarely or never travel by car. Methods of active travel were marginal; cycling being the only form where over half of respondents used it once or twice a month, or more.

Car dependency may suggest a number of possibilities, including a lack of infrastructure to make active travel users feel safe and confident, that users may consider it takes too much time or possibly, that users travel too far to consider using active travel.

As many people do walk (17%) or cycle (24%) occasionally, it indicates that behaviour change can be possible with the right interventions, which is explored later in the survey.

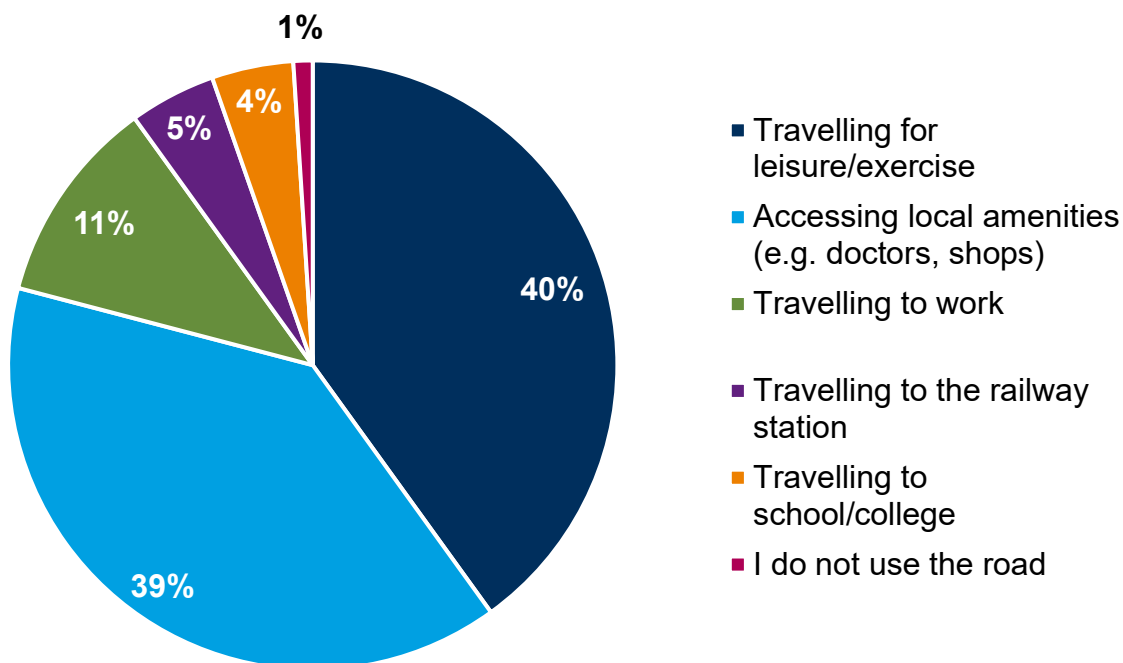
Figure 1 - Do you travel on Fowlmere Road/Mill Road? If so, by what means and how frequently?



Q2 – Purpose of Travel

Respondents were then asked for what purpose they typically use the road for (Figure 2). 40% of respondents stated they used it for leisure or exercise, 39% for accessing local amenities, 11% for travelling to work, 5% for accessing the railway station, 4% for travelling to school or college and 1% do not use the road.

Figure 2 - For what purpose do you travel on Fowlmere Road/Mill Road?



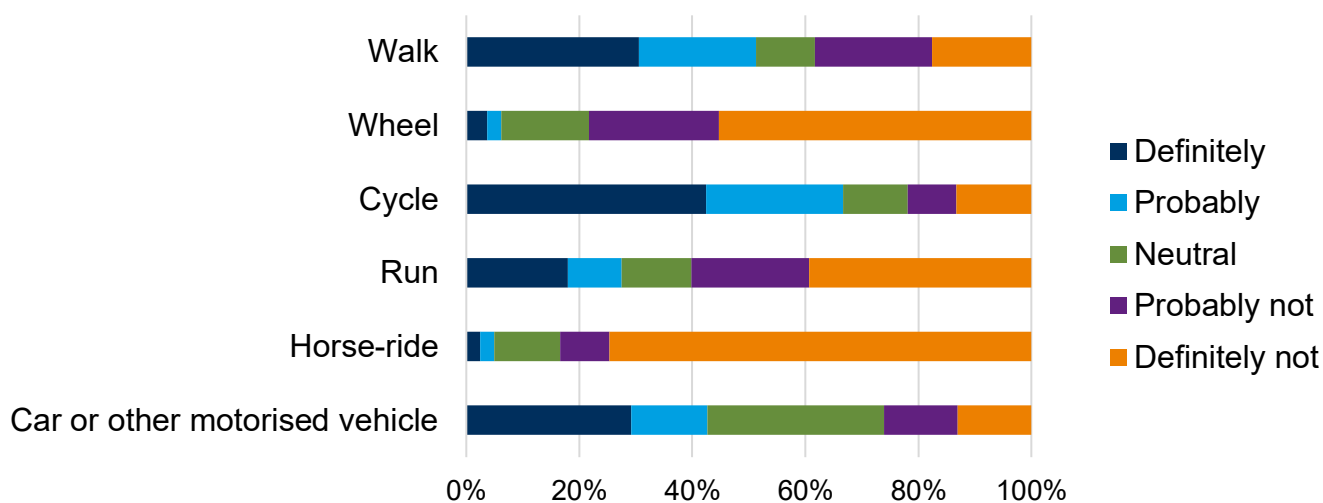
walk  wheel  cycle 

Q3 – Propensity to Change Mode

Respondents were then asked whether they would consider using more sustainable modes of transport if active travel measures were introduced (Figure 3). 35.6% of respondents were positively inclined toward change, 15.5% were neutral and 48.9% were resistant to change.

Car or other motorised vehicles users were open to change with only 26% stating they would definitely not or probably not change transport modes, demonstrating potential for mode shift. Cycling had the strongest result with 67% open, suggesting that the demand is there and residents are ready to cycle if conditions improve. Walking results demonstrated a moderate openness with roughly half indicating they'd be open to walk more. Overall, the data suggests that behaviour is constrained more by conditions than attitudes, indicating a strong scope for targeted active-travel interventions.

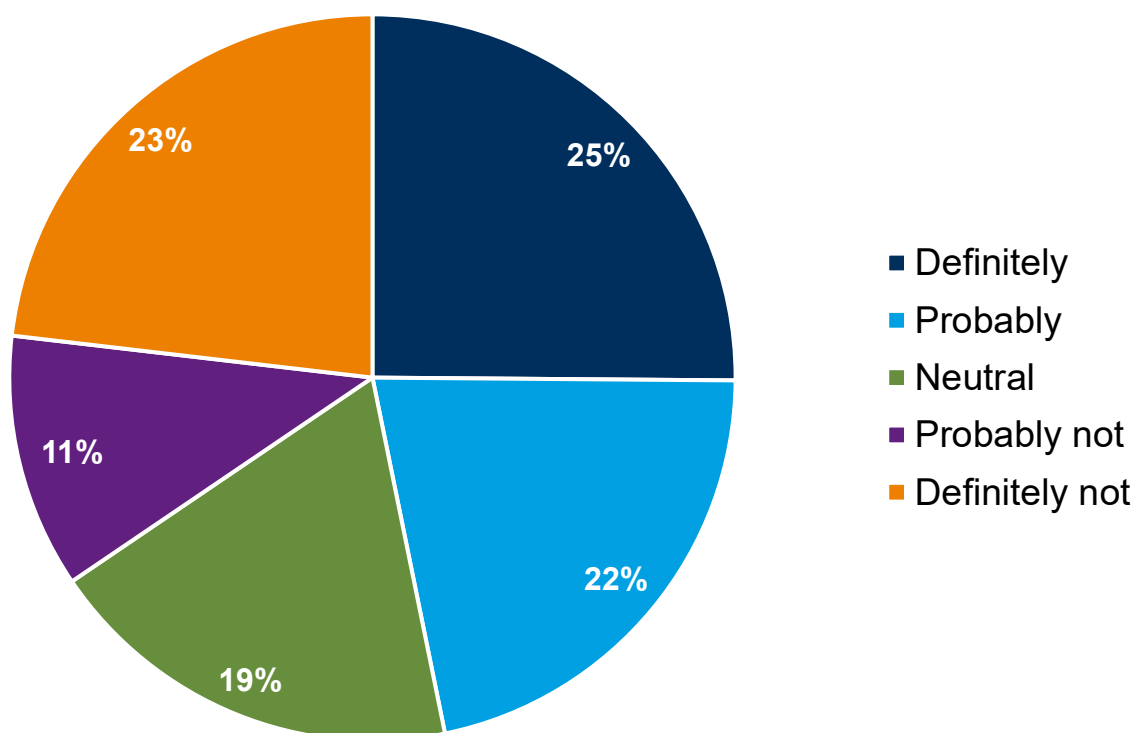
Figure 3 - If active travel measures were introduced along Fowlmere Road/Mill Road to encourage greater use by sustainable transport modes, would you use it more?



Q4 – Propensity to Change Mode from a Motorised Vehicle

The survey then asked a question specifically to those that indicated using a car or other motorised vehicles on the route and whether they would consider changing their transport mode to active travel if active travel measures were introduced (Figure 4). This showed that 47% would definitely or probably change, whilst 19% remained neutral. This demonstrates that the majority of vehicle users are open to change.

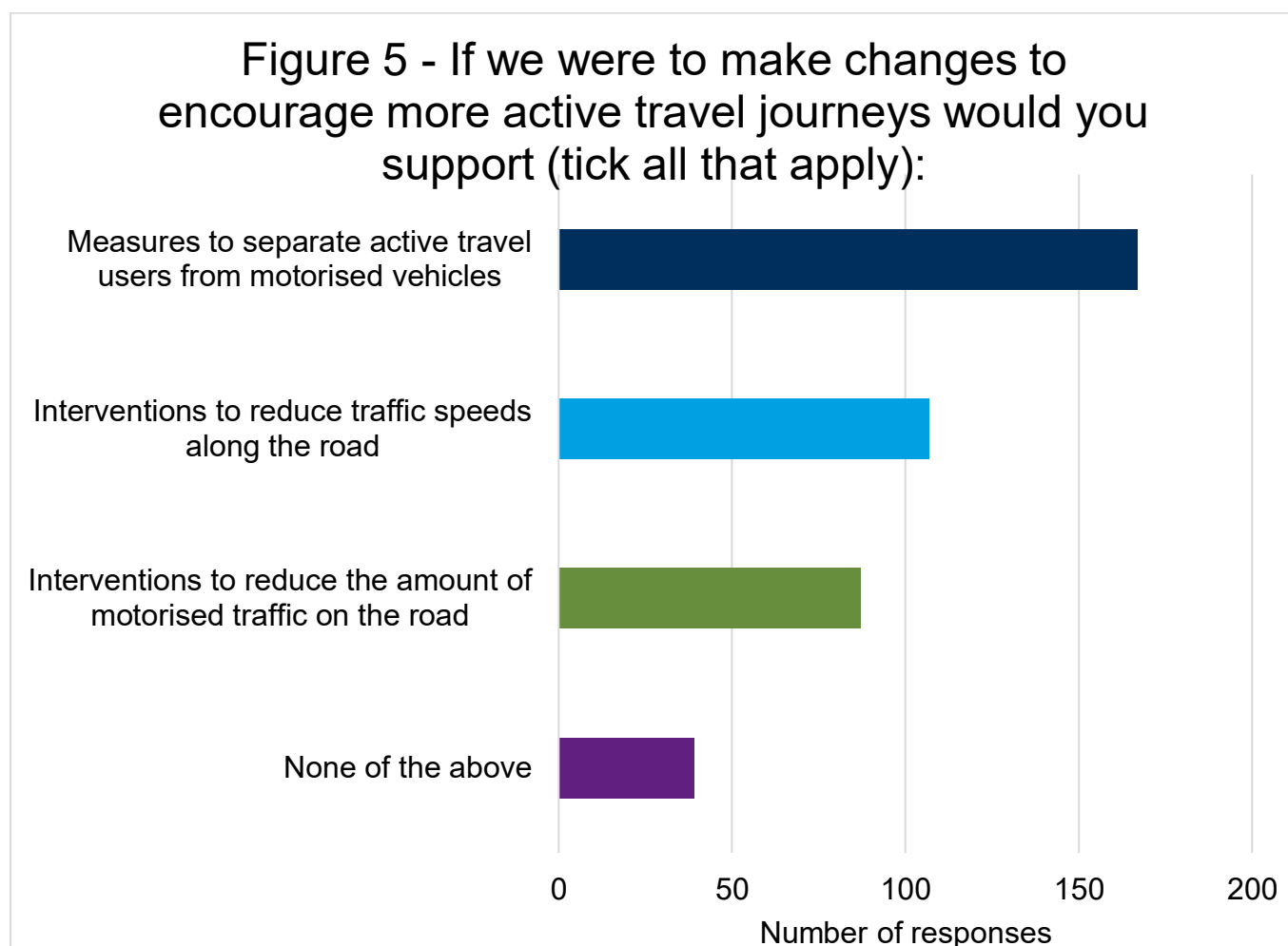
Figure 4 - If you previously indicated using a car or other motorised vehicle, would you consider changing your transport mode to active travel if active travel measures were introduced?



Q5 – Views on Active Travel Interventions

Respondents were asked what type of active travel measures they would support, if any (Figure 5). 42% supported measures to separate active travel users from motorised vehicles. Speed reduction (27% of respondents) and vehicle restrictions (21% of respondents) each had a moderate level of support. Opposition to any active travel measures was limited at 10% of respondents.

Overall, these findings suggest that the introduction of active travel measures is broadly supported where it improves safety and comfort for all.

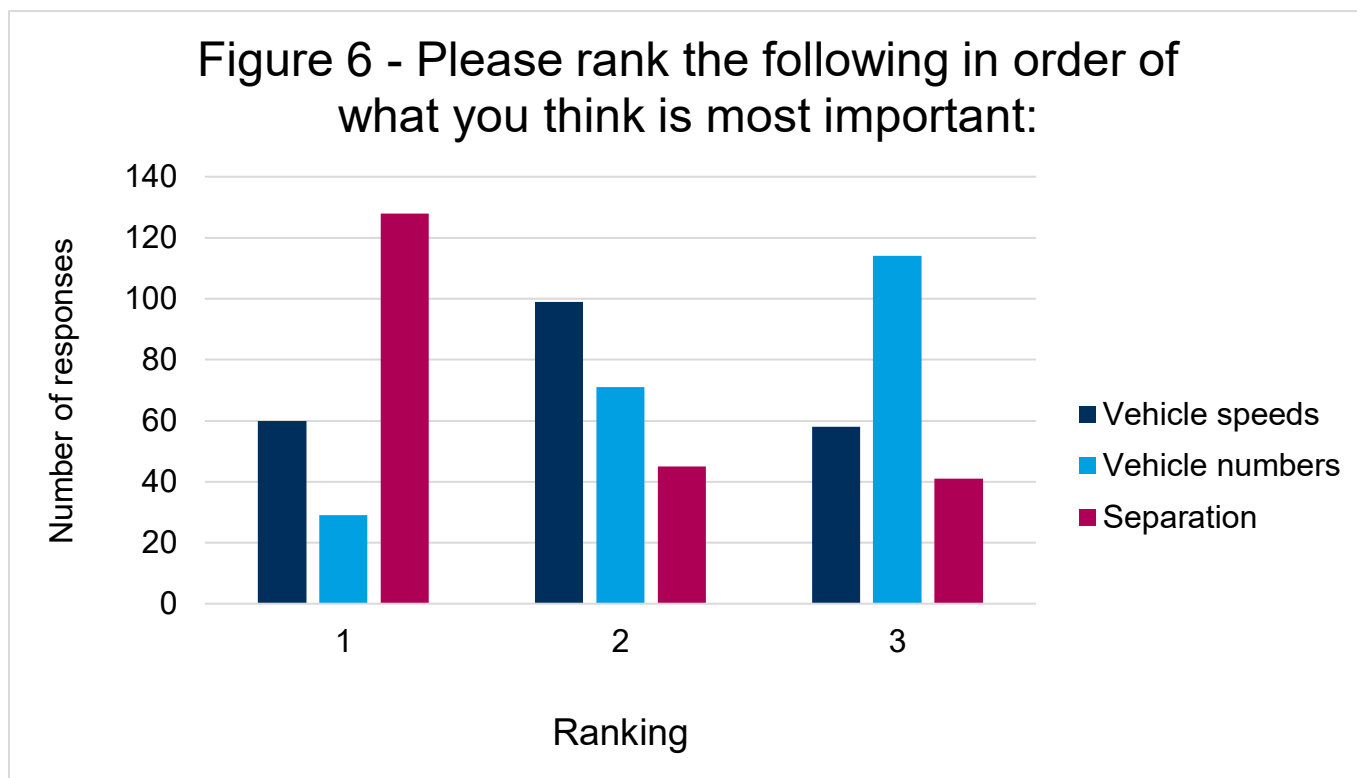


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Q6 – Ranking of Active Travel Interventions

When asked to rank active travel interventions by what they thought was most important, respondents showed a clear and consistent preference for measures that physically separate active travel users from motorised vehicles (Figure 6). Nearly 60% ranked separation as the most important measure, well ahead of speed reduction, while reducing the number of motor vehicles was most commonly ranked least important. This mirrors earlier findings on support levels and indicates that separation between modes is the most supported and the highest priority for respondents.

In the below figure, respondents were asked to rank the interventions from most important (1) to least important (3).



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Q7 – Comments on Active Travel

The final question asked if respondents had any other comments they wished to make about active travel between Fowlmere and Melbourn. Responses were processed into broad categories to support analysis. Table 1 gives a summary of the comments and detailed responses can be found in Appendix A.

Open-ended responses reinforce the quantitative findings, with safety, maintenance and separation emerging as the dominant concerns. The most frequently raised issues related to road condition and perceived danger from traffic speed or driver behaviour, indicating that existing conditions constrain use by non-motorised users. Support for segregated walking and cycling routes is strong and appears organically in comments, while views on restricting motor access are balanced, reflecting a genuine trade-off rather than blanket opposition. Overall, the comments suggest broad conditional support for change, provided interventions improve safety, connectivity and inclusivity while respecting local character.

Table 1 - Comments on Active Travel	Number of comments
Road condition, potholes and passing place maintenance	84
Safety concerns from traffic speed or driver behaviour	58
Support for segregated cycle/walking routes	42
Opposition to restricting motor access	38
Support for reducing motor access	35
Connectivity issues	31
Children, school access and family travel needs	27
Preference for minimal intervention and protection of rural character	22
General support for active travel in principle	20
Equestrian inclusion and horse safety consideration	18
Need for junction improvements	16
Environmental, landscape or RSPB-related concerns	14
Accessibility needs	13
Lighting and visibility concerns	9
Comments about survey process or survey design	19
Grand Total	446



walk  wheel  cycle 

Assistant Clerk

From: Abi Williams
Sent: 04 August 2026 14:26
To: Assistant Clerk
Subject: PLANNING AGENDA FW: NALC Survey - Parish and Town Councils with Neighbourhood Plans

From: office@cambs-peterborough-alc.gov.uk <office@cambs-peterborough-alc.gov.uk>
Sent: 04 August 2026 13:51
To: training@cambs-peterborough-alc.gov.uk
Subject: NALC Survey - Parish and Town Councils with Neighbourhood Plans

Dear Clerk,

You are receiving this email because your council has either a **made Neighbourhood Plan** or a **designated Neighbourhood Area** and is therefore likely to be eligible for this request from the National Association of Local Councils (NALC).

At the end of the 2025/26 financial year, the Government ceased all general and technical funding that had previously supported parish and town councils and neighbourhood forums in developing, adopting and making neighbourhood plans. NALC has since met with Locality, which had administered this funding for several years, and was advised that the Locality neighbourhood planning team has been disbanded and that its extensive library of neighbourhood planning resources has now been transferred to GOV.UK.

Whilst the Government has stated that it has no intention of repealing the Localism Act 2011 or abolishing neighbourhood planning, NALC is seeking to understand the current position of parish and town councils with neighbourhood plans. The information gathered will help inform NALC's evidence when engaging with the Ministry of Housing, Communities and Local Government ahead of its forthcoming update to neighbourhood planning guidance.

NALC has therefore asked county associations to circulate a short survey to eligible councils, as there is no single national distribution list covering all parish and town councils with neighbourhood plans. If your council has developed a neighbourhood plan (whether made or currently designated and progressing), please take 5–10 minutes to complete the survey.

Survey: <https://forms.office.com/e/4Pyn1PpHVv>

Closing date: Friday 25 September 2026

Your response will help NALC gauge the current status and future intentions of councils involved in neighbourhood planning and strengthen the evidence base for its discussions with Government.

Thank you in advance for taking the time to complete the survey.

Kind Regards,

CAPALC



Cambridgeshire & Peterborough Association of Local Councils Ltd (CAPALC)

The Norwood Building, Parkhall Road, Somersham, Cambridgeshire PE28 3HE

Office telephone number: 07507 520849

www.cambs-peterborough-alc.gov.uk

Company number 12585308

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