

**MELBOURN PARISH COUNCIL
MINUTES**

DRAFT MINUTES SUBJECT TO FORMAL RATIFICATION AT THE NEXT PLANNING MEETING.

Minutes of the Planning Committee held on Monday 4th July 2016 in the upstairs meeting room of the Community Hub at 7.15pm.

Present: Cllr Crosby (Chair), Cllr Stead, Cllr R Gatward, Cllr Bloomfield, Cllr Linnette, Cllr Hart, Cllr Mulcock, Cllr Parton, Cllr Sherwen

In attendance: The Clerk and District Cllrs Hales and Barrett and members of the public

PL21/16 Apologies for Absence:

Cllr Tulloch for work commitments

PL22/16 Declarations of Interest:

Cllr Hart declared an pecuniary interest PL27/16 a) as the resident of the property.

PL23/16 Minutes of the meeting held on 13th June 2016:

IT WAS PROPOSED BY CLLR HART AND SECONDED BY CLLR LINNETTE THAT MINUTES OF THE MEETING HELD ON 13TH JUNE 2016 BE SIGNED AS A TRUE RECORD. THIS WAS CARRIED BY ALL

PL24/16 Report on the last meeting: 13TH JUNE 2016

See Appendix A

PL25/16 To Consider any matters concerning the village car park.

Cllr Linnette reported still awaiting the final invoice from Interserve.

PL26/16 To receive any notification or planning consultation documents.

- (a)** Notification of a single storey rear extension at 13 Trigg Way, Melbourn, Royston, SG8 6HX has been determined that the prior approval of the Local Planning Authority is NOT REQUIRED. S/0866/16/PA. Was noted.
- (b)** Town and Country Planning Act 1990. Appeal by Mr Leonard Cottam, Orchard Cottage, Bury Lane, Melbourn, Royston, SG8 6DF S/2244/15/OL. APPEAL HAS BEEN DISMISSED. Was noted.
- (c)** Town and Country Planning ACT 1990 Land to rear of Victoria Way, Melbourn, Royston, Cambridgeshire, SG8 6FE. S/0763/15/VC grant permission for Erection of 64 new residential dwellings, a village green providing public open space, connectivity for pedestrians and cyclists, remodelled and landscaped access to the cemetery, and an extensive landscaping screen to form a soft village edge (Variation of Conditions 2 and 26 of planning permission S/2048/14/FL to provide an amendment site layout, including revised siting of Plots 5-7 to remove the vehicular and pedestrian access link to the land to the north west, and non-material amendments to approved Plots 1-11). Was noted.
- (d)** There were no other notifications

PL27/16 To consider the following planning applications

- a) Application for Construction of New Annex Accommodation at 62 High Street, Melbourn, Royston, Cambridgeshire, SG8 6AJ. S/1327/16/FL
**CLLR HART WAS ASKED TO LEAVE THE ROOM.
THE CHAIRMAN CONFIRMED THE APPLICATION WILL BE REFERRED BACK TO SCDC PLANNING DEPARTMENT FOR DETERMINATION BY SCDC WITHOUT ANY COMMENTS BY OR ON BEHALF OF THE PARISH COUNCIL OFFICERS. CLLR HART WAS ASKED TO RETURN TO THE ROOM.**

- b) Application for Two Storey side extension and single storey rear extension at 14 Greengage Rise, Melbourn, Royston, Cambridgeshire, SG8 6DS. S/1207/16/FL
IT WAS PROPOSED BY CLLR PARTON AND SECONDED BY CLLR BLOOMFIELD SUPPORTS THIS APPLICATION WITH NO COMMENT. THIS WAS CARRIED BY ALL.

- c) Application of erection of industrial unit in yard of existing unit at Unit 1, Whiting Way, Melbourn, Cambridgeshire, SG8 6NA. S/0923/16/FL

IT WAS PROPOSED BY CLLR PARTON AND SECONDED BY CLLR SHERWEN SUPPORTS THIS APPLICATION WITH NO COMMENT. THIS WAS CARRIED BY ALL. CLLR MULCOCK ABSTAINED.

- d) Application for Internal & External Alterations to Create Kitchen/Breakfast Room and Utility on Ground Floor, Two En-suite Bathrooms on First Floor, (External Alterations Comprise of Blocking up Two Windows & One Door Opening, Installation of Two Roof Windows and Installation of French Door). Replacement of all Window Units at Pear Tree Cottage, 8 Dolphin Lane, Melbourn, Royston, Cambridgeshire, SG8 6AE. S/1454/16/FL

IT WAS PROPOSED BY CLLR PARTON AND SECONDED BY CLLR LINNETTE SUPPORTS THIS APPLICATION. WITH THE COMMENT WOULD REQUEST THAT THE DOOR IS IN KEEPING WITH THE PERIOD COTTAGE. THIS WAS CARRIED BY ALL.

- e) Application for single storey rear extension at 23 The Moor, Melbourn, Royston, Cambridgeshire, SG8 6ED. S/1516/16/FL

IT WAS PROPOSED BY CLLR HART AND SECONDED BY CLLR BLOOMFIELD SUPPORTS THIS APPLICATION WITH NO COMMENT. THIS WAS CARRIED BY ALL.

- f) Application for Retrospective planning permission for the installation and operation of a diesel fuel tank, the installation of drainage interceptors and the use of the rear parking area for vehicle washing and refuelling at 10A The Moor, Melbourn, Royston, Cambridgeshire, SG8 6ED. S/1274/16/FL

District Cllr Hales and Barrett confirmed they met on site and this meets with all the health and safety and fire regulations.

IT WAS PROPOSED TO BE REJECTED BY CLLR MULCOCK AND

SECONDED BY CLLR LINNETTE ALONG WITH CLLR GATWARD.

TO ACCEPT THE APPLICATION WAS CLLRS BLOOMFIELD/PARTON/STEAD/SHERWEN. CLLR HART AND CROSBY ABSTAINED. THIS APPLICATION WAS CARRIED.

COMMENT HAD THIS BEEN WITHIN THE ORIGINAL PLANS THE PARISH COUNCIL WOULD HAVE REVIEWED THE APPLICATION DIFFERENTLY.

PL28/16 Correspondence:

There was no correspondence to report.

PL29/16 To accept notices and matters for the next agenda

- Update on Car Park

THE CHAIRMAN SUSPENDED STANDING ORDERS AT 755PM.

The public asked questions in the open session:

Mr Swann asked The Chairman of the Car Park Refurbishment Cllr Linnette can you please confirm the budget and contingency which was first instigated.

Cllr Linnette confirmed the budget was £237000 and £20000 contingency.

Mr Swann had his concerns about the letter that was published in the 23 May 2016 minutes from Sweet Group to Melbourn Parish Council. Mr Swann read out the contents stating final figure could be up to £418000.

Cllr Linnette stated this item is still commercially sensitive and the Project Manager Sweets are currently negotiating with Interserve and Melbourn Parish Council has still not received the final invoice.

Mr Swann stated if there is a sensitive issue that Melbourn Parish Council cannot discuss and the total amount could be £418000 there is nearly £150000 overspend.

Another member from the public was concerned if you have a contract price how can a commercial decision go that far over. Cllr Linnette confirmed the discussion is still commercially sensitive.

The Clerk explained the letter from Sweet Group was discussed in a public meeting on 23rd May 2016 and this item was for information only it was not stating the final amount and therefore it is her duty to publish correspondence relating to any item that was discussed on an agenda.

Cllr Linnette stated the budget was £260000 and that Melbourn Parish Council has paid the contractor at different stages to the total amount of £237000 and the Project Manager is now dealing with the situation. Cllr Linnette apologised he couldn't discuss it any further.

Mr Connor asked how long the time frame will be for a decision to be made. Cllr Linnette confirmed he was unsure. The handover over was on 14th December and discussions are under negotiations.

A member of the public asked how much have we paid so far and Cllr Linnette confirmed £237000.

The Clerk corrected Cllr Linnette and informed him the contact sum was £257000 with £20000 contingency and total budget was £300000

Cllr District Hales confirmed as he was on the Car Park Committee the contract price was £277000 and asked for the Council to confirm how much has Melbourn Parish Council has paid to the contractor to date. The Clerk left the room to find this information

The Clerk returned to the room and stated "This is what I believe we have paid however before this is confirmed I will get a second opinion from Edge who are the company involved with our accounts. Once this has been confirmed I will inform the residence of an accurate record of the breakdown".

Contract Sum: £257733.99
Paid to date: £262721.05

Mr Swann stated The Clerk had informed him of the resignation from Cllrs Hales, Barrett, and Norman from the Parish Council on 23 May 2016. Mr Swann acknowledged receipt of The Clerks email and asked who would be taking over Chair and Vice Chair to the Melbourn Futures Committee and this has been directed to Cllr Tulloch and Bloomfield but to date he hadn't received a response.

Cllr Bloomfield stated the Chairman is required to answer this question.

ACTION: CHAIRMAN TO RESPOND TO MR SWANNS/CONNOR AND MAGGS EMAIL.

Mr Swann was disappointed to hear that with only 2 weeks to go until The Planning Inspector meets at Cambourne for the 199 houses appeal and there has been nobody appointed to represent the Parish Council. Cllr Crosby confirmed at the Annual Parish Council Meeting unfortunately no Councillors wished to take on the role of Chair and Vice Chair to the Committee.

The Chairman closed the meeting at 8.30pm.

APPENDIX 1
Melbourn Parish Council
Ongoing Action List from Planning Committee Meeting 13/06/16:

Date of Meeting	Item Number	Action	By Whom	Action Taken
11/1/16	PL133/15	<p>The Ranger. The 3 Tonne car park sign is still to arrive. ACTION: The Clerk to chase Sweetts Group to confirm delivery date</p> <p>Cllr Hales reported that the old street light located on the left hand side pathway as you enter the car park should have been disconnected and removed as this was stated in the original contract.</p>	THE CLERK	The Clerk has chased again.
1/2/16	PL142/15	Cllr Linnette raised the issue about the fire safety information.	CLLR LINNETTE AND THE RANGER TO COMPLETE	
04/04/16 16/05/16	PL177/15 PL221/15	<p>To Consider any matters concerning the village</p> <p><i>CCTV engineer attended the Parish Office and confirmed access for the CCTV can be connected through WiFi. CCTV Engineer to discuss with Cambridgeshire Police. ACTION: CLERK TO ENSURE THIS HAPPENS.</i></p> <p><i>Interserve are still to send MPC the final invoice for the project. ACTION: THE CLERK TO CHASE</i></p> <p><i>To discuss the following quotes:</i></p>		<p>BT Connection now complete.</p> <p>Awaiting Invoice</p> <p>ACTION: The Ranger mark chevrons on the slope with yellow paint.</p>

		<p>Cllr Linnette stated the tarmac near to the workshop and bus shelter is now complete, however there is concern the slope next to the workshop is too steep and may be a slipping hazard. Cllr Linnette suggested The Ranger mark chevrons on the slope with yellow paint.</p>		
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Committee Action List:

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