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1 June 2021

To: Chair – Councillor Pippa Heylings  
Vice-Chair – Councillor Henry Batchelor  
All Members of the Planning Committee - Councillors Dr. Martin Cahn,  
Peter Fane, Geoff Harvey, Dr. Tumi Hawkins, Judith Rippeth,  
Deborah Roberts, Heather Williams, Dr. Richard Williams and  
Eileen Wilson

Quorum: 3

Substitutes Councillors Nick Wright, Sue Ellington, Grenville Chamberlain,  
if needed: Mark Howell, Dr. Shrobona Bhattacharya, Graham Cone,  
Dr. Claire Daunton, Anna Bradnam, Brian Milnes and Jose Hales

Dear Councillor

You are invited to attend the next meeting of **Planning Committee**, which will be held in the **Council Chamber, South Cambs. Hall (but see below)** on **Wednesday, 9 June 2021 at 10.00 a.m.** **A weblink to enable members of the press and public to watch the proceedings will be published on the relevant page of the Council's website , normally, at least 24 hours before the meeting.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully  
**Liz Watts**  
Chief Executive

**The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.**

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## Agenda

Pages

**Important information for public speakers and those wishing to observe proceedings**

Following the end of temporary legislation allowing for public meetings to be conducted entirely virtually, it is now possible for public speakers to attend a meeting and speak in person. However, because we still need to follow government advice on indoor gatherings and social distancing, the seating available for members of the public will be severely restricted. We therefore would urge you to observe proceedings or participate remotely if possible. If you feel you really need to be present in person, please contact Democratic Services and request a place. Seats might only become available when other people leave the meeting.

**Please read the Protocol on physical meetings held before 21 June 2021 – weblink at the top of the webpage displaying the online version of this agenda.**

**1. Chair's announcements**

**2. Apologies**

To receive apologies for absence from committee members.

**3. Declarations of Interest**

**1. Disclosable pecuniary interests (“DPI”)**

A DPI is where a committee member or his/her spouse or partner has any kind of beneficial interest in the land under consideration at the meeting.

**2. Non-disclosable pecuniary interests**

These are interests that are pecuniary involving a personal financial benefit or detriment but do not come within the definition of a DPI. An example would be where a member of their family/close friend (who is not their spouse or partner) has such an interest.

**3. Non-pecuniary interests**

Where the interest is not one which involves any personal financial benefit or detriment to the Councillor but arises out of a close connection with someone or some body /association. An example would be membership of a sports committee/ membership of another council which is involved in the matter under consideration.

**4. Minutes of Previous Meeting**

To note that the minutes of the meeting held on 26 May 2021 will be presented to the meeting on 14 July 2021.

**5. S/2896/19/FL - Duxford (Imperial War Museum, Royston Road) 1 - 62**

Construction of a 168 bedroom hotel with ancillary facilities associated access gates car parking (including reconfigured conference centre car parking) cycle parking and landscaping.

**6. 20/05250/OUT - Linton (35 Balsham Road) 63 - 74**

Outline planning application for the erection of a single self-build dwelling with all matters reserved.

- |            |   |                  |
|------------|---|------------------|
| <b>7.</b>  | <b>21/00512/FUL - Bassingbourn-Cum-Kneesworth (The Limes Community Centre, High Street)</b>   | <b>75 - 84</b>   |
|            | Change of use to a village hall including social activities and as a base for the parish council. Ancillary uses include as a community library and for health, education and indoor exercise |                  |
| <b>8.</b>  | <b>20/05404/HFUL - Histon (24 Manor Park)</b>   | <b>85 - 90</b>   |
|            | Single-storey rear extension and part conversion of redundant garage to form utility room   |                  |
| <b>9.</b>  | <b>Proposed diversion of part of Melbourn Public Footpath no. 6 and stopping up of Melbourn Public Footpath no. 8</b>   | <b>91 - 126</b>  |
| <b>10.</b> | <b>Enforcement Report</b>   | <b>127 - 134</b> |
| <b>11.</b> | <b>Appeals against Planning Decisions and Enforcement Action</b><br>The next report will be presented as part of the agenda for the Planning Committee meeting on 14 July 2021.               |                  |

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#### **GUIDANCE NOTES FOR MEMBERS OF THE PUBLIC FOR REMOTE MEETINGS**

Members of the public are welcome to view the live stream of this meeting, except during the consideration of exempt or confidential items, by following the link to be published on the Council's website.

Any person who participates in the meeting in accordance with the Council's procedure rules, is deemed to have consented to being recorded and to the use of those images (where participating via video conference) and/or sound recordings for webcast purposes. When speaking, members of the public should not disclose any personal information of any individual as this might infringe on the rights of that individual and breach the Data Protection Act.

For more information about this meeting please contact [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk)

#### **GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL**

## **Notes to help those people visiting the South Cambridgeshire District Council offices (but please also read the note at the beginning of the agenda page)**

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

### **Security**

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail [democratic.services@scamb.gov.uk](mailto:democratic.services@scamb.gov.uk)

### **Emergency and Evacuation**

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

### **First Aid**

If you feel unwell or need first aid, please alert a member of staff.

### **Access for People with Disabilities**

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

### **Other Facilities**

Facilities are available for nursing mothers. Please ask a member of staff for more information.

### **Toilets**

Public toilets are available on each floor of the building next to the lifts.

### **Recording of Business and Use of Mobile Phones**

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

### **Banners, Placards and similar items**

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

### **Disturbance by Public**

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

### **Smoking**

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

### **Food and Drink**

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

## **Exclusion of Press and Public**

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) ..... in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) ..... of Part 1 of Schedule 12A of the Act."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

### **Notes**

- (1) Some development control matters in this Agenda where the periods of consultation and representation may not have quite expired are reported to Committee to save time in the decision making process. Decisions on these applications will only be made at the end of the consultation periods after taking into account all material representations made within the full consultation period. The final decisions may be delegated to the Corporate Manager (Planning and Sustainable Communities).
- (2) The Council considers every planning application on its merits and in the context of national, regional and local planning policy. As part of the Council's customer service standards, Councillors and officers aim to put customers first, deliver outstanding service and provide easy access to services and information. At all times, we will treat customers with respect and will be polite, patient and honest. The Council is also committed to treat everyone fairly and justly, and to promote equality. This applies to all residents and customers, planning applicants and those people against whom the Council is taking, or proposing to take, planning enforcement action. More details can be found on the Council's website under 'Council and Democracy'.