



**DELEGATION MEETING
24th June 2025**

Teams Meeting

Minutes

**GREATER CAMBRIDGE
SHARED PLANNING**

Delegation meeting - Minutes

- **Date:** 24 June 25
- **Time:** 11:00 – 12:30
- **Meeting held:** via Teams

Attendees: Martin Smart (Chair of Planning Committee), Dave Baigent (Vice Chair of Planning Committee), Toby Williams (Delivery Manager), Melissa Reynolds (Planning Officer)

Minutes to be approved by: 3 July 25

1	25/01514/FUL – 122 Malvern Road Change of use of existing outbuilding to self-contained annex for residential accommodation. Reason for Inclusion Number of objections Key considerations 24 or more objections Discussion Presentation by Melissa Reynolds, who outlined the site context, talked through the plans, planning history, compliance issues and showed photographs of the front and rear of the site. The case officer outlined the extent of local resident objection, over 20 representations against the proposals including concerns raised with activity in the rear garden, car parking stress, flood zone, amenity concerns. We were advised that the Local Highway Authority do not object but had raised issues regarding Malvern Rd pavement parking. There were no Env. Health objections. The applicants had confirmed the outbuilding was being used as a completely self-contained unit and was built as a separate unit of accommodation and does not benefit from permitted development. The case officer advised that they were minded to refuse the application because of concerns around separate dwelling use and the confined nature of the retained amenity space. The application also technically requires a flood risk assessment as it is a more vulnerable use. No BNG was being sought,	MR
---	--	----

	the internal space provided does not meet space standards and car parking provision is limited. Cllr Baigent and Cllr Smart did not consider any of the 5 criteria were triggered to result in the application being necessary coming to committee. The development manager agreed. Decision: Delegated decision	
--	--	--