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Our Ref: GH/JM

17 February 2021

**To: All Members of the Planning and Development Committee**  
[Councillors Birch [Chairman], Gittings [Vice-Chairman], Bullock, L Ennis [Substitute], D Ennis, Evans [Substitute], Flanagan, Loughbrough Rudd, R Place and Willis-Croft]

Dear Councillor

#### PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee will meet via a Virtual Meeting on **Wednesday 24 February 2021 at 6:00 pm** to consider the following business. Councillors and members of the public can join the meeting by using Zoom [Join Zoom Meeting <https://us02web.zoom.us/j/86579179315?pwd=aEpzUnVJanQ2bkpzY2NubWxWc0xXdz09> Meeting ID: 865 7917 9315, Passcode: 685325]. If you have any queries, please contact the Town Clerk [[graham.hunt@burntwood-tc.gov.uk](mailto:graham.hunt@burntwood-tc.gov.uk)].

Yours sincerely

Graham Hunt  
Town Clerk

As part of the Better Burntwood Concept and to promote community engagement, the public now has the opportunity to attend and speak at all of the Town Council's meetings. Please refer to the end of the agenda for details of how to participate in this meeting.

## AGENDA

1. **APOLOGIES FOR ABSENCE**
  
2. **DECLARATIONS OF INTERESTS AND DISPENSATIONS**
  - a) To receive declarations of interests and consider requests for dispensations, if any.
  
  - b) Planning Applications - General Declarations of Interest for District Councillors.
  
3. **MINUTES**

To approve as a correct record the Minutes of the Planning and Development Committee Meeting held on 15 July 2020 [Minute Nos. 1-6] [ENCLOSURE NO. 1].
  
4. **INFORMATION FROM THE MINUTES**
  
5. **PLANNING APPLICATIONS**

To consider the enclosed schedule [ENCLOSURE NO. 2].

### **PUBLIC FORUM**

30 minutes will be set aside at the beginning of this meeting for you to raise issues relevant to the remit of the meeting but are not already on the agenda. So that the Members of the meeting can be properly briefed in order to enable them to provide considered response to your question, please advise the Town Clerk of the question[s] you wish to ask the Council at least three working days before the meeting. The Chairman of the meeting has the right to reject any representations that he/she considers not to be appropriate for the particular meeting.

The public forum session will usually be the first item on the agenda and normally will last up to 30 minutes. In some instances, it may not be possible at the meeting to provide an answer. Where that is the case a written response will be sent to your stated address and a copy will be made available for public inspection at the Town Council's offices.

With regard to planning applications the Chairman also has the discretion to allow you to speak where you have a legitimate interest in the application. Again, you will need to give 3 working days' notice of your wish to speak. Where more than one person wishes to speak on a particular application the Chairman may decide to limit the number of speakers or ask for a spokesperson to be appointed.

Generally, in respect of both speaking in the public forum and to specific planning applications you will have up to 3 minutes and can raise more than one issue. However, the Chairman has the option to extend the time allowed to you if they think it is appropriate.

<p>While audio and video recordings of this meeting are entirely legal, as a matter of courtesy to Town Council members who work for this town and this Council on a voluntary basis, we would be grateful if you would let the Clerk or the Chairman know beforehand.</p>
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**MINUTES OF A VIRTUAL MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE  
HELD ON WEDNESDAY 15 JULY 2020 COMMENCING AT 6.00 PM**

**PRESENT**

Councillor Birch [in the Chair]

Councillors Banevicius [substitute], D Ennis, Gittings, Flanagan, Loughbrough Rudd, R Place and Willis-Croft

**In attendance**

G Hunt, Town Clerk

Ms J Minor, Deputy Town Clerk

Councillor Ho

**PUBLIC FORUM**

There were no members of the public present.

**1. APOLOGIES FOR ABSENCE**

Councillors Brown, Bullock and Taylor [dispensation].

**2. GENERAL DECLARATIONS OF INTERESTS AND DISPENSATIONS**

All Members present declared an interest in planning application 20/00806/PNC - Unit 10, Burntwood Town Shopping Centre, Cannock Road, Chase Terrace as the applicant is a Town and District Councillor.

All District Councillors present wished it to be recorded that their views were a preliminary view and one they may change when they hear all the evidence at the District Council's Planning Committee.

**3. MINUTES**

Following a unanimous show of hands, it was

**RESOLVED** That the Minutes of the Planning and Development Committee Meeting held on 13 February 2020 [Minute Nos. 57-65] be approved as a correct record.

**4. INFORMATION FROM THE MINUTES**

There was no information raised from the minutes.

**5. PLANNING APPLICATIONS**

**RESOLVED** That the following comments be submitted to the Local Planning Authority:

- |     |              |                          |  |  |
|-----|--------------|--------------------------|--|--|
| (a) | 20/00656/FUH | Boney Hay<br>and Central | Dr L Hallifax<br>Dragons Rest<br>210 Chorley Road<br>Burntwood | Single storey<br>extension to form<br>sun room and<br>erection of<br>detached garage<br>with solar panels on<br>roof |
|-----|--------------|--------------------------|--|--|

No objection however the Local Planning Authority to ensure that the proposed development meets and complies with Green Belt criteria.

- |     |              |           |  |   |
|-----|--------------|-----------|--|---|
| (b) | 20/00355/CLE | Chasetown | Mr D Mellors<br>142 High Street<br>Chasetown | Certificate of<br>Lawfulness<br>[Existing]:<br>Continued use of<br>building as a 15 bed<br>HMO [House of<br>Multiple<br>Occupation] |
|-----|--------------|-----------|--|---|

No objection.

- |     |              |               |  |  |
|-----|--------------|---------------|--|--|
| (c) | 20/00787/FUH | Chase Terrace | Mr T Wright<br>50 Princess Street<br>Burntwood | Single storey rear<br>extension to form<br>kitchen |
|-----|--------------|---------------|--|--|

No objection.

- |     |              |           |   |   |
|-----|--------------|-----------|---|---|
| (d) | 20/00781/FUH | Chasetown | Mr D Pitt<br>192 High Street<br>Chasetown | First floor front<br>extension to form<br>dressing room and<br>en-suite |
|-----|--------------|-----------|---|---|

No objection.

- |     |              |               |   |  |
|-----|--------------|---------------|---|--|
| (e) | 20/00806/PNC | Chase Terrace | Mr Ho<br>Unit 10<br>Burntwood Town Shopping Centre<br>Cannock Road<br>Chase Terrace | Prior Notification:<br>Change of use from<br>retail unit [A1] to<br>restaurant/café unit<br>[A3] |
|-----|--------------|---------------|---|--|

No objection.

- |     |              |                          |  |                                       |
|-----|--------------|--------------------------|--|---------------------------------------|
| (f) | 20/00851/FUH | Boney Hay<br>and Central | Mr Malpass<br>57 Bells Lane<br>Burntwood | Erection of single<br>detached garage |
|-----|--------------|--------------------------|--|---------------------------------------|

No objection however the Local Planning Authority must be satisfied that the proposed development would not be detrimental to the streetscene and the Town Council asks that the hedge be retained in future.

6. PLANNING ISSUES UPDATE

Councillor Flanagan, as Chairman of the Planning Advisory Group, stated that the Group had previously agreed to identify schemes that could be supported by the Community Infrastructure Levy [CIL]. Councillor Flanagan referred to the Burntwood wide assessment of outstanding highways defects undertaken by Town Councillors and stated that during the Covid-19 emergency, Staffordshire County Council, as Highway Authority, had managed to deal with many of the outstanding defects. Councillor Flanagan explained that the establishment of the Group would be a priority now that the current Covid-19 emergency restrictions were being slowly lifted and that an agenda item would include CIL monies available now [£22,402.29] and what could be coming the Town Council’s way in the future.

Councillor Birch stated that the Group needed to identify/bring forward community groups and referred to the Burntwood Neighbourhood Plan proceeding to referendum [Lichfield District Council will move forward with the referendum as soon as they can following the lifting of government restrictions on elections/referendums] and if the Plan is adopted then the CIL contributions payable to the Town Council will be higher than that currently received. The Group will need to identify infrastructure projects to take forward but must be mindful on what the money can be spent on [restrictions] and what other public bodies are responsible for [Staffordshire County Council and Lichfield District Council will have significant issues affecting their funding following Covid-19].

The Town Clerk referred Members to the 123 Regulation List and pointed out that highway defects will not be eligible. The Town Clerk explained that there was two parts to CIL, a small part [controlled by the Town Council] which could be used for community projects for example new signage for public rights of way and the second part held and controlled by Lichfield District Council which the Town Council could bid for [but has no control over].

Councillor Birch confirmed that he sits on the CIL Committee at Lichfield District Council.

Councillor Birch stated that a member of the public had approached him regarding changing public seating in parks and shopping precincts to social distancing benches.

The Town Clerk reminded Members that the Group would be trying to encourage representatives from established groups [partnership working] and not from individuals. Councillor R Place made reference to the Burntwood Action Group applying to be a representative on the Group and Councillor Birch confirmed that each application form would be judged on its merits [evidence put forward] and that all groups should be encouraged to apply for example school councils [young voice]. Councillor Banevicius made reference to Spark [a diverse group]. The Town Clerk confirmed that the Group needed members from the business community, environment and young people etc.

Councillor Birch asked if there was a timescale to contact the organisations and Councillor Flanagan said that an advert would need to be placed on the Town Council’s website [social media] and that it was up to all Town Councillors to speak to local groups and encourage applications. The Town Clerk confirmed that the advert would be placed on social media etc by early next week.

[The Meeting closed at 6.29 pm]

Signed .....

Date .....

Planning and Development Committee: Application for Consideration: 24 February 2021

	Application No.	Ward	Site	Proposal
(1)	21/00016/FULM	Chasetown	Mr N Sellman Former Site of Bridge Cross Garage Cannock Road Chase Terrace	Erection of 3 storey, 78 bed care home with associated car parking and access arrangements
(2)	21/00155/FUL	Highfield	Mr J Banevicius Land adjacent 24 Farewell Lane Burntwood	Erection of 2 five bedroom detached dwellings and associated works