

Our Ref: SL/JM

05 October 2022

To: All Members of the Planning and Development Committee

[Councillors Flanagan [Chair], Gittings [Vice-Chair], Banevicius, Birch, Bishop, Bullock, D Ennis, L Ennis, Ho, R Place and Willis-Croft]

Dear Councillor

PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee will meet on **Wednesday 12 October 2022 at 6:00 pm in the Board Room, Old Mining College Centre, Queen Street, Burntwood** to consider the following business.

Yours sincerely



Steve Lightfoot
Town Clerk

PUBLIC FORUM

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 13 September 2022 [Minute Nos. 25-29] [**ENCLOSURE NO. 1**].

4. INFORMATION FROM THE MINUTES

5. PLANNING APPLICATIONS

To consider the enclosed schedule of planning applications [**ENCLOSURE NO. 2**].

6. COMMUNITY INFRASTRUCTURE LEVY [CIL] APPLICATION – PLAY PARK EQUIPMENT

The Committee is asked to consider an application for Play Park Equipment at Burntwood Leisure Centre [**ENCLOSURE NO. 3**].

7. COMMUNITY INFRASTRUCTURE LEVY [CIL] APPLICATION – TOILET BLOCK

The Committee is asked to consider an application for a new toilet block at Chasetown Football Club [**ENCLOSURE NO. 4**].

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 Chair 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 Chair 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 Chair 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 Chair has the option to extend the time allowed to you if they think it is appropriate.

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 Chair know beforehand.

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD IN THE MEETING ROOM, BURNTWOOD LIBRARY, BRIDGE CROSS ROAD,
BURNTWOOD ON TUESDAY 13 SEPTEMBER 2022 COMMENCING AT 6.00 PM**

PRESENT

Councillor Flanagan [in the Chair]
Councillors Birch, Bullock, D Ennis, Gittings, and Willis-Croft

In attendance

Ms Minor, Deputy Clerk
Mrs Woodward

A minute's silence was held following the death of Her Majesty Queen Elizabeth II.

Following the minute's silence, Councillor Flanagan thanked attendees and explained that this meeting was taking place as planned, primarily as our residents expected us to provide responses on their behalf within the timeline dictated to.

PUBLIC FORUM

Mrs Woodward raised objections to planning application 22/00743/FUL – Abattoir, Eastgate Street [Demolition of two existing flats and erection of a refrigerated storage building, enclosure of offal yard and waste collection area and creation of parking area]. She stated that she had lived near to the site for over 40 years. Mrs Woodward believed that the proposal was completely inappropriate in a high-density residential area. She explained that local residents had suffered many forms of nuisance from the site for many years. In spite of commitments to address the problems, for example, the blood tank and offal collection. There was a commitment to address this specific problem by installing a roof/cover but this has become a form of "Trojan Horse" with plans to increase capacity and activity at the site now being included.

Mrs Woodward felt that the proposed refrigeration unit would have an adverse effect on the streetscene in spite of attempts to disguise it with false windows etc. Residents do not know or can have any absolute assurance about, additional potential noise nuisance from this unit.

Mrs Woodward explained that with an increase in activity and staff on the site, there would be an increase in the amount of traffic, including large HGVs, accessing the site. She said the roads are not suitable for these size vehicles.

Mrs Woodward stated that the company seems to have little regard for the sensitivities of residents regarding animal welfare issues and refrigerated vans are already seen on the street with doors open showing animal carcasses. Staff with blood-stained clothing are frequently to be seen on the street. She referred to the ethical veganism which was classified under law as a philosophical belief which is one of the nine protected characteristics listed under the Equality Act 2010.

Mrs Woodward referred to the curtilage of the premises which are constantly littered with smoking debris. The planting around the site is left unmaintained and strewn with litter.

Mrs Woodward also referred to the loss of affordable rented housing and stated that local planning applications have been refused on this basis alone in the past.

Finally, she explained that Chase Terrace Methodist Church in Princess Street had not been approached regarding parking and confirmed that it had ceased to be a place of worship on 31 August 2022.

25. APOLOGIES FOR ABSENCE

Councillors Banevicius, Brown [dispensation], L Ennis, Ho and R Place.

26. GENERAL DECLARATIONS OF INTERESTS AND DISPENSATIONS

The 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.

27. MINUTES

It was proposed by Councillor D Ennis and seconded by Councillor Birch and following a unanimous show of hands it was

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 16 August 2022 [Minute Nos. 19-24] be approved as a correct record.

28. INFORMATION FROM THE MINUTES

Councillor Flanagan referred to planning application 22/01077/FUH - 47 Morley Road [erection of first floor extension over existing garage] and explained that an amended application had been received. He explained that the amendment referred to the fact that the applicant had dropped the extension roof height and set back the frontage of the building. They are still applying for the same thing in principle. He stated that due to time restrictions that the same comment i.e. "No Objection" had been submitted to the Local Planning Authority.

29. PLANNING APPLICATIONS

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

(a)	22/00743/FUL	Chase Terrace	Mr K Edwards H P Westwood Limited Abattoir Eastgate Street Burntwood	Demolition of two existing flats and erection of a refrigerated storage building, enclosure of offal yard and waste collection area and creation of parking area
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STRONG OBJECTION. The proposal is contrary to the Burntwood Neighbourhood Plan, in that the expansion of the business is in an area not designated for business in the Plan. Loss of residential accommodation [affordable] is contrary to housing needs of

the district. Loss of amenity for local residents in that there will be increased heavy goods traffic in small streets as well as the potential for additional noise and increased smell.

[Members were informed that Councillor Norman had called in this application as a District Councillor for the Chase Terrace Ward].

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|-----|--------------|-------------|--|---|
| (b) | 22/01222/FUH | Gorstey Ley | Mr R Evans
34 Leam Drive
Burntwood | Erection of single storey double garage with stores |
|-----|--------------|-------------|--|---|

No objection.

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|-----|--------------|----------------------------|---|---|
| (c) | 22/01187/FUL | Summerfield and All Saints | Mr C Marchant
Colin Lee Opticians
6 Chase Road
Burntwood | Installation of 3 no. condenser units to the existing commercial property |
|-----|--------------|----------------------------|---|---|

No objection in principle however the Local Planning Authority should be mindful of the noise generated from the condenser units which may have an impact on local residents.

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|-----|--------------|-----------|---|--|
| (d) | 22/01164/COU | Highfield | Mr W Adams
222 Chorley Road
Burntwood | Change of use from garage to separate two-bedroom dwelling |
|-----|--------------|-----------|---|--|

OBJECTION. Over development in the Green Belt by virtue of increasing the housing density in the area.

Members asked if the Planning Officer could check the planning conditions relating to when the garage was initially erected and whether it was subject to the garage not being used, sold or let as a separate dwelling unit.

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|-----|--------------|----------------------------|---|----------------------------|
| (e) | 22/01253/FUH | Summerfield and All Saints | Mr Hines
2 Boney Hay Road
Burntwood | Erection of side extension |
|-----|--------------|----------------------------|---|----------------------------|

No objection.

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|-----|--------------|-----------------------|--|---|
| (f) | 22/01232/FUH | Boney Hay and Central | Mr M Bartram
2 Spinney Close
Burntwood | Erection of new 1.8m timber fence with concrete posts and gravel boards |
|-----|--------------|-----------------------|--|---|

No objection.

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|-----|--------------|-----------|---|--|
| (g) | 22/01262/FUL | Chasetown | Wm Morrison Supermarkets Ltd
Morrisons
Milestone Way
Burntwood | Erection of a car park valeting pod within existing car park |
|-----|--------------|-----------|---|--|

No objection.

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|---------------|---------------|-----------|--|--|
| (h) | 22/01263/ADV | Chasetown | Wm Morrison Supermarkets Ltd
Morrisons
Milestone Way
Burntwood | Installation of 8 no. fascia signs, 2 no. hoarding signs and 2 no. double sided banners |
| No objection. | | | | |
| (i) | 22/01225/FULM | Chasetown | LCP Properties Limited
Land to the West of Cannock Road and North of Robin Road
Burntwood Business Park Zone 3
Cannel Road
Burntwood | Erection of 4 industrial buildings consisting of 3 buildings containing 9 units [3,305 sqm total] class B8 with ancillary offices, trade counters and showroom; and 1 detached building [1,450 sqm] class B8/B2 with access and associated service yard, car parking and landscaping |
| No objection. | | | | |

[The Meeting closed at 6:42 pm]

Signed

Date

**Planning and Development Committee: Applications for Consideration:
12 October 2022**

	Application No.	Ward	Site	Proposal
(1)	22/01307/FUH	Chase Terrace	Mr C Eastup 60 Cannock Road Chase Terrace	Erection of single storey rear and first floor side extension over existing garage
(2)	22/00588/FUL	Chasetown	Midland Heart Uxbridge Court High Street Chasetown	Replacement of windows, doors and associated works
(3)	22/01324/DEM	Summerfield and All Saints	Mr A Sandhu Former Fulfen Practice Burntwood Health Centre Hudson Drive Burntwood	Prior Notification: Demolition of former health centre building
(4)	22/00991/FUH	Highfield	Mr J Garvey Edial Farm Lichfield Road Burntwood	Widening of existing access
(5)	22/01378/FUH	Summerfield and All Saints	Mr K Bailey 7 Summerfield Road Burntwood	Erection of two storey side extension to form bedrooms, kitchen and dining room
(6)	22/01178/FUL	Highfield	Mr C Woodward 5 Ashmole Avenue Burntwood	Erection of new two storey three-bedroom detached dwelling
(7)	22/01399/FUH	Gorstey Ley	Mr T Pugh 3 Canterbury Drive Burntwood	Erection of replacement roof including existing conservatory, installation of 1 no. roof light and solar panels, erection of front porch canopy, change of material on entrance wall and internal alterations
(8)	22/01374/FUL	Highfield	Mr N and Mr A Tully The Drill Inn 33 Springle Styche Lane Burntwood	Retention of hard standing, outdoor kitchen and engineering operations and retention of a marquee extension, 4 no. outdoor dining cabins, shipping container and trailer bar for a temporary period of 2 years

	Application No.	Ward	Site	Proposal
(9)	22/01434/FUH	Chase Terrace	Mr K Adams 164 Cannock Road Chase Terrace	Proposed first floor extension

Community Infrastructure Levy Community Fund Application Form

Organisation and Project Proposal Details

Project name	Burntwood Leisure Centre Play Park
Details of key person of contact	Sarah Sleigh
Name of organisation	Lichfield District Council
Describe your organisation's main purpose and regular activities	Local Authority, Leisure Services. Supporting the local community to be healthy and active.
Brief description of the project, including the geographical area it covers	The project is to replace the existing play park equipment which is situated on the grounds of Burntwood Leisure Centre, High Street, Chasetown. The current equipment is over 20 year's old and at the end of its usable life, it's currently closed off for public use. The climbing and slide unit is in bad need of repair, and parts needed are now obsolete due to the age of the equipment. The leisure centre is in the ward of Chasetown and the play park is the only accessible facility within this ward.
What is the legal status of your organisation?	Local Authority

Evidence of Need

Please indicate how the evidence of need for this project has been gathered. Include details of any research that you have carried out of strategies/plans which identify this project as a priority.	The play equipment is checked weekly by a qualified RoSPA member of staff. Over the last 12 months several parts have been showing signs of deterioration which have now got to a point where the equipment is unsafe to use and has been cordoned off. Meaning it is no longer open to the public. Fit for purpose play parks provide the opportunity for children to play together in a safe outdoor environment, whilst being active and learning fundamental physical literacy skills. The play park is located right outside the leisure centre and serves many young
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	people every day when it is open, it is very well used and helps to contribute towards the children's daily physical activity goals. In 2029/20 only 42% (England average of 45%) of young people in Lichfield District were identified as meeting the governments guidelines of being active for an average of 60+ minutes a day. (Sport England Active Lives survey). The Sport England's strategy -Uniting the movement identified that positive experiences at an early age helps to build the foundations for and active life.
What evidence do you have that local people support your project?	The Leisure Centre and Council have received a large amount of complaints regarding the closure of the play park equipment. There has also been some negative press on social media. Many of these comments wanted to see new replacement equipment installed.
How does the project contribute to the delivery of the Burntwood Neighbourhood Plan? The Plan can be found at www.burntwood-tc.gov.uk	The project contributes to - Objective 7 – To retain and improve the provision of community, leisure and recreation facilities. Policy B9 – Protecting and Enhancing Local Sport and Recreation Facilities. By replacing the play park equipment at Burntwood Leisure Centre this will not only improve the facility but protect the facility for many future years.
Explain how your project meets the following elements	
Explain the existing problem, issue or need that the project addresses.	The current equipment on the play park is over 20 years old and at the end of its usable life. Part's for the equipment are now obsolete and cannot be sourced. The play park has always been popular not only with leisure centre users but also the local community.
To what extent does the project resolve the issue?	The project is to replace all the existing equipment with units made from the latest high-quality materials. Including panels that have been made from 100% recycled materials. This will include a new climbing frame unit with slides, a swing and a seesaw. This will ensure the play park is not only improved by will be available to use for many future years.
Who are the likely beneficiaries of the project?	The Play Parks is aimed at families with young children who are not only users of the leisure centre, but also live in the local community. The leisure centre has approximately 2,000 visits a week from young children participating in swimming lessons, sports clubs' activities and dance.
What evidence do you have of consultation with the community or stakeholder for this project?	Freedom leisure who currently manage the facility on behalf of the council have received lots of complaints regarding the closure of the play park. Comments have also been made to Burntwood Town Council and Lichfield District Council. Many residents have expressed their desire to have the play park improved.
Would the project lead to any income generation?	No, this a free facility for the local community to use.
What measures do you intend to put in place to ensure your project reaches a successful completion?	The project will be project managed by an officer from Lichfield District Council with support of the procurement team to ensure all contractual and financial procedures are followed.
Evidence of stakeholder support	
If the project is highways or education related do you have a letter of support from the relevant SCC department? (please attach a copy of the letter to this application form)	Not Applicable

Please provide details of support for the project from other stakeholders or organisations	The Project has been supported by Cllr Susan Woodward and Cllr Darren Ennis. Freedom Leisure are also very supportive of the project.
Finance, Deliverability and Current funding for the Project	
Total cost of project	£29,389.07
Please provide quotations obtained in respect of the work(s)	Quotation Attached
Is there any funding committed to the project by applying organisation	NO
Details of other match funding secured (amount and organisation providing funds)	Yes - Freedom Leisure £2,500 106 contributions £22,095.77
Amount of CIL funding requested	£5,000
Please indicate the approximate start and finish dates of the project. (must be deliverable within 3-5 years of application)	Lead time on the equipment is 8-10 weeks if we are successful with this funding application, we will be able to issue a contract and order the equipment. We have been advised by the contractor that the park would take 4-5 working days to install.
Constraints and Risk	
Please indicate which constraints (if any) apply to your project - Physical and environmental impacts e.g. flood risk, contamination biodiversity, noise etc. - Approvals of necessary consents e.g. planning permissions - Ownership, acquisition or compulsory purchase order issues - Partnership and governance issues - Dependency on other projects going ahead	
Please provide further information about any constraints identified or detail any constraints not listed.	• Bad weather could delay the installation • Delays on funding approval would mean that the current quotation could expire.
Please explain to what extent the constraints identified can be overcome.	• To work closely with contractors • To ensure all relevant information and approvals is provided promptly

Declaration

When you have completed the Expression of Interest, please sign the declaration below.

To the best of my knowledge the information I have provided on this application form is correct.

Signed Sarah Sleigh

Position in Organisation : Health and Wellbeing Development Manager

Date 15/09/22

Please return this form to steve.lightfoot@burntwood-tc.gov.uk

To be completed by Burntwood Town Council Staff

Risk	Management
Risk: Financial, raising sufficient funds within the time frame	With contributions from s106 funds and Freedom Leisure secured, the request is for 17% of the total project costs. The financial risks are minimal
Risk: Delivery	LDC will lead on this project, and the lead time for delivery, expected to be up to 12 weeks will be monitored closely by BTC members
Risk: Reputational	Although the equipment is not owned or managed by BTC, the council can get tagged by dissatisfied residents. A proportionate contribution would allow the council to rectify this.
Risk: Other	None identified.

Community Infrastructure Levy Community Fund Application Form

Organisation and Project Proposal Details

Project name	Toilet Block Ladies, Disabled with baby change facilities
Details of key person of contact	Steve Jones – 07812 971300 chairman@chasetownfc.co.uk
Name of organisation	Chasetown Football Club
Describe your organisation's main purpose and regular activities	Sports & Social Club
Brief description of the project, including the geographical area it covers	Chasetown FC are in desperate need for a new toilet block to provide suitable facilities for ladies, ladies with toddlers and disabled facilities. As our attendance grow and we cater for more women and community groups, our poor infrastructure is highlighted. As one example, we have recently taken on the 'Toddle Waddle' group for mothers and toddlers to meet once a week, in a warm and friendly environment. However, we have no suitable area to accommodate baby change facilities and a new toilet block with disabled facilities and baby change facilities is now required.
What is the legal status of your organisation?	Chasetown FC (2021) Limited is Limited by Guarantee
Evidence of Need	

Please indicate how the evidence of need for this project has been gathered. Include details of any research that you have carried out of strategies/plans which identify this project as a priority.	Our evidence is clear for all to see and I will attach photographs of our current dilapidated and non compliant ladies and disabled facilities.
What evidence do you have that local people support your project?	We would have the full support of everyone who attends matches, functions or community group meetings.
How does the project contribute to the delivery of the Burntwood Neighbourhood Plan? The Plan can be found at www.burntwood-tc.gov.uk	Our project will improve infrastructure and in so doing, will provide better and increased facilities for our growing community in line with the Councils Neighbourhood Plan commitment.
Explain how your project meets the following elements	
Explain the existing problem, issue or need that the project addresses.	Our problem exists due to old and non compliant facilities. We welcome and embrace more women and disabled spectators and visitors to the club and we now need to improve our facilities to accommodate. New facilities will provide ladies, disabled, elderly, vulnerable, mothers and toddlers a safe and comfortable area.
To what extent does the project resolve the issue?	The project resolves the issue due to the current facilities being in a poor state of repair.
Who are the likely beneficiaries of the project?	Disabled, women, elderly, vulnerable and mothers with babies and toddlers
What evidence do you have of consultation with the community or stakeholder for this project?	Chasetown FC have heard moans and groans from its supporters and attendees from numerous functions.
Would the project lead to any income generation?	No further income will be generated but the scheme will enhance the experience of all who attend the football club. Chasetown FC has an 'All In' policy and we must now provide facilities for every member of our community.
What measures do you intend to put in place to ensure your project reaches a successful completion?	Our project will reach a successful completion as the contractor who will be appointed to undertake the works will have a track record and reputation for doing so.
Evidence of stakeholder support	
If the project is highways or education related do you have a letter of support from the relevant SCC department? (please attach a copy of the letter to this application form)	None obtained (so far)
Please provide details of support for the project from other stakeholders or organisations	Specialist Community groups – including but not limited to; Bright Beginnings Toddle Waddle Fun Club Hub Spark / Burntwood Be a Friend (Mental Health Men's Walkers)

Finance, Deliverability and Current funding for the Project	
Total cost of project	£24k
Please provide quotations obtained in respect of the work(s)	To follow
Is there any funding committed to the project by applying organisation	Chasetown Football Club has committed £2k to the project. Chasetown Supporters Club has committed £2K to the project
Details of other match funding secured (amount and organisation providing funds)	Local businesses have been approached and we have secured approximately £5k from numerous local organisations to date.
Amount of CIL funding requested	£16k
Please indicate the approximate start and finish dates of the project. (must be deliverable within 3-5 years of application)	Delivery is 8 weeks from receipt of order
Constraints and Risk Please indicate which constraints (if any) apply to your project - Physical and environmental impacts e.g. flood risk, contamination biodiversity, noise etc. - Approvals of necessary consents e.g. planning permissions - Ownership, acquisition or compulsory purchase order issues - Partnership and governance issues - Dependency on other projects going ahead	
Please provide further information about any constraints identified or detail any constraints not listed.	Our only constraint for this project is funding. Chasetown FC and its stakeholders are already financially committed to other projects to enhance facilities and the overall experience to all our visitors, so funding from CIV is crucial to our plans.
Please explain to what extent the constraints identified can be overcome.	Should CIV monies not be available, then further funding will be required to enable the scheme to be completed.

Declaration

When you have completed the Expression of Interest, please sign the declaration below.

To the best of my knowledge the information I have provided on this application form is correct. Signed Steve Jones Position in Organisation : Chairman Date 16/09/2022
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Please return this form to steve.lightfoot@burntwood-tc.gov.uk

To be completed by Burntwood Town Council Staff

Risk	Management
Risk: Financial, raising sufficient funds within the time frame	The Club enjoys significant support from residents and local business who are contributing. The request is for 64% of the total required.
Risk: Delivery	The Club has a solid track record in deliver of this kind of infrastructure project.
Risk: Reputational	This is an opportunity to enhance partnership working with the Club and their partners who include Fun Club and Spark. BTC can help make a vital and popular community facility more accessible.
Risk: Other	None identified.