

Our Ref: SL/JM

07 June 2022

To: All Members of the Planning and Development Committee

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

Dear Councillor

PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee will meet on **Tuesday 14 June 2022 at 6:00 pm in the Community Room, Chasetown Methodist Church, Lawnswood Avenue, 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 12 May 2022 [Minute Nos. 1-7] [**ENCLOSURE NO. 1**].

4. INFORMATION FROM THE MINUTES

5. PLANNING APPLICATIONS

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

6. TERMS OF REFERENCE FOR THE PLANNING AND DEVELOPMENT COMMITTEE

The Committee is asked to review the Terms of Reference [**ENCLOSURE NO. 3**].

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 AT ST JOHN'S COMMUNITY CHURCH, HIGH STREET, CHASE TERRACE ON
THURSDAY 12 MAY 2022 COMMENCING AT 6.00 PM**

PRESENT

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

In attendance

Ms Minor, Deputy Clerk
Two members of the public

PUBLIC FORUM

No questions were raised by members of the public.

Councillor Flanagan thanked Councillor Birch for the sterling job he had done chairing the Planning and Development Committee meetings over the last few years. He confirmed that Councillor Birch had kindly offered to help and provide assistance in the future as he had good knowledge of planning law.

1. APOLOGIES FOR ABSENCE

Councillors Brown [dispensation], Bullock, Ho and Tapper.

2. GENERAL DECLARATIONS OF INTERESTS AND DISPENSATIONS

Councillor Flanagan declared an interest in planning application 22/00479/FUH – 35 Morley Road as the applicant is known to him and took no part in the proceedings thereon.

Councillor L Ennis declared an interest in planning application 22/00479/FUH – 35 Morley Road as the applicant is known to her and took no part in the proceedings thereon.

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.

3. MINUTES

Councillor Flanagan confirmed that the Minutes had been approved at the Town Council meeting held on 11 May 2022.

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

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 13 April 2022 [Minute Nos. 47-52] be approved as a correct record.

4. INFORMATION FROM THE MINUTES

Councillor Flanagan referred Members to planning application 21/01887/FUH – Green Lane Farm, Green Lane, Burntwood [retention of two storey extension to rear] and confirmed that following refusal by Lichfield District Council, as Local Planning Authority, an appeal had been made to the Planning Inspectorate. The appeal is to be decided in accordance with the fast-track appeal system, using only the original documentation sent to the Local Planning Authority.

5. PLANNING APPLICATIONS

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

- | | | | | |
|-----|--------------|---------------------|--|--|
| (a) | 22/00538/COU | Boney Hay & Central | Thatchmoor Investments Ltd
97 Rugeley Road
Chase Terrace | Change of use from small HMO [Use Class C4] to a large HMO [Sui Generis] |
|-----|--------------|---------------------|--|--|

No objection.

- | | | | | |
|-----|--------------|--------------------------|---|---|
| (b) | 22/00537/FUL | Summerfield & All Saints | K Smart
107 Springhill Road
Burntwood | Erection of 3 no. three bedroom dwellinghouses and associated works |
|-----|--------------|--------------------------|---|---|

STRONG OBJECTION due to the significant changes to the street scene, overcrowding of the buildings in an otherwise relatively open residential area as a result of the significant increase in the density of the dwellings. This will also impact on the amenity of the neighbours due to overlooking and loss of privacy.

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|-----|--------------|--|---|---|
| (c) | 22/00459/FUL | | Aldi Stores Limited
Bridge Cross Road
Burntwood | Erection of CO2 refrigeration plant to replace existing refrigeration plant |
|-----|--------------|--|---|---|

No objection.

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|-----|--------------|---------------------|---|-------------------------------|
| (d) | 22/00479/FUH | Boney Hay & Central | Mr M Gretton
35 Morley Road
Burntwood | Erection of log cabin to rear |
|-----|--------------|---------------------|---|-------------------------------|

No objection.

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|-----|--------------|---------------|---|--|
| (e) | 22/00604/FUL | Chase Terrace | Mr J Beddow
68 Cannock Road
Chase Terrace | Variation of condition 3 [external materials] of 22/00113/FUH regarding rendering of the entire house and new garage |
|-----|--------------|---------------|---|--|

No objection.

- | | | | | |
|---------------|--------------|------------------|---|--|
| (f) | 22/00637/FUH | Chasetown | Mr K Owen
67 Willett Avenue
Burntwood | Erection of first floor
side extension |
| No objection. | | | | |
| (g) | 22/00640/FUL | Chase
Terrace | Mrs S Hill
45 Thorpe Street
Burntwood | Demolition of the
existing bungalow
and the erection of a
replacement
dwelling |
| No objection. | | | | |

6. COMMUNITY INFRASTRUCTURE LEVY [CIL] APPLICATION – CYCLE RACKS

Members considered in depth an application from Councillor Bullock on behalf of Burntwood Town Council in respect of Project 006 - Cycle Racks. It was hoped that the cycle racks would promote the better Burntwood image and be painted in the Town Council's 'green' colour and include our logo.

Councillor Birch stated that we needed to clarify with the Lichfield District Council that there is no requirement for planning permission. Members were informed that the Deputy Clerk had already contacted the District Council and was awaiting a response. Councillor D Ennis confirmed that as a District Councillor, he would chase up the matter and report back. He thought that it would depend on the size of the cycle racks whether planning permission was needed or not.

Councillor Birch suggested a meeting with the local police to ascertain the best locations for the bike racks [e.g. in front of CCTV points, well visible]. Councillor D Ennis confirmed that he had arranged a meeting with a PCSO in the near future to discuss the best locations for the cycle racks [off the public highway].

Councillor R Place said that he agreed in principle to the cycle racks, however, he asked whether a public consultation had taken place asking whether or not members of the public wanted them. Councillor Birch confirmed that the project had been discussed at the Planning Advisory Group [that Group includes representatives from organisations in the local community] and it had also been raised by the public in Councillors Surgeries. The cycle racks would create a sustainable town and their presence would generate use.

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

RESOLVED That the application for Cycle Racks in the sum of £2,520 [from the Community Infrastructure Levy Fund] be approved.

7. COMMUNITY INFRASTRUCTURE LEVY [CIL] APPLICATION – BURNTWOOD HERITAGE TRAIL

Members considered in depth an application from Ms Williams on behalf of Friends of Burntwood Library in respect of Project 007 – Burntwood Heritage Trail. Councillor Birch explained that there was currently a heritage trail but this had fallen into disrepair. He supported the project which would reinvigorate the trail, focus on the town's heritage and increase health and wellbeing. However, he felt that the current

wording on the plaques was too small to read and the plaques on for example sides of houses needed to be more accessible/inclusive.

Councillor D Ennis explained that some of the plaques are missing and explained the concept of the project. He stated that the three historic heritage trail books were no longer available and the proposal would be to firstly produce a modernised heritage trail book with user-friendly maps that would be more suitable for all age ranges. Second on the list would be to replace missing plaques if possible and adding others as appropriate with more durable and time friendly Perspex signs/plaques rather than metal signs and thirdly, to research creating electronic versions of the book, using QR codes nearby sites linking to virtual trail/maps.

Councillor R Place queried the quality of the plaques and said that he would prefer to see a good quality metal one [cast iron] on someone's private property. He also queried whether the £5,000 would be adequate or would the Committee be asked to consider another CIL application further along the line. Councillor D Ennis confirmed that the Committee will not be expected to consider another application for funding for this project.

Councillor R Place also referred to the area of Hammerwich and their heritage and asked if Hammerwich could be included in the project. Councillor Birch pointed out that the CIL funding could only be used for project within the Parish of Burntwood and Hammerwich Parish Council would have their own pot of CIL monies.

Councillor Birch asked if local companies could be approached to perhaps sponsor the plaques and if the plaques could include the Town Council's logo in the bottom left corner.

Councillor D Ennis stated that he was also looking at funding from other sources [e.g. Lichfield District Council].

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

RESOLVED That the application for a Burntwood Heritage Trail in the sum of £5,000 [from the Community Infrastructure Levy Fund] be approved.

[The Meeting closed 6.49 at pm]

Signed

Date

**Planning and Development Committee: Applications for Consideration:
14 June 2022**

	Application No.	Ward	Site	Proposal
(1)	22/00717/FUH	Gorstey Ley	Mrs J Roberts 52 Church Road Burntwood	Erection of two storey side and rear extension and single storey rear extension
(2)	22/00761/FUH	Hunslet	Mr A Thorpe Avalon Bramble Lane Burntwood	Erection of two storey extension to facilitate single dwelling from 2 no. detached dwellings
(3)	22/00681/OUT	Summerfield and All Saints	Mr P Fisher Land adjacent to 18 Summerfield Road Burntwood	Outline application for the erection of 3 no. two bedroom houses
(4)	22/00658/FULM	Chasetown	Bromford Housing Association Land at Maple Close & Sycamore Road	Erection of 54 dwellings and associated landscaping, parking and access
(5)	22/00801/FUH	Boney Hay and Central	Mrs K Birks 30 Deerfold Crescent Burntwood	Erection of single storey extension to front and rear and replacement pitched roofs to existing first floor dormers
(6)	22/00826/FUH	Chase Terrace	Mr and Mrs Derby 2A Kingsdown Road Burntwood	First floor rear extension to form bedroom with en suit
(7)	22/00657/FUH	Hunslet	Mr D Tunnicliff 9 Wilkinson Close Burntwood	Erection of first floor side extension

Planning and Development Committee

Terms of Reference

Composition: 12 Elected Members

Purpose

To consider and make recommendations in respect of all planning and environmental issues relating to the parish and surrounding area.

Responsibilities

1. To make representations to the Local Planning Authority on any planning application referred to the Town Council and on any other planning or environmental issue that impacts on the parish or the surrounding area.
2. To consider and make recommendations to the Town Council on any development plan or strategy relating to the parish or the surrounding area.
3. To liaise, where appropriate, with any potential developer, agency or interest group.
4. To make representations in respect of appeals and enforcement actions.
4. To monitor and review the Neighbourhood Plan.
5. To make recommendations to the Local Highway Authority on any matters relating to the public highway or any other access issues that will impact on the parish and surrounding area.
6. To make recommendations to the Public Transport Authority or any other Agency on matters relating to public and community transport that will impact on the parish and surrounding area.

Governance

1. The Committee will make decisions by majority vote. In the event of a tie the Chair will have a casting vote. The quorum for the meeting is one third of the voting members (3).
2. The Committee Chair and Vice-Chair to be elected at the Annual Town Council meeting in May annually.
3. The Committee should meet at least four per year.
4. The Committee will report to the Full Council.
5. The Committee is authorised to incur expenditure on behalf of the Town Council (where provision has already been provided within the revenue budget) on matters connected to its planning and environmental responsibilities.
6. The Town Clerk is authorised to take the appropriate action(s) to implement the decision(s) made by the Committee.