



The Old Mining College
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Our Ref: SL/JM

11 January 2022

To: All Members of the Planning and Development Committee

[Councillors Birch [Chair], Gittings [Vice-Chair], Brown, Bullock, D Ennis, Flanagan, M Place, R Place, Taylor and Willis-Croft]

Dear Councillor

PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee will meet on **Tuesday 18 January 2022 at 6:00 pm in the Meeting Room, Burntwood Library, Bridge Cross Road, 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 08 December 2021 [Minute Nos. 26-30] [**ENCLOSURE NO. 1**].

4. INFORMATION FROM THE MINUTES

5. PLANNING APPLICATIONS

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

6. PLANNING ADVISORY GROUP

To approve as a correct record the Minutes of the Planning Advisory Group Meeting held on 24 November 2021 [Minute Nos 1-5] [**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 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.

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.

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD IN THE MEETING ROOM, BURNTWOOD LIBRARY, BRIDGE CROSS ROAD,
BURNTWOOD ON WEDNESDAY 08 DECEMBER 2021 COMMENCING AT 6.00 PM**

PRESENT

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

In attendance

Ms Minor, Deputy Clerk
One member of the public

PUBLIC FORUM

No questions were raised by members of the public.

26. APOLOGIES FOR ABSENCE

Councillors Brown [dispensation], Bullock, D Ennis and M Place.

27. 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.

28. MINUTES

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

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 23 November 2021 [Minute Nos. 21-25] be approved as a correct record.

29. INFORMATION FROM THE MINUTES

There was no information arising from the minutes.

30. PLANNING APPLICATIONS

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

- | | | | | |
|-----|---------------|-------------------------------|---|--|
| (a) | 21/01862/FUL | | Mr K Hutcheson
1 Newlands Court
Attwood Road
Burntwood | Change of use of first floor
office accommodation
[Class E] to training [Class F1]
and change of use of land
to the south of 1 Newlands
Court to training and a new
access from Attwood Road |
| | No objection. | | | |
| (b) | 21/01889/FUL | Chasetown | Mr D Mellors
142 High Street
Chasetown | Erection of a single storey
rear extension to form toilet
area |
| | No objection. | | | |
| (c) | 21/01939/DEM | Summerfield
and All Saints | Bromford
Garages rear of
Norton Lane
Burntwood | Prior Notification: Demolition
of 10 no. brick-built garages
with asbestos roofs |
| | No objection. | | | |
| (d) | 21/01986/FUH | Highfield | Mr M Drayton
7 Nightingale Walk
Burntwood | Demolition of rear
conservatory and erection
of rear extension |
| | No objection. | | | |
| (e) | 21/01970/FUH | Chase
Terrace | Ms J Overton
58 High Street
Chase Terrace | Retention of a sunroom side
extension |
| | No objection. | | | |

[The Meeting closed at 6.06 pm]

Signed

Date

Planning and Development Committee: Applications for Consideration:
18 January 2022

	Application No.	Ward	Site	Proposal
(1)	21/01992/FULM		Mr N Jones Charter Automotive Unit 9, Zone 1 Attwood Road Burntwood Business Park Burntwood	Erection of warehouse and external alterations to carpark of unit 9
(2)	21/02022/FUH	Chase Terrace	Mr & Mrs Peace 43 Water Street Burntwood	Erection of single storey rear extensions
(3)	21/01977/FUL	Chase Terrace	R Murrell 24 Holly Grove Lane Burntwood	Erection of a two bedroom detached dwelling
(4)	21/02031/FUL		Morrisons Milestone Way Burntwood	Erection of car collection point pod
(5)	21/02032/ADV		Morrisons Milestone Way Burntwood	Installation of 4 no. non-illuminated fascia signs and 4 no. hoardings
(6)	21/02061/FUH	Chase Terrace	Mr C Port 12 Princess Close Burntwood	Demolition of existing conservatory, erection of replacement single storey rear extension and first floor front extension
(7)	21/02037/FUL		Mr N Jones Charter Automotive Unit 9, Zone 1 Attwood Road Burntwood Business Park Burntwood	Proposed alterations to existing unit 9 including external bunded tank farms and a sprinkler tank
(8)	21/02096/FUH	Summerfield and All Saints	Mr R Heap 6 Fairford Gardens Burntwood	Erection of ground floor front, side and rear extensions
(9)	22/00013/HSC		Autosmart International Ltd Unit 9, Zone 1 Attwood Road Burntwood Business Park Burntwood	Hazardous Substances Consent: Storage of 70 Tonnes Petroleum Products and 35 Tonnes Methanol and a small inventory of other substances (e.g. screen wash)

**NOTES OF THE MEETING OF THE PLANNING ADVISORY GROUP
HELD IN THE MAIN HALL, BURNTWOOD MEMORIAL INSTITUTE, RUGELEY ROAD,
BURNTWOOD HELD ON WEDNESDAY 24 NOVEMBER 2021 COMMENCING AT 6.00 PM**

PRESENT

Councillor Westwood [in the Chair]
Councillors Bullock, Flanagan, Norman and R Place

Julie Poppleton, Susan Oldacre, Stephanie Edwards, Susan Williams [from 6.22pm]

In attendance

Ms J Minor, Deputy Clerk
Councillor D Ennis
Tony Goodman
Jayden Stokes [Chase Terrace Academy]
Elan Taylor [Chase Terrace Academy]
Amy-Louise Beddows [Chase Terrace Academy]
Harry Leyshon [Chase Terrace Academy]

Councillor Westwood welcomed everyone to the first face to face meeting of the Planning Advisory Group.

PUBLIC FORUM

There were no questions raised by the public.

1. APOLOGIES FOR ABSENCE

Mr Whitehead.

2. NOTES OF THE PREVIOUS MEETING

Following a unanimous show of hands it was

RESOLVED That the Notes of the Planning Advisory Group held on 23 July 2021 [Minute Nos. 1-6] be approved as a correct record.

3. PROPOSED FOOTPATH AND CYCLEWAY PLANNED FOR MILESTONE WAY

The Group were informed that the Town Council had been consulted by Staffordshire County Council regarding the proposed improvements to National Cycle Network Route 5 that runs through Burntwood. The proposal consists of converting an existing grass verge to a shared use footway/cycleway; converting an existing puffin signalised crossing to a toucan crossing; widening of pedestrian central islands; the installation of reflective bollards, new signs and road markings.

Councillor Bullock asked how the proposed footpath and cycleway planned would fit into the broader scope for Milestone Way as it seemed such a short section [broken sections, disjointed].

Councillor Norman felt that no doubt the proposal considered the safety of both bikes and pedestrians.

Councillor Flanagan felt that this was a great idea and followed the route of the traffic.

Councillor Westwood suspended Standing Orders at 6.06 pm to allow members of the public to speak

Representatives from Chase Terrace Academy felt that the existing footpath from Cannock Road leading up to the school was already wide enough to allow safe use by both bikes and pedestrians, however, the proposed footpath and cycleway would encourage more children off the new estates [off Milestone Way] to ride their bikes to school.

Mr Goodman felt that the proposed crossing would improve safety and Councillor D Ennis explained that the proposed footpath and cycleway was a good idea however attention needed to be given to the overgrown hedges.

Councillor Westwood resumed Standing Orders at 6.09 pm

Councillor Westwood felt that the proposal would go towards the goal of linking up the area with Chasewater and the shopping centre.

4. CIL PROPOSALS

Councillor Westwood explained that the Town Council's Leadership Team had discussed the list of proposals for CIL funding and a priority list had been produced however Councillor Westwood pointed out that the list could be added to at any time.

Councillor Norman stated that he could see nothing wrong with the play equipment at the Leisure Centre [CIL-001] however the safety surface could be replaced. Councillor Westwood explained that the play equipment had been the same for some two decades and the climbing frame was in need to repair.

Councillor Norman referred to bus stops being provided with electronic displays which indicated the time of arrival of buses [CIL-002] and felt that maybe the displays were not needed at all bus stops but the most popular [e.g. Swan Island and Sankey's Corner]. He explained that the bus station located in Lichfield City was in a conservation area which did not allow for electronic displays.

Councillor Norman referred to cycle racks [CIL-006] and felt that we could not say yes to a new proposed cycleway and not encourage cycle racks.

Councillor Norman referred to an identity for Burntwood when referring to the heritage trail [CIL-007].

Councillor Westwood referred to a bike store [CIL-008] when referring to save storage of bikes.

Councillor Norman mentioned litter bins and said that this was being pursued by Lichfield District Council.

Councillor Westwood referred to Minute No. 2 – Community Infrastructure Levy Priorities Update and in particular Scheme 7 Bus Timetable Display Devices and advised that the Town Clerk had stated that he had found it impossible to get passenger numbers/data from the bus companies. However, Councillor Westwood felt that the data was imperative in order to move this matter forward and confirmed that he would be emailing the Town Clerk on this matter.

Councillor Westwood referred to outdoor gyms [CIL-005] and explained that Lichfield District Council had installed some outdoor gym equipment in some of the parks in Burntwood a few years ago.

Councillor Westwood referred to the heritage trail [CIL-007] and explained that this referred to the blue plaques around the town which could be re-ramped and better publicity could be provided etc.

Councillor Westwood stated that the environment proposals could be included within the Town Council's Environment Plan.

Councillor Flanagan referred to the bus stops and stated that he could not believe that the bus companies could not provide the data.

Councillor Flanagan referred to the bike store and stated that there was one at Cannock Train Station that he had used previously however it quite frequently got broken into and he felt that cycle racks would be ample for short stays.

Councillor R Place stated that with regard to passenger data it was a shame that we could not ask the driver and he felt that cycle racks could be introduced as these were relevantly small cost.

Mrs Edwards referred to the community garden and asked where this is to be located. Mrs Oldacre [representing MHA Communities] informed the Group that a sensory garden was being discussed and would be located at the Old Mining College. Mrs Edward referred to Burntwood Be A Friend and suggested that perhaps links could be made with them to avoid duplication. She also referred to the heritage trail and stated that there was already two groups set up and an action plan was needed to again avoid duplication.

Councillor Norman explained that CIL funding was ongoing due to new housing estates being development etc.

With regard to taking the lead, Mrs Williams stated that she would like to take on CIL-007 – heritage trail and Councillor Bullock stated that he would take the lead with regard to CIL-006 – cycle racks and CIL-008 – bike store.

Mrs Poppleton referred to Chase Terrace Academy's steering group which included pupils aged 11 to 18 and explained that they could discuss the idea of a garden and cycle racks. She also stated that she could reach out to other schools/organisations e.g. EDA, primary schools, Fun Club. Councillor Westwood stated that this was a real opportunity for the students to put forward their ideas.

Mrs Oldacre referred to CIL-002 - sensory garden and stated that the lead on this was the Town Council. However, the Deputy Clerk confirmed that the Town Council are making the land available but the project is an MHA one.

5. CIL APPLICATION FORM

Councillor Westwood felt that the form needed to be easy to complete/use and confirmed that the completed forms would come back to the Group for consideration.

Councillor Bullock referred to the section on Finance, Deliverability and Current Funding for the Project and suggested that the Total Cost of Project needed to include quotations obtained.

Councillor Norman felt that the applicant needed to fill in what they could as the Group during consideration of the application could always ask for further information. He felt that some guidance was needed.

Councillor R Place also felt that an explanation was needed i.e. How does the project contribute to the delivery of the Burntwood Neighbourhood Plan? Perhaps a link to where to find the Plan would be useful.

Councillor Flanagan stated that it was tremendous to see young people from Burntwood watching and participating in the meeting.

Councillor Westwood reiterated that if anyone had any further ideas, they could email him and they could be added to the CIL list.

Councillor R Place referred to Minute No. 6 [23 July 2021] - public forum and in particular the installation of solar powered speed indication devices in Hammerwich and confirmed that there was now four in place. He asked if this matter could perhaps again be discussed at a future Group meeting.

Councillor Westwood referred to Minute No. 58 [10 August 2021] Town Council Minutes where it had been **RESOLVED** That the Town Council, based on the current information available, does not support reinstatement of the SIDs; that the Town Council need to base any decision to reinstate [e.g., via a current proposal for a CIL grant] on further evidence, including evidence of their effectiveness; that at a future point if SIDs are reinstated, local Members will have input on where such devices are sited; that the Town Council refer the matter to Burntwood's County Councillors with a request to monitor any new information on speeding in Burntwood and its impact and report back; that the Town Council lobby the Safer Roads Partnership and OPFCC on the need for enforcement; and that further information will be sought including on the possible retrofitting of solar panels to the current SIDs and the possibility of improving and increasing signage.

Councillor Westwood stated that this was now an issue for the Town Council and not the Group.

[The Meeting closed at 6.44 pm]

Signed

Date