



BONEY HAY
BURNTWOOD
CHASE TERRACE
CHASETOWN

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Our Ref: GH/JM

04 September 2019

To: All Members of the Planning and Development Committee
[Councillors Birch [Chairman], Gittings [Vice-Chairman], Brown, Denton, Darren Ennis, Flanagan, Loughbrough Heron, Place, Taylor and Willis-Croft]

Dear Councillor

PLANNING AND DEVELOPMENT COMMITTEE

The Planning Committee will meet in the **Ron Bradbury Room, The Old Mining College Centre, Queen Street, Chasetown, Burntwood** on **Wednesday 11 September 2019 at 6:00 pm** to consider the following business.

Plans will be available for inspection at the Town Council's office during normal office hours and will be on display at the Old Mining College Centre on the day of the meeting.

Yours sincerely

Graham Hunt
Town Clerk

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.

PUBLIC PARTICIPATION (STANDING ORDER 1(E))

Members of the public are permitted to make representations, ask questions and give evidence in respect of any item of business included on the following Planning and Development Committee agenda. Any speaker will have 3 minutes to speak as indicated in the notes at the end of the Agenda.

AGENDA

1. APOLOGIES

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 August 2019 [Minute Nos. 17-23] [ENCLOSURE NO. 1].

4. **MATTERS ARISING**

5. **PLANNING APPLICATIONS**

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

6. **TERMS OF REFERENCE FOR THE PLANNING ADVISORY GROUP [ENCLOSURE NO. 3].**

PUBLIC FORUM SESSION AT PLANNING AND DEVELOPMENT COMMITTEE MEETINGS

Individuals wishing to make representations have an opportunity to speak at each Planning and Development Committee meeting subject to the following conditions:

- 1. *The Public Forum session will usually be the first item on the Agenda.*
- 2. *The Public Forum will last up to 15 minutes and residents of Burntwood or their agent can ask the Council a question (or make a statement). In the case of non-domestic representations an agent will be allowed to speak.*
- 3. *The statement or question must relate to any item of business included on the Planning and Development Committee Agenda.*
- 4. *Matters relating to the conduct of any individual councillor or officer will not be permitted – in such circumstances you should write to the Council.*
- 5. *The speaker will be allowed to speak for up to 3 minutes and can raise more than one issue within the overall limit of 3 minutes allowed to you.*
- 6. *Only one speaker will be allowed to speak in favour of a planning application and only one speaker will be allowed to speak against a planning application.*
- 7. *After each speaker the Committee Chairman (or his/her representative) will answer the question or give notice that he/she will provide a written answer as soon as possible.*
- 8. *If a written answer is to be given this will be sent to you at your stated address and a copy will be made available for public inspection at the Town Council's offices.*

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, CHASETOWN, BURNTWOOD ON
THURSDAY 15 AUGUST 2019 COMMENCING AT 6.00 PM**

PRESENT

Councillor Birch [in the Chair]

Councillors Brown, D Ennis, Flanagan, Gittings, Place and Willis-Croft

In attendance

G Hunt, Town Clerk

Ms J Minor, Senior Administration Officer

One member of the public

Councillor Evans

Councillor Westwood

PUBLIC FORUM

No issues were raised by members of the public.

17. APOLOGIES FOR ABSENCE

Councillors Loughbrough Heron and Taylor.

18. GENERAL DECLARATIONS OF INTERESTS AND DISPENSATIONS

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.

19. MINUTES

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 17 July 2019 [Minute Nos. 8-16] be approved as a correct record.

20. MATTERS ARISING

No issues were raised by members.

21. PLANNING APPLICATIONS

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

- | | | | | |
|-----|--------------|-----------|--|---|
| (a) | 19/00967/FUH | Highfield | Mr D Higgs
14 St Matthews Road
Burntwood | Installation of dropped
kerb to front of
property |
|-----|--------------|-----------|--|---|

No objection.

- | | | | | |
|-----|--------------|-----------|--|---|
| (b) | 19/01029/FUH | Highfield | Mr S Moor
Pipe Hall Old Barn
Abnalls Lane
Burntwood | Single storey and two
storey extensions to
side and rear; internal
remodelling including
structural alterations
and amended window
openings |
|-----|--------------|-----------|--|---|

Whilst there are no objections to the principle of the works, if the Local Planning Authority are minded to approve this scheme then the proposed extensions should be subservient to the host dwelling and should not derive any material adverse harm to the character and appearance of the surrounding area. The general scale and design should be in keeping with the characteristics of the existing dwelling and should integrate well with its surroundings.

- | | | | | |
|-----|--------------|-----------|--|---|
| (c) | 19/01030/LBC | Highfield | Mr S Moor
Pipe Hall Old Barn
Abnalls Lane
Burntwood | Works to listed building
to allow erection of
single storey and two
storey extensions to
side and rear; internal
remodelling including
structural alterations
and amended window
openings |
|-----|--------------|-----------|--|---|

Whilst there are no objections to the principle of the works, if the Local Planning Authority are minded to approve this scheme then the proposed extensions should be subservient to the host dwelling and should not derive any material adverse harm to the character and appearance of the surrounding area. The general scale and design should be in keeping with the characteristics of the existing dwelling and should integrate well with its surroundings.

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|-----|--------------|-----------|--|---|
| (d) | 19/01016/COU | Chasetown | Mrs M Chislaghi
Chasewater Country Park
Pool Lane
Burntwood | Change of use of office,
wc and store to ice
cream parlour, office
and store including
single storey extension
to side |
|-----|--------------|-----------|--|---|

No objection.

- | | | | | |
|-----|--------------|-------------------------------|--|--|
| (e) | 19/00687/FUL | Summerfield
and All Saints | S Lester
Packing Materials Limited
Unit 2
Mount Road
Burntwood | Replacement storage
building to the rear of
Unit 2 |
|-----|--------------|-------------------------------|--|--|

No objection.

- | | | | | |
|-----|--------------|---------------|---|------------------------------|
| (f) | 19/01048/FUH | Chase Terrace | Mr I Smart
31 Thorpe Street
Burntwood | Single storey rear extension |
|-----|--------------|---------------|---|------------------------------|

No objection.

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|-----|--------------|---------|---|---|
| (g) | 19/01051/FUH | Hunslet | Mr C Preston
39 Boulton Close
Burntwood | Retention of brick built outbuilding in rear garden |
|-----|--------------|---------|---|---|

Whilst there are no objections to the principle of the works concerns were raised as to the height of the roof and the visual impact on neighbouring properties. If the Local Planning Authority are minded to approve this scheme then the brick built outbuilding shall only be occupied in a manner which is wholly incidental to the residential use of the dwelling known as 39 Boulton Close and shall not be used, sold or let as a separate dwelling unit.

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|-----|--------------|---------------|--|--|
| (h) | 19/01054/FUH | Chase Terrace | Mr P Cameron
65 Kingsdown Road
Burntwood | First floor extension to side and rear and single storey extension to rear including demolition of rear conservatory |
|-----|--------------|---------------|--|--|

Whilst there are no objections to the principle of the works concerns were raised to the use of light grey timber cladding which would be a significant contrast to the existing building and not in keeping with the existing streetscene [red brick construction on the first floor].

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|-----|--------------|-----------------------|--|--|
| (i) | 19/01061/FUH | Boney Hay and Central | Mr and Mrs Thompson
215 Rugeley Road
Chase Terrace | Erection of outbuilding to form single storey residential annexe |
|-----|--------------|-----------------------|--|--|

OBJECTIONS as this proposal is for backland development and adequate parking [to facilitate a three bedroomed semi-detached property and a single storey property] is not provided.

[MEMBERS WERE INFORMED THAT COUNCILLOR BIRCH, AS WARD MEMBER, WOULD CALL IN THIS APPLICATION AS DISTRICT COUNCILLOR FOR BONEY HAY AND CENTRAL].

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|-----|--------------|-----------|---|--|
| (j) | 19/01093/FUL | Chasetown | Mr A Hutchinson
Burntwood Leisure Centre
High Street
Chasetown | Variation of condition no. 1 of application 14/00892/FUL in relation to the retention of a two storey modular building for NHS walk in health clinic |
|-----|--------------|-----------|---|--|

Having regard to Condition No. 1 attached to planning permission 14/00892/FUL [This permission shall be for a limited period expiring on 30 September 2019 and at the end of this period, the building shall be removed from the site and the land cleared and reinstated to its condition immediately prior to the implementation of permission 08/00884/FUL or to any other use-condition which may be otherwise approved in respect of this site] no objection in

principle as long as the building is still fit for purpose.

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|-----|--------------|---------------|---|------------------------------------|
| (k) | 19/01107/FUH | Chase Terrace | Mr M Stanley
26 High Street
Chase Terrace | Single storey extension
to rear |
|-----|--------------|---------------|---|------------------------------------|

No objection.

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|-----|--------------|-------------|--|--|
| (l) | 19/01002/COU | Gorstey Ley | Miss L Fawdrey
39 Rugeley Road
Burntwood | Erection of detached
timber clad building to
create dog grooming
facility |
|-----|--------------|-------------|--|--|

Whilst there are no objections to the principle of the works, if the Local Planning Authority are minded to approve this scheme then a strict condition that the process of the operation will consist of a delivery and collection service carried out by the business owner. Dogs will be collected from their place of residence, taken to and groomed at the facility, prior to being returned within the customised delivery van as the proposal is situated on a busy road and is in close proximity to a primary school. No dogs will be left overnight. The timber clad building shall only be occupied in a manner which is wholly incidental to the residential use of the dwelling known as 39 Rugeley Road and shall not be used, sold or let as a separate dwelling unit.

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|-----|--------------|---------------|--|---|
| (m) | 19/01081/PNH | Chase Terrace | Mrs M Ingram
7 Thorpe Avenue
Burntwood | Prior Notification:
Proposed single storey
extension to rear
projecting 2.6 m from
the rear wall of the
original dwelling and
reaching a maximum
height of 2.4 m |
|-----|--------------|---------------|--|---|

No objection.

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|-----|--------------|---------|--|--|
| (n) | 19/01130/FUH | Hunslet | Mr R Smith
35 Highfield Road
Burntwood | Single storey front and
first floor side
extensions to form
garage and bedrooms |
|-----|--------------|---------|--|--|

No objection.

22. ADVERTISING BANNERS

The Chairman made reference to a briefing note [circulated at the meeting] which had been produced by the Town Clerk which included an extract from the Control of Advertisement Regulations with particular reference being made to Class 3[D], Class 5 and Class 6.

Councillor Willis-Croft made reference to selling of vehicles on the grass verge on Stables Way.

Councillor Place felt that the Town Council needed to either stick to the rules of Classes 3[D], 5 and 6 or be flexible. Councillor Place said that he was leaning more towards a strict rule.

Councillor D Ennis suggested a more flexible approach particularly in respect of Class 6 which permits advertisements on the forecourt of business premises. [Class 6 gives a further consent to display the type of advertisement permitted by Class 5, namely notices, signs and advertisements to draw attention to any commercial services, goods for sale, or other services available at the premises. The term "forecourt" includes any enclosing fence, wall, screen or other structure, so long as the means of enclosure is not part of the business premises itself].

Councillor Flanagan made reference to A4 sized posters on lampposts.

The Town Clerk confirmed that as a Parish Council, the Town Council has no powers and could only flag up the issue and pass the information to other partners [i.e. Staffordshire County Council, as Highway Authority and/or Lichfield District Council as Local Planning Authority].

The Town Clerk did point out however that it was important to note that the Town Council's banners currently advertising the Play in the Parks events during the summer were non-compliant as the advertisement permitted by Class 3 [D] must not exceed 0.6 of a square metre. The Town Clerk stated that there was two options available to the Town Council either downsize the banners or seek permission.

The Town Clerk advised members that Staffordshire County Council had previously looked into this matter and felt that due to the economic climate did not want to undermine business growth particularly in respect of Class 5 and Class 6. The Town Clerk advised that this matter was not a high priority for the County Council at this moment in time.

Councillor D Ennis felt that the Town Council needed to comply with Class 3[D] [the advertisement permitted by Class 3[D] must not exceed 0.6 of a square metre. It must not be displayed more than 28 days before the sale or event begins and must be removed within 14 days after it ends]. Councillor D Ennis felt that unless a Councillor and/or the Town Council have a direct complaint then we should be offering an advisory service and signposting them to either Staffordshire County Council and/or Lichfield District Council.

Councillor Brown made reference to a resident who lives in Mossbank Avenue who had approached him regarding the Spar banners on the railings at Springhill Road/Cannock Road. Councillor D Ennis said that this was an ideal opportunity for Councillors to offer advice and would advise Councillor Brown accordingly.

The Town Clerk made reference to Minute No. 7 [27 June 2019] - Members Induction and referred to partners taking responsibility for different aspects as Town Council councillors cannot do everything. It was suggested by Councillor D Ennis and agreed that the Town Clerk would email all members of the Town Council with the appropriate guidelines, links etc.

RECOMMENDED TO FULL COUNCIL that the Town Council must comply with Class 3[D] [the advertisement permitted by Class 3[D] must not exceed 0.6 of a square metre. It must not be displayed more than 28 days before the sale or event begins and must be removed within 14 days after it ends] and that unless a complaint is received then the Town Council together with members offers an advisory and signposting service.

23. NEIGHBOURHOOD PLANNING TASK AND FINISH GROUP

The Chairman explained that further to Minute No. 16 [17 July 2019] and in order to avoid confusion, that the Neighbourhood Planning Task and Finish Group be renamed the Planning Advisory Group. The Chairman stated that the Planning Advisory Group would initially consist of six members of the Town Council [namely Councillor Flanagan as Chairman, together with three further members from the Labour Group, one member from the Conservative Group and Councillor Greensill who had already shown an interest]. The Chairman explained that Councillor Greensill was only a member of the Scrutiny Committee and it was felt that as the Group was only advisory and not a decision making group there would be no conflict of interest. Members were advised that the Planning Advisory Group would report into the Planning and Development Committee in due course.

The Chairman explained that once the Burntwood Neighbourhood Plan had been adopted [currently at the Regulation 16 consultation stage - 09 August 2019 to 20 September 2019] then consideration would be given to members of the public being invited onto the Planning Advisory Group. This could mean a member from the Youth Council, a retired member of the public, a member from Burntwood Action Group and a member from Burntwood BIB.

RECOMMENDED TO FULL COUNCIL that the Town Clerk be instructed to set up a Planning Advisory Group to be chaired by Councillor Flanagan.

[The Meeting closed at 6.45 pm]

Signed

Date

Planning and Development Committee: Applications for Consideration: 11 September 2019

	Application No.	Ward	Site	Proposal
(1)	19/00872/FUL	Chasetown	Burntwood Sub Aqua Club Burntwood Leisure Centre High Street Chasetown	Erection of 1 no. storage building
(2)	19/01162/COUM	Summerfield and All Saints	Mrs G Bundy Southwinds Nursing Home 17 Chase Road Burntwood	Change of use from residential care home [class C2] to 11 no. flats [class C3]. Works including window amendment to front elevation with dormer roof and balcony to rear elevations
(3)	19/01176/FUH	Chasetown	Mr K Wiggins 9 Ash Grove Burntwood	Single storey extension to front and rear, two storey extension to side and installation of front porch
(4)	19/00987/FUH	Summerfield and All Saints	Mr S Rande 34 Chase Road Burntwood	Conversion of garage and outbuilding to granny annexe
(5)	19/01199/FUH	Chase Terrace	Ms K Davis 20 High Street Chase Terrace	Erection of detached garage and dropped kerb
(6)	19/01178/FUH	Summerfield and All Saints	Mr K Adams 10 Darwin Close Burntwood	Two storey extension to side
(7)	19/01203/FUH	Chase Terrace	Mr and Mrs J Hammond 7 The Grove Burntwood	Single storey extension to rear and erection of detached garage in front garden
(8)	19/01204/FUL	Chase Terrace	Mr J Allen 39 Ironstone Road Burntwood	Variation of condition 2 [approved plans] of permission 18/01297/COU relating to number of rooflights and rendering of property

	Application No.	Ward	Site	Proposal
(9)	19/01234/FUH	Gorstey Ley	Mr S Caron 51 Farewell Lane Burntwood	First floor rear extension to form en-suite
(10)	19/00727/FUL	Boney Hay and Central	Mr and Mrs Bevan 156 Chorley Road Burntwood	Erection of a three bedroom dwelling to rear

Planning Advisory Group Terms of Reference September 2019

Composition

5 Elected Members and representatives from community and interest groups as and when appropriate.

Purpose

To provide a forum for the analysis and discussion of planning and environmental issues relating to the parish and surrounding area.

Responsibilities

1. To help inform the Town Council's response to the current review of the Lichfield Local Plan.
2. To contribute to the identification of potential projects for funding through the Community Infrastructure Levy.
3. To facilitate analysis and discussion on emerging planning and environmental issues.
4. To provide a forum, when appropriate, for discussion of any future planning related consultations
5. To engage with relevant community and interest groups to ensure that the views of the various communities in Burntwood, geographic
and demographic, are actively sought and taken into account

Governance

1. The Advisory Group is not a decision-making body
2. The Chairman of the Advisory Group will be a member of Burntwood Town Council.
3. The Advisory Group will meet as and when appropriate.
4. The Chairman will be responsible for reporting the views of the Advisory Group to the Planning and Development Committee.
5. Community representatives on the Group will need to be nominated by an established Burntwood community or interest group.