



The Old Mining College Centre
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Our Ref: SL/JM

15 January 2024

To: All Members of the Planning and Development Committee

[Councillors Flanagan [Chair], Gittings [Vice-Chair], Bacon, Bullock, D Ennis, L Ennis, Galvin, Hancox, Holdsworth, S Taylor and Willis-Croft

Dear Councillor

PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee will meet on **Monday 22 January 2024 at 6:00 pm in The Meeting 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 04 December 2023 [Minute Nos. 39-45] [**ENCLOSURE NO. 1**].

4. INFORMATION FROM THE MINUTES

5. PLANNING APPLICATIONS

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

6. HIGHWAYS ACT 1980, SECTION 118

APPLICATION FOR PUBLIC PATH EXTINGUISHMENT ORDER – PUBLIC FOOTPATH BURNTWOOD 15 [PART]

To review the Order & Notice relating to the above footpath [**ENCLOSURE NO. 3**].

7. BURRT UPDATE

To review and debate the activities of the Burntwood Response and Repair Team [**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, THE OLD MINING COLLEGE CENTRE, QUEEN STREET,
BURNTWOOD ON MONDAY 04 DECEMBER 2023 COMMENCING AT 6.00 PM**

PRESENT

Councillor Flanagan [in the Chair]
Councillors Bacon, Bullock, D Ennis, L Ennis, Hancox, Holdsworth and Willis-Croft

In attendance

Ms Minor, Deputy Clerk
Mrs Steele, Fulfen Primary School
Mrs Scott, Fulfen Primary School

**PRESENTATION BY FULFEN PRIMARY SCHOOL -
COMMUNITY INFRASTRUCTURE LEVY APPLICATION**

Councillor Flanagan welcomed Mrs Steele and Mrs Scott to the meeting. Mrs Steele explained that Fulfen Primary School had always had a school garden but over the last few years it had become unkept and overgrown. In 2022, a year 6 pupil won a competition organised by Burntwood Rotary Club, to design a peace pole garden so during the summer holidays in 2022 the garden was given an overhaul.

Mrs Steele stated that in Easter 2023, a Saturday morning garden club was established which helped to create 3 small allotment plots. In June 2023, an after-school garden club on a Wednesday was established for years 3 and 4 and the after-school garden club was opened up to all year groups in September 2023.

Mrs Steele explained that the next steps would be to purchase a polytunnel so that the pupils could not only grow their own fruit, vegetable, and bedding plants from seed, but also to have a sheltered outdoor space that could be used during the winter. The aim is to grow and then sell the produce to parents and staff. It was also hoped that links would be formed with Bracken House Care Home and the Burntwood Memory Café to be held at Burntwood Memorial Hall [which is being run by Magnolia Friends and is due to open in January 2024].

Recently, with the help of Burntwood Rotary Club the school has started to clear the ground and lay the foundations for the polytunnel and a chicken run. Mrs Steele confirmed that they have purchased and built their first chicken coup which will house three rescued battery chickens. The chicken coup and battery chickens will be funded from the grant from Kingspan in the sum of £2,500.

Mrs Steele provided further information relating to the CIL application in the form of a brochure which was circulated at the meeting. Councillor D Ennis felt that it was a good idea however the figures quoted were confusing. Mrs Steele explained that the cost quoted of £2,500 was for the erection of the polytunnel, staging and benches. She also explained that the grant from Kingspan was for a separate project entirely i.e. chicken coups and battery chickens etc.

Councillor Holdsworth queried the ongoing maintenance costs i.e. polytunnel, solar panels and motion sensor cameras and who would be responsible for these in the future. Mrs Steele explained that a parent pay donation page had been set up and parents were being asked to donate. To date, they have £300.

Councillor D Ennis asked that if £5,000 was granted is the project ready to go and Mrs Steele confirmed that the foundations for the polytunnel had been completed.

Councillor Willis-Croft referred to school holidays and Mrs Steele confirmed that there were four people who are on a rota who tend to the garden during the school holidays.

Councillor Flanagan acknowledged the partnership working between the school and Burntwood Rotary Club and pupils' parents however he asked if the costs could not be covered by Staffordshire County Council as part of the school curriculum. Mrs Steele confirmed that the project comes under enrichment and is not included in the school curriculum and therefore no funding is available from the County Council.

Councillor Flanagan thanked Mrs Steele and Mrs Scott for sharing their vision.

[Mrs Steele and Mrs Scott left the meeting]

PUBLIC FORUM

No questions were raised by members of the public.

39. APOLOGIES FOR ABSENCE

Councillor Gittings [Unwell]

Councillor S Taylor [Unwell]

The reasons for the apologies were approved.

40. GENERAL DECLARATIONS OF INTERESTS AND DISPENSATIONS

Councillor D Ennis declared an interest in planning application 23/01291/FUH relating to erection of single storey side/rear extension, single storey porch extension, side/front boundary walls, proposed dropped kerb and single storey outbuilding to rear at 190 High Street, Chasetown.

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.

41. MINUTES

The Chair reminded Members that they were being asked to comment solely on the accuracy of the Minutes.

It was proposed by Councillor Bacon and seconded by Councillor Holdsworth and following a unanimous show of hands it was

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 13 November 2023 [Minute Nos. 32-38] be approved as a correct record.

42. INFORMATION FROM THE MINUTES

There was no information from the minutes to report.

43. PLANNING APPLICATIONS

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

- | | | | | |
|-----|--------------|----------------------------|---|--|
| (a) | 23/01166/FUH | Summerfield and All Saints | Mrs Meior
10 Dale Drive
Burntwood | Erection of a single storey side extension |
|-----|--------------|----------------------------|---|--|

No objection.

- | | | | | |
|-----|--------------|----------------------------|---|--|
| (b) | 23/01230/FUH | Summerfield and All Saints | Miss Gardiner
20 Leafenden Avenue
Burntwood | Erection of single storey front and rear extension |
|-----|--------------|----------------------------|---|--|

No objection.

- | | | | | |
|-----|--------------|-----------------------|--|---|
| (c) | 23/01065/FUH | Boney Hay and Central | Ms Powell
31 Sandown Close
Burntwood | Erection of single storey side extension, new porch and rear conservatory |
|-----|--------------|-----------------------|--|---|

No objection.

- | | | | | |
|-----|--------------|---------|---|---|
| (d) | 23/01255/FUH | Hunslet | Mr and Mrs Brookes
5 Huntsmans Gate
Burntwood | Erection of single storey side/rear extension and new boundary wall |
|-----|--------------|---------|---|---|

No objection in principle however the Local Planning Authority be asked to satisfy itself that the repositioning of the boundary wall does not change the aspect of the area/streetscene and does not detract from the open aspect of the area.

- | | | | | |
|-----|--------------|-----------|--|--|
| (e) | 23/01290/FUH | Chasetown | Mr Arkell
15 Maple Close
Burntwood | Erection of single storey rear extension |
|-----|--------------|-----------|--|--|

No objection.

- | | | | | |
|-----|-----------------------------|-----------------------|--|--|
| (f) | 23/01194/FUH
[Amendment] | Boney Hay and Central | Mr Smith
22 Brackenhill Road
Burntwood | Erection of two storey side extension and single storey rear extension – the plans now show the proposed ridge line correctly |
|-----|-----------------------------|-----------------------|--|--|

No objection.

- | | | | | |
|-----|--------------|-----------|--|---|
| (g) | 23/01291/FUH | Chasetown | Mr and Mrs Parangi
190 High Street
Chasetown | Erection of single storey side/rear extension, single storey porch extension, side/front boundary walls, proposed dropped kerb and single storey outbuilding rear |
|-----|--------------|-----------|--|---|

[Councillor D Ennis having declared an interest in this application took no part in the discussion thereon].

No objection in principle however, the detached garden room in future should not be used, sold or let as a separate dwelling.

44. COMMUNITY INFRASTRUCTURE LEVY [CIL] APPLICATION - FULFEN PRIMARY SCHOOL

Members considered in depth the application. Following the presentation and the brochure provided, Members felt that it was a very good proposal and that Mrs Steele and Mrs Scott were very passionate about the project, however, the figures were confusing. Members liked the links being formed with Bracken House Care Home and the Burntwood Memory Café [individuals with memory problems/dementia along with their care providers].

Members felt that the Town Council does not get enough recognition and we should be encouraging organisations who obtain funds from the Town Council to recognise this.

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

RESOLVED That, based on the presentation by Mrs Steele and Mrs Scott, £5,000 [from the Community Infrastructure Levy Fund] be approved. That Mrs Steele be asked to provide an update in due course and that, for example, a plaque be erected next to the polytunnel in recognition of the Town Council funding.

45. BURRT UPDATE

Councillor Flanagan informed Members that no information on the activities of the Burntwood Response and Repair Team had been provided. Councillor D Ennis confirmed that he had had an in-depth conversation with the Town Clerk who now has an understanding of what is required. Once the information has been submitted Members will be able to review and debate as appropriate. Councillor Bullock felt that the information needed to be available to all Councillors.

RESOLVED That the activities of the Burntwood Response and Repair Team be provided to the next Planning and Development Committee Meeting scheduled for 22 January 2024 for review and debate as appropriate.

[The Meeting closed at 6.45 pm]

Signed

Date

Planning and Development Committee: Applications for Consideration: 22 January 2024

	Application No.	Ward	Site	Proposal
(a)	23/01412/FUH	Summerfield and All Saints	Mr Haddon 50 Leafenden Avenue Burntwood	Erection of single storey side extension
(b)	23/01435/FUH	Hunslet	Mr Awcoate 10 Brunel Close Burntwood	Demolition of existing conservatory and erection of single storey side extension
(c)	23/01343/S73	Chasetown	Mr Wright The Grange 21 Church Street Burntwood	Section 73 Variation of Condition 2 [Approved Plans] of Planning Application Appeal Ref: APP/K3415/W/21/3284 909 [refusal of 20/00932/FUL] dated 20.05.2022. Variation to consist of relocation of dwelling
(d)	23/01386/COU	Boney Hay and Central	Mr Freemantle 20 Birch Terrace Burntwood	Front, side and rear extensions and change of use from class C3 to class C2 [Care Home] including link building to 22 Birch Terrace
(e)	23/01439/FULM	Chasetown	UV Care Burntwood Limited Former site of Bridge Cross Garage Cannock Road Chase Terrace	Erection of 3 storey, 72-bed dementia care home with community hub room and associated car parking/access arrangements [resubmission of application 21/00016/FULM]
(f)	23/01426/PNPV	Chasetown	Steel Processing [Midlands] Ltd Unit 14, Zone 4 Burntwood Business Park Milestone Way Burntwood	Prior Notification: Installation of roof mounted solar panels [372 x Trina Vertex 425w Panels x 1 x 90kW Solar Edge Inverter]

AGENDA ITEM 5 - ENCLOSURE NO. 2

	Application No.	Ward	Site	Proposal
(g)	23/01291/FUH	Chasetown	Mr and Mrs Parangi 190 High Street Chasetown	Erection of single storey side/rear extension, single storey porch extension, side/front boundary walls, proposed dropped kerb and single storey outbuilding to rear Amendment – proposed plans showing 0.6m high front boundary wall
(h)	24/00007/FUH	Highfield	Mr Bancroft 22 Nightingale Walk Burntwood	Replacement of roof and side extension to provide domestic office space

Your ref PUBLIC FOOTPATH NO 15 (Part)
Our ref FP NO 15
Ask for Rhiannon Godley
Email Rhiannon.Godley@lichfielddc.gov.uk



District Council House, Frog Lane
Lichfield, Staffordshire WS13 6YX

Direct Line 01543 308072
Customer Services 01543 308000

2 January 2024

Dear Sir/Madam

**Highways Act 1980, Section 118
Application for Public Path Extinguishment Order
Public Footpath, Burntwood 15 (part)**

Your organisation is included in our list of Consultees, who have an interest in the making of Public Footpath Orders.

Please find enclosed a copy of the Order and Notice relating to the above footpath. The Notice of Making the Order will be advertised in the Express & Star on 5 January 2024.

Should you have any objections, please notify Rhiannon Godley, at Lichfield District Council, by no later than 3 February 2024.

Yours faithfully

A handwritten signature in black ink, appearing to read 'R. Godley'.

**Rhiannon Godley
Governance Officer**

AGENDA ITEM 6 - ENCLOSURE NO. 3



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NOTICE OF PUBLIC PATH ORDER

Highways Act 1980 Section 118

The Lichfield District Council (Public Footpath No.15 (Part) in the Parish of Burntwood) Public Path Extinguishment Order 2023

The above Order was made on 22 December 2023. The effect of the Order will be to extinguish that part of public footpath, Burntwood No 15 commencing at its junction with Cannock Road, Burntwood at Grid Reference 403453 309580 (Point A on the Order Plan) and running in a south south-westerly, then south-easterly direction for and distance of approximately 281 metres to the south side of Cobbett Road at Grid Reference 403582 309347 (Point B on the Order Plan).

A copy of the Order and the Order Map may be viewed on the Council's website or at the offices of Lichfield District Council, District Council House, Frog Lane, Lichfield between 9am and 5pm Monday to Friday.

Any representation about or objection to the Order may be sent or delivered in writing to the Governance Services, Lichfield District Council, District Council House, Frog Lane, Lichfield, WS13 6YU no later than 3 February 2024. Please state the grounds on which they are made.

If no such representations or objections are duly made, or if any so made are withdrawn, the Lichfield District Council may themselves confirm the Order as an Unopposed Order. If the Order is sent to the Secretary of State for the Environment for confirmation any representations or objections which have not been withdrawn will be sent with the Order.

Dated 5 January 2024

Kerry Dove, Chief Operating Officer
Lichfield District Council, District Council House, Frog Lane, Lichfield, WS13 6YU

**PUBLIC PATH EXTINGUISHMENT ORDER
HIGHWAYS ACT 1980**

LICHFIELD DISTRICT COUNCIL

**The Lichfield District Council Public Footpath Burntwood No 15 (pt) (Cannock Road to
Cobbett Road) Public Path Extinguishment Order 2023**

Lichfield
district council

AGENDA ITEM 6 - ENCLOSURE NO. 3

**PUBLIC PATH EXTINGUISHMENT ORDER
HIGHWAYS ACT 1980**

LICHFIELD DISTRICT COUNCIL

**The Lichfield District Council Public Footpath Burntwood No 15 (pt) (Cannock Road to
Cobbett Road) Public Path Extinguishment Order 2023**

This order is made by Lichfield District Council (the authority) under section 118 of the Highways Act 1980 because it appears to the authority that the footpath described in paragraph 1 below is not needed for public use.

Staffordshire County Council have been consulted as required by Section 120(2) of the 1980 Act.

BY THIS ORDER:

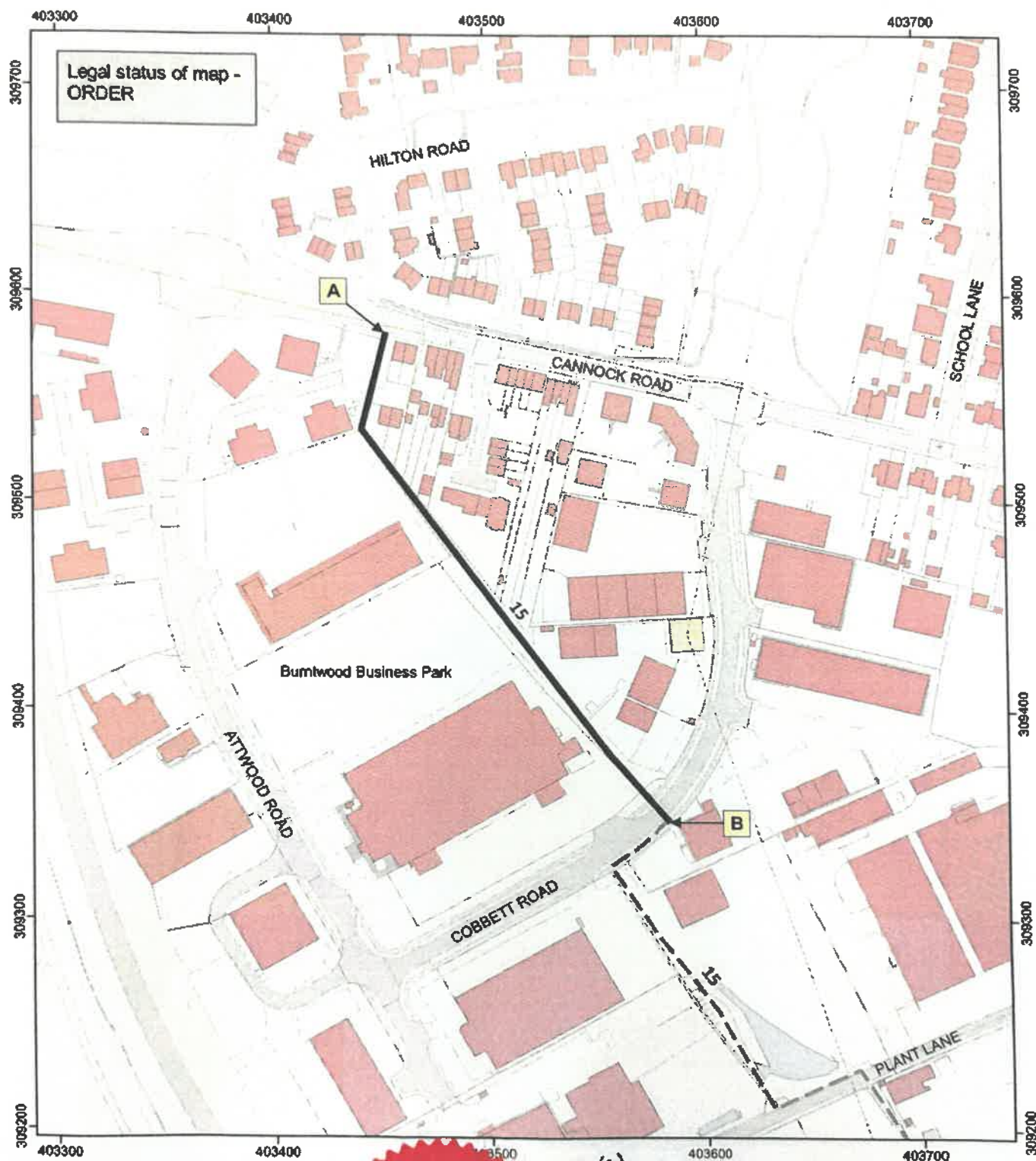
- 1 The public right of way over land situated between Cannock Road and Cobbett Road, Burntwood and shown by a continuous bold line on the map attached to this order and described in the schedule to this order shall be extinguished after 14 days from the date of the confirmation of this order.
- 2 Where immediately before the date on which the footpaths are diverted there is apparatus under, in, on, over, along or across them belonging to statutory undertakers for the purpose of carrying on their undertaking, the undertakers shall continue to have the same rights in respect of the apparatus as they then had.

SCHEDULE

(Description of the path or way to be extinguished)

The full width of that part of Public footpath, Burntwood No 15 commencing at its junction with Cannock Road, Burntwood at Grid Reference 403453 309580 (Point A on the Order Plan) and running in a south south-westerly, then south easterly direction for and distance of approximately 281 metres to the south side of Cobbett Road at Grid Reference 403582 309347 (Point B on the Order Plan)

Highways Act 1980, Section 118.
Extinguishment of Public Footpath
No 15 (part) Burntwood Parish.



Legal status of map -
ORDER

Map created at the scale of 1:2500
(facsimiles may vary)

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shown at www.staffordshire.gov.uk/maps
Produced by Staffordshire County Council, 15/12/2023.



Path to be extinguished (A - B).

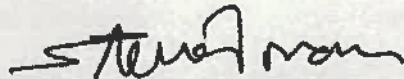
Rights of Way Unaffected

Footpath

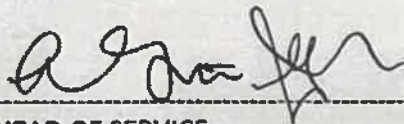
AGENDA ITEM 6 - ENCLOSURE NO. 3

22/12/23

The COMMON SEAL of the
LICHFIELD DISTRICT COUNCIL
was hereto affixed this ...22...
Day of ...December... 2023
In the presence of:



MEMBER OF THE COUNCIL



HEAD OF SERVICE



Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
05/10/2022	Councillor	WS7 9LQ	Highfield	Green Maintenance	Moss removal	05/10/2022
05/10/2022	Councillor	WS7 9LQ	Highfield	Reporting	Reported overhanging branch to LDC	05/10/2022
10/10/2022	Councillor	WS7 3GD	Chasetown	Green Maintenance	Moss and weed removal on pavement	11/10/2022
10/10/2022	Councillor	WS7 1LY	Chase Terrace	Reporting	Tree obscuring street lamp. Reported to SCC	10/10/2022
14/10/2022	BTC Staff	WS7 9QD	Highfield	Cemetery Maintenance	Bird deterrent added to benches	14/10/2022
14/10/2022	Councillor	WS7 2PF	Boney Hay & Central	Reporting	Overgrown hedge, private land. Reported to owner	14/10/2022
18/10/2022	Councillor	WS7 2AU	Boney Hay & Central	Rubbish Removal/Fly Tipping	Fly tipping	18/10/2022
19/10/2022	Councillor	WS7 1BP	Chase Terrace	Signage	Removal of estate agent signage	19/10/2022
24/10/2022	Member of the Public	WS7 2AU	Boney Hay & Central	Reporting	Blocked drain, reported to ward member	24/10/2022
24/10/2022	BTC Staff	WS7 4RD	Chasetown	Reporting	Raised manhole cover reported to SCC	24/10/2022
26/10/2022	BTC Staff	WS7 2EY	Boney Hay & Central	Grit Bins	Installation of new bin	26/10/2022
30/10/2022	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Memory Walk - putting up/taking down gazebo and supporting event	30/10/2022
10/11/2022	BTC Staff	WS7 0BB	Summerfield & All Saints	Reporting	Pothole reported to SCC	11/11/2022
17/11/2022	BTC Staff	WS7 1ZT	Chase Terrace	Signage	Letter C missing from Chase Terrace sign. New letter ordered and attached	03/01/2023

Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
18/11/2022	BTC Staff	WS7 2EY	Boney Hay & Central	Events/Advertising	Erect fence around Christmas tree and put up lights - Boney Hay	18/11/2022
21/11/2022	Councillor	WS7 1AE	Boney Hay & Central	Green Maintenance	Overgrown bushes blocking pathway, removed and cleared	25/11/2022
28/11/2022	BTC Staff	WS7	Burntwood	Events/Advertising	Change flyers in x10 bus shelters	28/11/2022
30/11/2022	BTC Staff	WS7 2ER	Boney Hay & Central	Reporting	Overhanging bush, spoken to home owner	30/11/2022
05/12/2022	BTC Staff	WS7 4QH	Chasetown	OMC Building Maintenance	Complete removal and refit of disabled toilet	16/12/2022
06/12/2022	BTC Staff	WS7 9QG	Highfield	Grit Bins	New grit bin installed	06/12/2022
09/12/2022	BTC Staff	WS7 2ER	Boney Hay & Central	Green Maintenance	Tree overhanging road, spoken to home owner	12/12/2022
03/01/2023	BTC Staff	WS7 4RJ	Chasetown	Rubbish Removal/Fly Tipping	Removal of cable drum thrown on to hedge	03/01/2023
05/01/2023	Member of the Public	WS7 0HD	Summerfield & All Saints	Reporting	Street light not working, reported to LDC	05/01/2023
08/01/2023	BTC Staff	WS7 2EY	Boney Hay & Central	Events/Advertising	Christmas lights taken down - Boney Hay	08/01/2023
08/01/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Christmas lights taken down - Sankey's Corner	08/01/2023
17/01/2023	BTC Staff	WS7	Burntwood	Events/Advertising	Change flyers in x10 bus shelters	17/01/2023
20/01/2023	BTC Staff	WS7 1NS	Boney Hay & Central	Bus Shelters	Laid hardstanding for bus shelter	20/01/2023

Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
25/01/2023	Councillor	WS7 1FQ	Chase Terrace	Grit Bins	Assessment for location of new grit bin	25/01/2023
25/01/2023	Member of the Public	WS7 9BJ	Highfield	Green Maintenance	Assessment of removal of weeds - awaiting Cllr approval	25/01/2023
26/01/2023	Member of the Public	WS7 0AQ	Summerfield & All Saints	Reporting	Hedges causing obstruction to pavement, reported to ward member	26/01/2023
30/01/2023	BTC Staff	WS7	Burntwood	Reporting	Potholes reported to SCC	30/01/2023
03/02/2023	Councillor	WS7 4RY	Summerfield & All Saints	Health and Safety	Hole appeared on path, assessed for risk to public and reported to SCC	03/02/2023
06/02/2023	BTC Staff	WS7 9BJ	Highfield	Green Maintenance	Removal of weeds and litter	06/02/2023
07/02/2023	BTC Staff	WS7	Burntwood	Defibrillators	Routine checking and maintenance of x6 defibs	07/02/2023
21/02/2023	BTC Staff	WS7	Burntwood	Signage	Assessing fingerposts for refurbishment	21/02/2023
24/02/2023	BTC Staff	WS7 0HE	Summerfield & All Saints	Signage	Renovation of 1 finger post started	Ongoing
27/02/2023	BTC Staff	WS7	Burntwood	Events/Advertising	Change flyers in x10 bus shelters	27/02/2023
28/02/2023	BTC Staff	WS7 2BX	Chasetown	Flagpole	Flagpole mechanism repair	28/02/2023
01/03/2023	Councillor	WS7 4TQ	Chasetown	Reporting	Trees overhanging parking bays, reported to LDC	01/03/2023
06/03/2023	Councillor	WS7 1JR	Chase Terrace	Health and Safety	Removed/repared loose/bent bar on back of bench - Sankey's Corner	07/03/2023
09/03/2023	Councillor	WS7 1LY	Chase Terrace	Reporting	Pothole reported to SCC	09/03/2023
10/03/2023	BTC Staff	WS7	Burntwood	Reporting	Pothole reported to SCC	10/03/2023

Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
14/03/2023	BTC Staff	WS7 9QD	Highfield	Cemetery Maintenance	Overhanging trees reported to LDC	14/03/2023
20/03/2023	BTC Staff	WS7 9QD	Highfield	Cemetery Maintenance	New benches installed	20/03/2023
21/03/2023	Member of the Public	WS7 3XF	Chasetown	Health and Safety	Broken glass and rubbish in alleyway removed and disposed of	21/03/2023
23/03/2023	BTC Staff	WS7 9AZ	Boney Hay & Central	Defibrilators	Removed damaged panels ready to replace	23/03/2023
27/03/2023	BTC Staff	WS7	Burntwood	Roundabouts	Removal of old advertising	27/03/2023
28/03/2023	BTC Staff	WS7 4QH	Chasetown	OMC Building Maintenance	Removal and refit of all lighting in BTC office, Units 5, 9, 10	Ongoing
30/03/2023	BTC Staff	WS7	Burntwood	Reporting	Reported potholes to SCC	30/03/2023
05/04/2023	BTC Staff	WS7 2AZ	Boney Hay & Central	Grit Bins	Refilled	05/04/2023
06/04/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Road closure signs put up for markets	06/04/2023
09/04/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Market - putting up/taking down gazebo and supporting event	09/04/2023
17/04/2023	BTC Staff	WS7 9AZ	Boney Hay & Central	Defibrilators	Strip out telephone box ready for defib	17/04/2023
24/04/2023	BTC Staff	WS7 0DU	Summerfield & All Saints	Bus Shelters	Concrete base laid, bus shelter constructed and decals added	02/05/2023
03/05/2023	BTC Staff	WS7 2BX	Chasetown	Bus Shelters	New bench installed	03/05/2023
09/05/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Check bins ahead of event and reported to BTC Officer	09/05/2023

Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
14/05/2023	Councillor	WS7 2EX	Boney Hay & Central	Rubbish Removal/Fly Tipping	Removal of fly tipped fridge and rubbish bags	14/05/2023
14/05/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Market - putting up/taking down gazebo and supporting event	14/05/2023
20/05/2023	Councillor	WS7 2HU	Boney Hay & Central	Defibrilators	Stripped telephone box and primed for repainting	22/05/2023
23/05/2023	Councillor	WS7 4QH	Chasetown	Reporting	Overgrown trees reported to LDC	23/05/2023
23/05/2023	BTC Staff	WS7	Burntwood	Green Maintenance	Strimming grass around welcome signs	23/05/2023
31/05/2023	BTC Staff	WS7 9AZ	Boney Hay & Central	Defibrilators	Telephone box on Morley Road completed and defib added	31/05/2023
01/06/2023	BTC Staff	WS7 4RT	Summerfield & All Saints	Rubbish Removal/Fly Tipping	Removal of trolley and rubbish, and refitted metal gate to prevent access behind garages	01/06/2023
05/06/2023	Councillor	WS7 2BX	Chasetown	Reporting	Hedges overgrown by Aldi, reported to LDC	05/06/2023
06/06/2023	BTC Staff	WS7 3XF	Chasetown	Reporting	Collapsed manhole cover, reported to SCC/LDC	06/06/2023
11/06/2023	Member of the Public	WS7 2NL	Boney Hay & Central	Reporting	Hedges blocking pathway, reported to LDC	11/06/2023
11/06/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Market - putting up/taking down gazebo and supporting event	11/06/2023
12/06/2023	BTC Staff	WS7 4QF	Chasetown	Reporting	Hedges overgrown, reported to Crown Highways	12/06/2023
14/06/2023	Member of the Public	WS7 4QF	Chasetown	Green Maintenance	Overgrown nettles on footpath, trimmed and removed	14/06/2023

Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
17/06/2023	BTC Staff	WS7 4UP	Summerfield & All Saints	Reporting	Dangerous slabs reported to LDC, unknown land owner - not private	Ongoing
19/06/2023	BTC Staff	WS7 3PH	Chasetown	Signage	Welcome sign repainted	19/06/2023
19/06/2023	BTC Staff	WS7 3PH	Chasetown	Green Maintenance	New planter installed at welcome sign	19/06/2023
20/06/2023	Councillor	WS7 9BU	Highfield	Green Maintenance	Overgrown hedges blocking walkway, reported to Cllrs	20/06/2023
21/06/2023	Member of the Public	WS7 2EL	Boney Hay & Central	Health and Safety	Grit on roads, risk to cyclists and cars. Cleaned and removed	21/06/2023
22/06/2023	Councillor	WS7 1AE	Boney Hay & Central	Green Maintenance	Overgrown hedges cut back and cleared	22/06/2023
22/07/2023	BTC Staff	WS7 3XH	Chasetown	Events/Advertising	Wakes - putting up/taking down gazebo and supporting event	22/07/2023
31/07/2023	BTC Staff	WS7 1JJ	Chase Terrace	Events/Advertising	Play in the Parks - putting up/taking down gazebo and supporting event	31/07/2023
01/08/2023	Councillor	WS7 3UY	Chase Terrace	Reporting	Overhanging trees reported to LDC	01/08/2023
02/08/2023	BTC Staff	WS7 4UN	Summerfield & All Saints	Events/Advertising	Play in the Parks - putting up/taking down gazebo and supporting event	02/08/2023
07/08/2023	BTC Staff	WS7 9BT	Highfield	Events/Advertising	Play in the Parks - putting up/taking down gazebo and supporting event	07/08/2023
09/08/2023	BTC Staff	WS7 3XH	Chasetown	Events/Advertising	Play in the Parks - putting up/taking down gazebo and supporting event	09/08/2023
13/08/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Market - putting up/taking down gazebo and supporting event	13/08/2023

Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
21/08/2023	BTC Staff	WS7 1JJ	Chase Terrace	Events/Advertising	Play in the Parks - putting up/taking down gazebo and supporting event	21/08/2023
23/08/2023	BTC Staff	WS7 4UN	Summerfield & All Saints	Events/Advertising	Play in the Parks - putting up/taking down gazebo and supporting event	23/08/2023
10/09/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Market - putting up/taking down gazebo and supporting event	10/09/2023
25/09/2023	Councillor	WS7 1NA	Chase Terrace	Reporting	Hedges blocking walkway, reported to SCC	25/09/2023
01/10/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Memory Walk - putting up/taking down gazebo and supporting event	01/10/2023
08/10/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Market - putting up/taking down gazebo and supporting event	08/10/2023
20/11/2023	BTC Staff	WS7 4QH	Chasetown	OMC Building Maintenance	Redecoration of Unit 5	22/11/2023
20/11/2023	BTC Staff	WS7 2EY	Boney Hay & Central	Events/Advertising	Erecting fence around Christmas tree and check electrics - Boney Hay	20/11/2023
20/11/2023	BTC Staff	WS7 2EY	Boney Hay & Central	Events/Advertising	Boney Hay Christmas event - putting up/taking down gazebo and supporting event	20/11/2023
21/11/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Erecting fence around Christmas tree and check electrics - Sankey's Corner	21/11/2023
23/11/2023	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Electric box rewire for Sankey's Corner Christmas lights	23/11/2023
27/11/2023	BTC Staff	WS7 4RN	Chasetown	Reporting	Pot hole reported to SCC	27/11/2023

Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
27/11/2023	Member of the Public	WS7 3FJ	Chasetown	Reporting	Overgrown hedges, spoken to land owner to rectify	27/11/2023
29/11/2023	BTC Staff	WS7 9EP	Highfield	Defibrilators	Replace faulty box	29/11/2023
04/12/2023	BTC Staff	WS7 2AS	Boney Hay & Central	Reporting	Pot hole reported to SCC	04/12/2023
04/12/2023	BTC Staff	WS7 2HA	Boney Hay & Central	Reporting	Pot hole reported to SCC	04/12/2023
08/12/2023	BTC Staff	WS7	Burntwood	Events/Advertising	Replace posters in Bus Shelters	08/12/2023
08/12/2023	BTC Staff	WS7	Burntwood	Bus Shelters	Check Shelters & clean off Graffiti	08/12/2023
08/12/2023	BTC Staff	WS7	Burntwood	Grit Bins	Check grit bins and refill	08/12/2023
19/12/2023	BTC Staff	WS7	Burntwood	Bus Shelters	Strimmed around bus shelter & cleaned away rubbish	19/12/2023
19/12/2023	BTC Staff	WS7 3JQ	Highfield	Cemetery Maintenance	Dropped off bags of rock salt	19/12/2023
20/12/2023	BTC Staff	WS7	Burntwood	Defibrilators	Monthly Checks	20/12/2023
20/12/2023	BTC Staff	WS7 1JH	Chase Terrace		Former Church - Change Locks	21/12/2023
03/01/2024	BTC Staff	WS7	Burntwood	Roundabouts	Fix advertising boards	03/01/2024
03/01/2024	BTC Staff	WS7 1JH	Chase Terrace		Former Church - Removal of Floor	
09/01/2024	BTC Staff	WS7 1JR	Chase Terrace	Events/Advertising	Remove Picket Fencing from around Xmas Tree	09/01/2024