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Our Ref: SL/JM

26 February 2025

To: All Members of the Planning and Development Committee

Councillors Flanagan (Chair), Gittings (Vice-Chair), Bacon, Bullock, D Ennis, L Ennis, Hancox, P Taylor, S Taylor, and Willis-Croft

Dear Councillor

PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee will meet on **Wednesday 05 March 2025 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 05 February 2025 (Minute Nos. 51-57) (**ENCLOSURE NO. 1**).

4. INFORMATION FROM THE MINUTES

5. PLANNING APPLICATIONS

To consider the enclosed schedule of planning applications (**ENCLOSURE NO. 2**).

6. BURRT UPDATE

To review and debate the activities of the Burntwood Response and Repair Team (**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 IN THE MEETING ROOM, THE OLD MINING COLLEGE CENTRE, QUEEN STREET,
BURNTWOOD ON WEDNESDAY 05 FEBRUARY 2025 COMMENCING AT 6.00 PM**

PRESENT

Councillor Flanagan (in the Chair)
Councillors D Ennis, L Ennis, Gittings, P Taylor and Willis-Croft

In attendance

Ms Minor, Deputy Clerk

PUBLIC FORUM

No questions were raised by members of the public.

51. APOLOGIES FOR ABSENCE

Councillor Bacon (Unwell)
Councillor Bullock (Work Commitments)
Councillor Hancox (Family Emergency)
Councillor S Taylor (Unwell)

The reasons for the apologies were approved.

52. 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.

Councillor Flanagan declared a disclosable non pecuniary interest in planning application 25/00049/FUH – 4 Farewell Lane as he knows the applicant as she is known to him.

Councillor D Ennis declared a disclosable non pecuniary interest in planning application 25/00049/FUH – 4 Farewell Lane as he knows the applicant as she is known to him.

Councillor L Ennis declared a disclosable non pecuniary interest in planning application 25/00049/FUH – 4 Farewell Lane as she knows the applicant as she is known to her.

Councillor Gittings declared a disclosable non pecuniary interest in planning application 25/00049/FUH – 4 Farewell Lane as she knows the applicant as she is known to her.

Councillor P Taylor declared a disclosable non pecuniary interest in planning application 25/00049/FUH – 4 Farewell Lane as he knows the applicant as she is known to him.

53. MINUTES

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

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

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 13 January 2025 (Minute Nos. 45-50) be approved as a correct record.

54. INFORMATION FROM THE MINUTES

There was no information from the Minutes.

55. PLANNING APPLICATIONS

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

(a)	25/00049/FUH	Highfield	Ms Smith 4 Farewell Lane Burntwood	Single and first floor rear extension to form bedroom and sun lounge
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No comment (as the majority of Members present had declared a disclosable non pecuniary interest in the application).

56. BuRRT UPDATE

RESOLVED That the report of activities be noted.

57. FINANCIAL SCRUTINY OF BuRRT

Councillor Flanagan explained that following the debate at Full Council on 20 January 2025, where it had been resolved that an agenda item would be added to this Committee meeting to discuss and debate the financial scrutiny of the Burntwood Repair and Response Team (BuRRT) and where necessary, report back to Full Council.

Members referred to previous discussions in particular the Committee meeting held on 11 November 2024 (Minute No. 38 refers) where it was agreed that the Town Clerk be asked to provide information regarding savings made (ballpark figure).

Councillor P Taylor felt that the objection was not to scrutinise staff (not question the financial outcome of BuRRT which was good for Burntwood) but to ascertain a rough idea on how much had been saved by undertaking the tasks internally.

Councillor L Ennis stated that if the Town Clerk (not the Burntwood Repair and Response Team staff) had been asked to provide information then this should be done as a, perhaps, one off. She felt that a quotation could be obtained from an external source.

Councillor P Taylor referred to the time saved with regard to the incidents at the Library and Coulter Lane Burial Ground where BuRRT had attended.

Councillor D Ennis referred to the monetary value of BuRRT when undertaking the defibrillator checks. He explained that there is no documented monetary value but confirmed this is of massive benefit to the Town, which was wholeheartedly agreed. It was **agreed** that working out the financial benefit is not feasible and that the BuRRT update (report of activities) is still to be provided and this would be questioned, as necessary.

(The Meeting closed at 6.16 pm)

Signed

Date

Planning and Development Committee: Applications for Consideration: 05 March 2025

	Application No.	Ward	Site	Proposal
(a)	25/00012/FULM		Mega Fortis (UK) Limited Burntwood Business Park Zone 3, Unit 16 Cinder Road Burntwood	External alterations to existing B2/B8 industrial unit, including creation of mezzanine floor, relocated entrance doors, new externally mounted plant, electric vehicle charging points and canopy over loading bays
(b)	24/00750/FUL	Chase Terrace	Mr Morrell 24 Holly Grove Lane Burntwood	Erection of a 1 bedroom detached dwelling and associated works (amended plans)
(c)	25/00143/FUH	Chasetown	Mr Mason 217 Brownhills Road Norton Canes	Extension and alteration of dwelling to create first floor accommodation
(d)	25/00150/FUH	Boney Hay and Central	Ann Robinson 5 Oregon Gardens, Burntwood	Single storey rear extension to create study
(e)	25/00126/FUH	Gorstey Ley	Mr Love 10 Church Road Burntwood	Erection of a first-floor extension above garage
(f)	25/00169/FUH	Summerfield and All Saints	Mr Greene 26 Nailers Drive Burntwood	Various landscaping works to rear garden including associated earthworks (retrospective)

	Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
1	29.01.2025	BTC Staff			BuRRT Maintenance	Take BuRRT to M J Motors for MOT Assessment	29.01.2025
2	29.01.2025	BTC Staff	WS7 4QH	Chasetown	OMCC Maintenance	Repair roof to shed	29.01.2025
3	31.01.2025	BTC Staff			Defibrillators	Check defibs at St John's Community Church and the Library after use	31.01.2025
4	31.01.2025	BTC Staff		Boney Hay and Central	Defibrillators	Meeting at Ryecroft Shopping Centre re: fitting of defib	31.01.2025
5	03.02.2025	BTC Staff		Boney Hay and Central	Defibrillators	Start wiring defib at Ryecroft Shopping Centre	03.02.2025
6	03.02.2025	BTC Staff		Highfield	Coulter Lane Burial Ground	Received quotation for wall at Coulter Lane	03.02.2025
7	05.02.2025	BTC Staff		Chase Terrace	Fly Tipping	Remove fly tipped sofa from Ironstone Road	05.02.2025
8	07.02.2025	BTC Staff		Boney Hay and Central	Defibrillators	Install defib at Ryecroft Shopping Centre and make live	07.02.2025
9	07.02.2025	BTC Staff			Defibrillators	Change defib unit outside Lariot Europe Limited	07.02.2025
10	07.02.2025	BTC Staff			Defibrillators	Ask the Deputy Clerk to order more defib pads	07.02.2025
11	07.02.2025	BTC Staff		Chasetown	OMCC Maintenance	Clear sheds out	07.02.2025
12	10.02.2025	Councillor				Take down leaflets posted on lamp posts	10.02.2025

	Date reported	Reported by	Postcode	Ward	Category	Brief Description	Date completed
13	10.02.2025	BTC Staff				Clear out BuRRT from rubble removed from crash site	10.02.2025
14	12.02.2025	BTC Staff	WS7 9DR	Highfield	Burntwood Cemetery	Cleaned benches at cemetery	12.02.2025
15	12.02.2025	BTC Staff	WS7 9DR	Highfield	Burntwood Cemetery	Started to clean cemetery gates	12.02.2025
16	12.02.2025	BTC Staff			BuRRT Maintenance	Collected paperwork from M J Motors re: BuRRT	12.02.2025
17	14.02.2025	BTC Staff	WS7 9DR	Highfield	Burntwood Cemetery	Cemetery - change bins over	14.02.2025
18	14.02.2025	BTC Staff	WS7 9DR	Highfield	Burntwood Cemetery	Meeting with Middletons to arrange work schedule for trees	14.02.2025
19	17.02.2025	BTC Staff	WS7 9DR	Highfield	Burntwood Cemetery	Cemetery mark out plot	17.02.2025
20	17.02.2025	BTC Staff			Defibrillators	Defib checks	17.02.2025
21	17.02.2025	BTC Staff			Defibrillators	Put all defibs back online and emergency ready	17.02.2025
22	17.02.2025	BTC Staff			Reporting	Reported pot holes near Burntwood Memorial Hall	17.02.2025