

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
MONDAY 14 JULY 2025 COMMENCING AT 6.00 PM**

PRESENT

Councillor S Taylor (in the Chair)

Councillors Bacon, Bullock, D Ennis, L Ennis, Gittings, Swain, P Taylor, and Willis-Croft

In attendance

Ms Minor, Deputy Clerk

A Knox, Team Member, Response and Repair Team

M Jones, Principal Team Member, Response and Repair Team

PUBLIC FORUM

No questions were raised by members of the public.

7. **APOLOGIES FOR ABSENCE** were received from Councillor Bishop and Councillor Hancox.

8. **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.

9. **BuRRT UPDATE**

The Chair welcomed members of the Response and Repair Team to the meeting. Councillor D Ennis stated that it was great for Councillors to see what the Response and Repair Team were doing however these meetings would also give the team the opportunity to feedback any barriers to their job. The Team Member informed Councillors that a new iPad had been received which would give the team access to emails, WhatsApp etc which will be downloaded onto the device.

Councillor D Ennis referred to the creation of a works plan for the team which could enable the team to prioritise tasks. The Team Member confirmed that there is currently a jobs board where tasks are written on. The Chair thought that a works plan would make work more efficient. The Principal Team Member explained that Councillors are their eyes and ears around the town. The Deputy Clerk informed Members that the burrt@burntwood-tc.gov.uk email is available in the public domain and there is also a section on the Town Council's website (under Our Services) which gives details of the service. It was **AGREED** that the Deputy Clerk would email Members with the Response and Repair Team contact details.

Councillor D Ennis explained that if he believes that the job is priority, he emails the Team Member direct (not via the BuRRT email). Councillor P Taylor felt that this service was good publicity for the Town as well as the Town Council. It showed we were a proactive Council addressing issues before they escalated into major problems.

Principal Team Member explained that saving were being made as some of the tasks would need to be handed to a contractor. Also the team are able to provide a quick, instant response. The Chair confirmed that the Response and Repair Team Members would be attending a meeting every other month.

RESOLVED That the report of activities be noted.

(The Response and Repair Team left the meeting at 6.15pm)

10. 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 P Taylor and following a unanimous show of hands it was

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 16 June 2025 (Minute Nos. 1-6) be approved as a correct record.

11. INFORMATION FROM THE MINUTES

There was no information from the Minutes.

12. PLANNING APPLICATIONS

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

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|-----|--------------|-------------|---|---|
| (a) | 25/00708/FUH | Gorstey Ley | Miss Furby
10 Church Road
Burntwood | First floor side extension to form bedroom, new roof, and installation of 2 no. atriums to single storey rear extension |
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Members noted that this application had already been approved on 14 July 2025.

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| (b) | 25/00687/FULM | | Mr Dunlop
Blue Hoarded Site
Land off
Milestone Way
Burntwood | Erection of 2 units comprising Unit 4, 1399 sq m for retail or leisure use (Class Ea) or Class Ec) and Unit 5 2328sqm for retail and garden centre (Class Ea), 2 Drive Thru restaurants, including formation of new accesses off Robins Road and Morrisons service road, car parking, landscaping, and associated works |
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The Town Council supports the application as it is in line with the Burntwood Neighbourhood Plan which has allocated the site for retail and leisure development. The Local Planning Authority should give consideration to the opening hours, delivery times and any illuminated signage to ensure that disturbance for local residents is minimised.

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| (c) | 25/00733/FUH | Boney Hay and Central | Mrs Harwood
44 Chorley Road
Burntwood | Erection of single storey rear extension and two storey side extension to create additional master bedroom, en-suite, and family bathroom |
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No objection.

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|-----|--------------|-----------|---|--|
| (d) | 25/00281/FUL | Chasetown | Mr Willis
Abacus Day Nursery
Park Cottage
162 High Street
Chasetown | Single storey rear and side extensions to form classrooms and reception area and removal of canopy and cabin |
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The Town Council wish to refrain from making any comments until such time as the information requested by the Environmental Health Team is known.

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| (e) | 25/00763/FUH | Boney Hay and Central | Mr Ritbergeris
33 Bridge Cross Road
Burntwood | Demolition of existing conservatory and erection of a single storey rear extension |
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No objection.

(Councillor L Ennis left the meeting at 6.25pm)

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| (f) | 25/00370/COU | Chasetown | Almond Care Limited
4A Ash Grove
Burntwood | Change of use from single family dwelling (Class C3) to Class C2 use including garage conversion |
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The Town Council wish to refrain from making any comments until such time as the information requested by the Environmental Health Team and Staffordshire County Council - Highways is known.

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| (g) | 25/00371/COU | Chasetown | Almond Care Limited
4B Ash Grove
Burntwood | Change of use from single family dwelling (Class C3) to Class C2 use |
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The Town Council wish to refrain from making any comments until such time as the information requested by the Environmental Health Team and Staffordshire County Council - Highways is known.

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| (h) | 25/00666/FUH | Chasetown | Mr Carter
6A Union Street
Burntwood | Erection of timber single storey granny annexe |
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If the proposal is approved it should be occupied in a manner which is wholly ancillary to the use of the dwelling known as 6A Union Street and shall not be sold or let as a separate dwelling.

(The Meeting closed at 6.38 pm)

Signed Date