

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
THURSDAY 07 AUGUST 2025 COMMENCING AT 6.00 PM**

PRESENT

Councillor S Taylor (in the Chair)

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

In attendance

Ms Minor, Deputy Clerk

PUBLIC FORUM

No questions were raised by members of the public.

- 13. APOLOGIES FOR ABSENCE** were received from Councillor Bishop, Councillor Bullock and Councillor Gittings.

14. 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.

15. 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.

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 14 July 2025 (Minute Nos. 7-12) be approved as a correct record.

16. INFORMATION FROM THE MINUTES

Planning Application 25/00370/COU – 4A Ash Grove – Change of use from single family dwelling (Class C3) to Class C2 use including garage conversion

Planning Application 25/00371/COU – 4B Ash Grove – Change of use from single family dwelling (Class C3) to Class C2 use

Referring to Minute No. 12 – Planning Applications (14 July 2025 refers) Councillor S Taylor referred to the discussion thereon in respect of 4A and 4B Ash Grove and following the comments made by this Committee "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",

Members were advised that the applications had been refused by the Local Planning Authority on 28 July 2025 for the following reasons:

- a. The proposed change of use to a C2 residential institution within a residential setting would introduce a level and nature of activity that is materially different from the surrounding residential uses. This is due to concerns of noise from residents/occupiers, increased comings and goings of staff, visitors, and service providers, which would potentially result in significant noise and disruption. In the absence of any robust justification, noise mitigation or a submitted Noise Management Plan/Site Management Plan (including details of staff shift patterns) , it has not been fully demonstrated that the development would not result in an unacceptable level of noise and disturbance, causing harm to residential amenity. The proposal therefore conflicts with Policies CP3 (Delivering Sustainable Development), and BE1 (High Quality Design) of the Lichfield District Local Plan Strategy, the guidance within the Sustainable Design SPD, and paragraphs 135(f) and 198 of the National Planning Policy Framework.
- b. The Sustainable Design SPD recommends that C2 uses with this scale of occupation and staffing should provide seven off-street parking spaces. The application fails to demonstrate that this standard can be achieved without conflict. In practice, the level of vehicle activity associated with daily staff changeovers, in addition to visits from professionals, taxis, deliveries etc would result in excessive vehicle movements in a location not designed for this level of commercial intensity. This would cause harm to residential amenity and compromise highway and pedestrian safety given the lack of footpaths that lead to the site and with limited vehicle manoeuvrability. As such, the proposal is contrary to Policies CP3 (Delivering Sustainable Development), CP5 (Sustainable Transport), BE1 (High Quality Design) and ST2 (Parking Provision) of the Lichfield District Local Plan Strategy, the Sustainable Design SPD, and paragraphs 115 and 117 of the National Planning Policy Framework, which require development to provide safe access and adequate parking, and to avoid unacceptable impacts on amenity.

17. PLANNING APPLICATIONS

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

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|-----|---------------|--------------------------|--|--|
| (a) | 25/00843/FUH | Boney Hay
and Central | Ms Hawkins
18 Squirrels Hollow
Burntwood | Proposed porch and
canopy |
| | No objection. | | | |
| (b) | 25/00864/REM | Boney Hay
and Central | Mr Stoddard
75 Spinney Lane
Burntwood | Reserved matters
application for the
appearance, landscaping,
scale, access, and layout
for the erection of two
detached dwellings and
associated works (relating
to application
19/01719/OUT) |
| | No objection. | | | |

- | | | | | |
|-----|--------------|------------------|--|---------------------------------------|
| (c) | 25/00872/FUH | Chase
Terrace | Mr Dowman
61 Thorpe Street
Burntwood | Proposed two storey rear
extension |
|-----|--------------|------------------|--|---------------------------------------|

No objection

- | | | | | |
|-----|--------------|--------------------------|--|---|
| (d) | 25/00889/FUH | Boney Hay
and Central | Mr Darnley
6 Birch Terrace
Burntwood | Demolition of existing
wooden sheds and
erection of car port
(resubmission of
25/00439/FUH) |
|-----|--------------|--------------------------|--|---|

No objection in principle however the Town Council asks for clarification on whether the usage is for residential/personal vehicles or commercial/business vehicles.

- | | | | | |
|-----|--------------|--|---|---|
| (e) | 25/00924/ADV | | Mr Chittenden
Johnsons
Unit 1, Zone 1
Burntwood Business Park
Attwood Road
Burntwood | Removal of existing
signage and the display of
5 no. illuminated fascia
signs, 1 no. illuminated
pylon sign and new
illuminated entrance
portal |
|-----|--------------|--|---|---|

No objection.

- | | | | | |
|-----|--------------|------------------|--|--------------------------------|
| (f) | 25/00912/FUH | Chase
Terrace | Mrs Martin
9 Paget Drive
Burntwood | Proposed new boundary
fence |
|-----|--------------|------------------|--|--------------------------------|

No objection in principle however the Local Planning Authority to ensure that the proposed new boundary fence does not reduce the openness and change the character of the streetscene.

18. BuRRT UPDATE

Referring to Minute No. 9 – BuRRT Update (14 July 2025 refers) Members were asked to consider the purchase of a pull up banner. Members felt that the pull up banner could be displayed at many of the Town Council's events. Councillor D Ennis felt that the pull up banner could also be displayed at the 'road side' when the Response and Repair Team are undertaking work in the community. Councillor P Taylor stated that the pull up banner needed to be heavy duty/robust for outdoor use. Councillor D Ennis thought that the proposed wording on the pull up banner was a little complicated and less wording would be better. Members felt that a QR code was also needed.

RESOLVED That

- a. the report of activities be noted.
- b. the Deputy Clerk in consultation with Councillor S Taylor redesigns the pull up banner and checks that the pull up banner is designed for outdoor use.

(The Meeting closed at 6.17 pm)

Signed Date