



The Old Mining College Centre
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Our Ref: SL/JM

08 October 2025

To: All Members of the Planning and Development Committee

Councillors S Taylor (Chair), Gittings (Vice-Chair), Bishop, Bullock, D Ennis, L Ennis, Hancox, Kube, Swain, P Taylor, and Willis-Croft

Dear Councillor

PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee will meet on **Wednesday 15 October 2025 at 6:00 pm at the 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. BuRRT UPDATE

The Burntwood Response and Repair Team to attend to provide information regarding BuRRT's function to see how Councillors can make better use of BuRRTs services in the community. To review and debate the activities of the Burntwood Response and Repair Team and to consider the purchase of a A-Frame Pavement Sign (**ENCLOSURE NO. 1A AND 1B**).

4. MINUTES

To approve as a correct record the Minutes of the Planning and Development Committee Meeting held on 15 September 2025 (Minute Nos. 19-24) (**ENCLOSURE NO. 2**).

5. INFORMATION FROM THE MINUTES

6. PLANNING APPLICATIONS

To consider the enclosed schedule of planning applications (**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.

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward	Description	Date Completed
1.	02.09.2025	Staff	BTC	Highfield	Clear compound at Cemetery	02.09.2025
2.	08.09.2025	Member of the Public	BTC	Highfield	Complaint received regarding graves looking a mess – removed excess soil	08.09.2025
3.	10.09.2025	Cllr Bullock via the BuRRT Email	LDC	Chase Terrace	Overgrown Hedges – car park opposite Chase Terrace Primary School	Reported to LDC on 12.09.2025
4.	10.09.2025	Staff	BTC	Highfield	Mark out plots for burials	10.09.2025
5.	10.09.2025	Staff	BTC	Chasetown	Put new boards on rear and inside of phone box on Oakdene Road (defib preparation)	10.09.2025
6.	12.09.2025	Staff	BTC		Load up BuRRT ready for market on 14.09.2025	12.09.2025
7.	16.09.2025	Staff	BTC		Empty BuRRT following market on 14.09.2025	16.09.2025
8.	16.09.2025	Staff	BTC	Chasetown	Load up BuRRT with defib box, fit light and defib box to phone box on Oakdene Road	16.09.2025
9.	17.09.2025	Staff	BTC	Chasetown	Connect power to Oakdene Road defib and install decals and glass	17.09.2025
10.	18.09.2025	Staff	BTC	Highfield	Close gates at Cemetery	18.09.2025
11.	19.09.2025	Staff	BTC	Highfield	Open and Close gates at Cemetery	19.09.2025
12.	19.09.2025	Staff	BTC	Chasetown	Check defib at Lariot Europe Limited	19.09.2025
13.	19.09.2025	Staff	BTC		Collect remaining stickers from Staffordshire Signs and Graphics for Oakdene Road defib	19.09.2025
14.	19.09.2025	Staff	BTC	Chasetown	OMCC – stall new plug sockets in basement	19.09.2025
15.	19.09.2025	Staff/Cllr Ennis	BTC	Chase Terrace	Sort out fire alarm at Community Centre	19.09.2025
16.	22.09.2025	Staff	BTC		Check defib at Chasewater	22.09.2025
17.	22.09.2025	Staff	BTC	Chasetown	Chase up repair needed to boiler at OMCC and repair lock on middle door in corridor	22.09.2025
18.	23.09.2025	Staff	BTC	Chasetown	Move boards needed for OMCC toilet refurbishment	23.09.2025
19.	23.09.2025	Staff	BTC	Chasetown	Remove weeds in OMCC garden	23.09.2025
20.	23.09.2025	Staff	BTC	Boney Hay and Central	Check Xmas lights for Boney Hay Xmas Tree	23.09.2025
21.	25.09.2025	Staff	BTC	Boney Hay and Central	Assess wasps nest at Boney Hay Xmas Tree location	25.09.2025

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward	Description	Date Completed
22.	25.09.2025	Staff	BTC	Chasetown	Put remaining stickers on phone box on Oakdene Road and clear/clean site	25.09.2025
23.	26.09.2025	Staff	BTC	Chasetown	Change power supply at Sankey's Corner Xmas Tree light box	26.09.2025
24.	26.09.2025	Staff	BTC		Chase up Perspex for defib box	26.09.2025
25.	29.09.2025	Staff	BTC	Highfield	Change lock at cemetery	29.09.2025
26.	29.09.2025	Staff	BTC	Chasetown	Remove litter from front of OMCC	29.09.2025
25.	29.09.2025	Cllr Ennis			General Tidying Up	



Product Description

- A Frame pavement sign aluminium snap frame A2
- Features a front opening 32mm profile aluminium silver anodised clip frame with rounded corners for safety
- Also features a galvanised steel back panel added for weight and stability making it suitable for indoor and outdoor use
- A flat fold design which can be stored away easily
- Protected by anti-glare and UV
- Dimensions: A2

Leadtime for delivery is approximately 5-7 working days.

Cost: £50 plus VAT

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
MONDAY 15 SEPTEMBER 2025 COMMENCING AT 6.02 PM**

PRESENT

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

In attendance

Ms Minor, Deputy Clerk

PUBLIC FORUM

No questions were raised by members of the public.

- 19. APOLOGIES FOR ABSENCE** were received from Councillor Bullock, Councillor D Ennis, Councillor Hancox and Councillor S Taylor.

20. 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.

21. BuRRT UPDATE

In the absence of the Burntwood Response and Repair Team staff, Members were informed that a Member (not a Committee Member) had confirmed that he had submitted reports to the BuRRT email address twice in July and twice in August. Even though these had been actioned, they do not appear on the list. The Member also felt that there was no need to include all the work being done to the Town Council's own buildings e.g. the Old Mining College Centre and the Chase Terrace Community Centre. Presumably, this information could be given if requested by Members and he felt that the report itself was supposed to inform Members of the value of BuRRT's work in the community and how it might reveal a particular problem or need for a service not a report on officer's time. With regard to the types of issues raised he suggested a column indicating which organisation are really responsible e.g. District Council or County Council etc would be helpful.

Referring to the comments made, Councillor P Taylor felt that this was not what the Committee had asked for. The report showed tasks undertaken which if not undertaken by BuRRT may have resulted in the task(s) being outsourced to contractors. It also showed a proactive Council addressing issues before they escalated into major problems.

Councillor L Ennis felt that the 'date reported' can sometimes get mixed up when problems/jobs etc are reported by text, email (direct to the officer and not via the BuRRT email) or a direct phone call to the officer. She suggested that perhaps the 'date reported' column could be tidied up and the Deputy Clerk explained that she can access the BuRRT email and will help the officer to complete the information.

Members **AGREED** that the 'postcode' column would be removed from the report and replaced with a 'responsibility' column. It was **AGREED** that the Chair of this meeting would send a reply to the Member following the comments made by the Committee.

22. MINUTES

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

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

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 07 August 2025 (Minute Nos. 13-18) be approved as a correct record.

23. INFORMATION FROM THE MINUTES

Planning Application 25/00308/FUL Land Adjacent Maple Hayes School, Abnalls Lane Side extension to an existing agricultural shed

Referring to Minute No. 5 – Planning Applications (16 June 2025 refers) the Deputy Clerk referred to the discussion thereon in respect of land adjacent Maple Hayes School and following the comments made by this Committee “No objection in principle as long as the shed is used for agricultural use only. If the Local Planning Authority is mindful to approve the application, then the comments made by Lichfield District Council's Arboricultural Officer should be placed on any approval and the proposal must comply with current Green Belt criteria”, Members were advised that the application had been refused by the Local Planning Authority on 11 August 2025 for the following reason:

a. By virtue of a lack of accurate and updated information, an assessment of how 10% biodiversity net gain will be achieved is not possible and as such, if granted planning permission, there is no guarantee if 10% biodiversity net gain will be achieved, hence would be contrary to Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021), the requirements of policy NR4 (Trees, Woodland and Hedgerows) of the Lichfield Local Plan strategy and the National Planning Policy Framework.

Planning Application 25/00912/FUH 9 Paget Drive Proposed new boundary fence

Referring to Minute No. 17 – Planning Applications (07 August 2025 refers) the Deputy Clerk referred to the discussion thereon in respect of 9 Paget Drive and following the comments made by this Committee “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”, Members were advised that the application had been refused by the Local Planning Authority on 03 September 2025 for the following reason:

a. The proposed fencing would introduce a hard landscaped boundary on a currently open corner of Padget Drive. The fencing, by virtue of the chosen material and related height would have an oppressive appearance in a prominent area of the streetscene, creating a harsh sense of enclosure, failing to relate positively to the character of the location. It is for this reason that the design/height/extent of the proposal would be considered contrary to policies CP3 and BE1 of the Lichfield District

Local Plan Strategy, Policy B5 of the Burntwood Neighbourhood Plan and design policies contained within the NPPF.

24. PLANNING APPLICATIONS

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

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|-----|--------------|-----------|--|--|
| (a) | 25/00966/CLE | Highfield | Miss Purchase
74 Woodhouses Road
Burntwood | Certificate of Lawfulness (Existing):
Confirmation that the implementation of drainage infrastructure represents the commencement of development (20/00203/FUL) |
|-----|--------------|-----------|--|--|

Members noted that this application had been withdrawn on 11 August 2025.

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|-----|--------------------------|-----------|--|---|
| (b) | SCC/25/0065/F
ULL-MIN | Chasetown | Chasetown Community School
Church Street
Burntwood | Proposed standalone general teaching unit, creation of a hard surface playground and extra car parking spaces |
|-----|--------------------------|-----------|--|---|

No objection.

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|-----|--------------|-----------|--|--|
| (c) | 25/00999/FUH | Chasetown | Ms Durkin
26 Bridge Cross Road
Burntwood | Side and rear extension and conversion of garage |
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If the proposal is approved the detached garage conversion should be occupied in a manner which is wholly ancillary to the use of the dwelling known as 26 Bridge Cross Road and shall not be used, sold, or let as a separate dwelling.

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| (d) | 25/00996/OUT | Boney Hay and Central | Mr Dixon
Rear of 37 Rugeley Road
Burntwood | Outline application for the erection of two dwellings including details of means of access |
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Members noted that this application had been refused on 15 September 2025.

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| (e) | 25/01038/FUH | Boney Hay and Central | Mr Sankey
45 Spinney Lane
Burntwood | Retrospective application for proposed single storey rear extension and render to front elevation |
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Concerns were raised by Members as the single storey rear extension appears to be disproportionate in comparison to the rear garden and appears to infringe on the neighbours 'right to light'.

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| (f) | 25/01027/FUH | Chase Terrace | Ms Bromley
22 New Street
Chase Terrace | Proposed two storey rear extension |
| No objection. | | | | |
| (g) | 25/01030/FUH | Boney Hay and Central | Mr Wray
1 Morlings Drive
Burntwood | Replacement and enlargement of existing porch, construction of detached single storey garage and replacement boundary wall and fencing |

If the proposal is approved the detached garage conversion should be occupied in a manner which is wholly ancillary to the use of the dwelling known as 1 Morlings Drive and shall not be used, sold, or let as a separate dwelling.

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| (h) | 25/01025/COU | Chasetown | Reanwood Care Group Ltd
4 Elunda Grove
Burntwood | Change of use to care home for up to 2 children and up to 3 carers at any time |
|-----|--------------|-----------|--|--|

OBJECTION the proposal is contrary to the interests of highway safety as the parking is not accessible as the two vehicle spaces shown on the plan currently cannot be accessed safely due to the streetlight. Concerns were also raised as residential childrens homes can cause significant noise impacts upon local amenity, above and beyond what is typically experienced in a residential area. The applicant should confirm how this will be managed in a noise management plan.

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|---------------|--------------|----------------------------|--|--|
| (i) | 25/01050/FUH | Summerfield and All Saints | Mr and Mrs Spurr
150 Norton Lane
Burntwood | Erection of a single storey rear extension to create new lounging space |
| No objection. | | | | |
| (j) | 25/01068/FUH | Boney Hay and Central | Mr Williams
36 Slade Avenue
Burntwood | Erection of a single storey rear extension and part conversion of garage |

No objection.

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| (k) | 25/01039/COU | | Mr Thacker
Starter Unit L13
Zone 2
Burntwood Business Park | Change of use of industrial unit from Use Class B8 to |
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			Ring Road Burntwood	Pilates Studio (Use Class E)
	No objection.			
(l)	25/01086/COU	Chasetown	Almond Care Limited 4A and 4B Ash Grove Burntwood	Change of use from 2 no. single family dwellings (Class C3) to Class C2 use including garage conversion

The proposed change of use to a C2 residential institution within a residential setting Members felt 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. Members felt that 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. In the absence of any robust justification, noise mitigation or a submitted noise management plan the Town Council's refrains from making further observations until such time as this information is provided.

(m)	25/01060/FULM	Chasetown	Lidl Land off Cannock Road Chase Terrace	Variation of Condition 2 of planning permission 24/00843/FULM relating to the food store design, drainage and associated works
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No objection.

(The Meeting closed at 6.47 pm)

Signed

Date

Planning and Development Committee: Applications for Consideration: 15 October 2025

	Application No.	Ward	Site	Proposal
(a)	25/01108/FUH	Summerfield and All Saints	Mr Hubble 177 Chase Road Burntwood	Reinstatement (rebuild) of carport
(b)	25/01163/FUH	Chase Terrace	Mrs Martin 9 Paget Drive Burntwood	Proposed new boundary fence
(c)	25/01141/FUH	Boney Hay and Central	Mr Ritbergeris 33 Bridge Cross Road Burntwood	Erection of a single storey two bedroom granny annexe
(d)	25/01166/FUH	Gorstey Ley	Mr Hall-Woodcock 57 Church Road Burntwood	Replacement of cement render, erection of a single storey rear extension and detached outbuilding
(e)	25/01167/LBC	Gorstey Ley	Mr Hall-Woodcock 57 Church Road Burntwood	Works to listed building to enable the replacement of cement render, erection of a single storey rear extension and detached outbuilding
(f)	25/01117/FUL	Chasetown	Nick and Stuart Property Ltd 13 High Street Chasetown	Demolition of existing buildings and erection of 2 no. two bedroom apartments and associated works