



The Old Mining College Centre
Queen Street
BURNWOOD
WS7 4QH

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www.burntwood-tc.gov.uk

Our Ref: SL/JM

08 December 2025

To: All Members of the Planning and Development Committee

Councillors S Taylor (Chair), Gittings (Vice-Chair), Bishop, Bullock, Craik, 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 **Monday 15 December 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 (**ENCLOSURE NO. 1**).

4. MINUTES

To approve as a correct record the Minutes of the Planning and Development Committee Meeting held on 17 November 2025 (Minute Nos. 31-36) (**ENCLOSURE NO. 2**).

5. INFORMATION FROM THE MINUTES

6. PLANNING APPLICATIONS

To consider the enclosed schedule of planning applications (**ENCLOSURE NO. 3**).

7. PROPOSED BASE STATION UPGRADE – VODAFONE THREE LIMITED, PROSPECT ROAD, BURNTWOOD – REMOVAL AND REPLACEMENT OF 6 NO. ANTENNAS, INSTALLATION OF 1 NO. NEW 600MM DISH AND 1 NO. NEW 300MM DISH WITH OTHER ASSOCIATED ANCILLARY WORKS

This is for information purposes only and no decision is required by the Committee as the proposed scheme constitutes permitted development and does not require a prior approval/planning application to be submitted to the Local Planning Authority (**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.

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward or OMCC, Community Centre	Description	Date Completed
1	10.11.2025	Staff	BTC		Put up Christmas banners around the town	10.11.2025
2	10.11.2025	Cllr Norman	LDC		Contacted LDC regarding graffiti reported by Cllr Norman	10.11.2025
3	10.11.2025	Member of the Public	SCC	Boney Hay and Central	Reported bushes on Spinney Lane to SCC	10.11.2025
4	12.11.2025	Staff	BTC		Wrapped Christmas presents for Sankey's Corner event	12.11.2025
5	12.11.2025	Staff	BTC	Boney Hay and Central	Check defib at Morley Road Shopping Centre	12.11.2025
6	13.11.2025	Cllr Coe (Burntwood Litter Heroes)	Private Ownership	Summerfield and All Saints	Dumped mattress, rubble in alleyway in Leafenden Avenue. Dumped tyres, carpets, blue and brown bins full of all sorts, old caravan – Cllr Coe already reported to LDC but asked if BuRRT could help if no response from District Council. Emailed LDC.	14.11.2025
7	13.11.2025	Staff	BTC	OMCC	OMCC maintenance – cleared leaves	13.11.2025
8	19.11.2025	Staff	BTC		Collected equipment needed to put fences around Xmas trees	19.11.2025
9	20.11.2025	Staff	BTC		Erected fence around Boney Hay Xmas tree, changed power supply for lights and put up Xmas Banner	20.11.2025
10	20.11.2025	Staff	BTC	Community Centre	Community Centre - Demonstrated fire test	20.11.2025
11	20.11.2025	Staff	BTC		Collected paint for graffiti up Sankey's Corner and covered over graffiti on electrical box	20.11.2025
12	20.11.2025	Sponsor of Traffic Island	BTC		Fixed two signs on Peppermills sponsored roundabout	20.11.2025
13	20.11.2025	Staff	BTC		Erected fence around Xmas tree at Sankey's Corner	20.11.2025
14	24.11.2025	Staff	BTC	OMCC	OMCC maintenance – cleared leaves	24.11.2025
15	24.11.2025	Staff	BTC		Loaded up BuRRT for Boney Hay Xmas Event, checked Xmas lights, set up and take down BTC Gazebo for Xmas Event	24.11.2025
16	27.11.2025	Staff	BTC		Recharge lights for Sankey's Corner Xmas Event	27.11.2025
17	27.11.2025	Staff	BTC	Cemetery	Met with contractor re: fitting of benches	27.11.2025
18	28.11.2025	Staff	BTC		Loaded up BuRRT for Sankey's Corner Xmas Event and dropped off vehicle at Sankey's Corner	28.11.2025

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward or OMCC, Community Centre	Description	Date Completed
19	28.11.2025	Staff	BTC	Community Centre	Fixed Key Safe at Community Centre	28.11.2025
20	01.12.2025	Staff	BTC		Collected BuRRT from Community Centre	01.12.2025
21	01.12.2025	Staff	BTC		Emptied BuRRT from Xmas Events and cleaned equipment and recharged lights	01.12.2025

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
MONDAY 17 NOVEMBER 2025 COMMENCING AT 6.01 PM**

PRESENT

Councillor Gittings (in the Chair)
Councillors Bishop, D Ennis, L Ennis, Hancox, Kube, Swain, and Willis-Croft

In attendance

Ms Minor, Deputy Clerk

PUBLIC FORUM

No members of the public were present.

- 31. APOLOGIES FOR ABSENCE** were received from Councillor Bullock, Councillor S Taylor, and Councillor P Taylor.

32. 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.

33. BuRRT UPDATE

Referring to Minute No. 27 – BuRRT Update (15 October 2025 refers), and in particular to Councillor D Ennis's comments where he thought that the BuRRT vehicle was itself an advertising platform, the Deputy Clerk confirmed that a quotation had been received in the sum of £56.86 plus VAT which included QR codes, Report your issues here → and removal of old QR codes and adhesive before application of new decals. To clarify the Deputy Clerk asked if Members wished to also pursue with the purchase of an A-frame. Members confirmed that the A-frame was not required.

Referring to members of the public who are less technical or those who do not own a smartphone, Councillor Gittings suggested a printed form so that all members of the public could report issues and these could be made available at Town Council events e.g. the Burntwood Markets.

It was proposed by Councillor D Ennis, seconded by Councillor Swain and

RESOLVED That the decals be ordered in the sum of £56.86 plus VAT and that a form be printed.

Referring to the BuRRT reported activities, Councillor D Ennis asked if the column headed Ward could be amended to better reflect the description as he felt that work undertaken at the Old Mining College Centre should not be warded up as Chasetown but OMCC.

RESOLVED That the report of activities be noted and that the form be amended accordingly to reflect the comments made by Councillor D Ennis.

34. 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 D Ennis and following a unanimous show of hands it was

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 15 October 2025 (Minute Nos. 25-30) be approved as a correct record.

35. INFORMATION FROM THE MINUTES

The Deputy Clerk explained that there was no Information from the Minutes to report on this occasion.

36. PLANNING APPLICATIONS

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

- | | | | | |
|-----|--------------|---------------|--|---|
| (a) | 25/01154/FUL | Chase Terrace | Mr J Bradshaw
Bleak House Farm
Ironstone Road
Burntwood | Erection of single storey extension to café/farm shop |
|-----|--------------|---------------|--|---|

Whilst there are no objections to the principle of the works, the Local Planning Authority must satisfy themselves that the proposal conforms to Green Belt criteria.

- | | | | | |
|-----|--------------|-----------|--|--|
| (b) | 25/01176/COU | Highfield | Mr and Mrs Newton
The Barn
Padbury Lane
Burntwood | Conversion of the existing barns into four dwellings with gardens and all other associated works |
|-----|--------------|-----------|--|--|

OBJECTION to the change of use of agricultural buildings to form 4 dwellings as the dwellings would have a significant impact on the green belt and represents inappropriate development.

- | | | | | |
|-----|--------------|-----------------------|---|---------------------------------------|
| (c) | 25/01260/FUH | Boney Hay and Central | Mr Constantine
205 Rugeley Road
Chase Terrace | Proposed single storey rear extension |
|-----|--------------|-----------------------|---|---------------------------------------|

No objection.

- | | | | | |
|-----|--------------|---------------|---|------------------------------|
| (d) | 25/01296/FUH | Chase Terrace | Mr and Mrs Pye
19 Hill Lane
Burntwood | Single storey rear extension |
|-----|--------------|---------------|---|------------------------------|

No objection.

(e)	25/01323/FUH	Boney Hay and Central	Mr Fisher 14 Birch Terrace Burntwood	New pitched roof on existing garage/gym
	No objection.			
(f)	25/01353/FUH	Summerfield and All Saints	Mrs Beardmore 54 St Pauls Road Burntwood	Loft conversion to existing bungalow with front dormer window
	No objection.			
(g)	25/01377/FUH	Boney Hay and Central	Mr Hiphiss 33 Boney Hay Road Burntwood	Retention of single storey front extension
	No objection.			
(h)	25/01321/FUH	Boney Hay and Central	Miss McAlinden 2 Lymington Road Burntwood	Proposed single storey rear extension and garage conversion
	No objection.			
(i)	25/01391/ADV	Chasetown	Kia UK Limited Acorn Kia Cannock Road Chase Terrace	Erection of 1 no. illuminated totem sign, 1 no. illuminated text and logo sign and 1 no. non-illuminated entrance gate

No objection in principle however the Local Planning Authority to be mindful of the accumulated effect of the previous applications and operating hours of the signs (avoid unsociable hours) to minimise any detriment to nearby neighbours.

(The Meeting closed at 6.18 pm)

Signed

Date

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

	Application No.	Ward	Site	Proposal
(a)	25/01431/FUL	Chasetown	Autosmart International Limited Unit 9, Zone 1 Burntwood Business Park Attwood Road Burntwood	Section 73 application to permission of 23/00353/FUL to vary condition 2 relating to the siting of tank SV01
(b)	25/01392/FUH	Hunslet	Mr Hunt 47 Hunslet Road Burntwood	Single storey side extension
(c)	25/01485/OUTM	Highfield	Bloor Homes Limited Land at Coulter Lane Farm Coulter Lane Burntwood	Outline planning application (with all matters reserved except primary means of vehicular access from Church Road) for the demolition of 59 Church Road (and associated buildings) and the construction of up to 250 dwellings, associated access, drainage, green and blue infrastructure, ground remodelling and ancillary infrastructure

SITE LOCATION



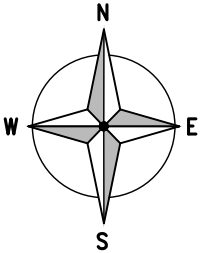
SITE LOCATION

(Scale 1:50000)

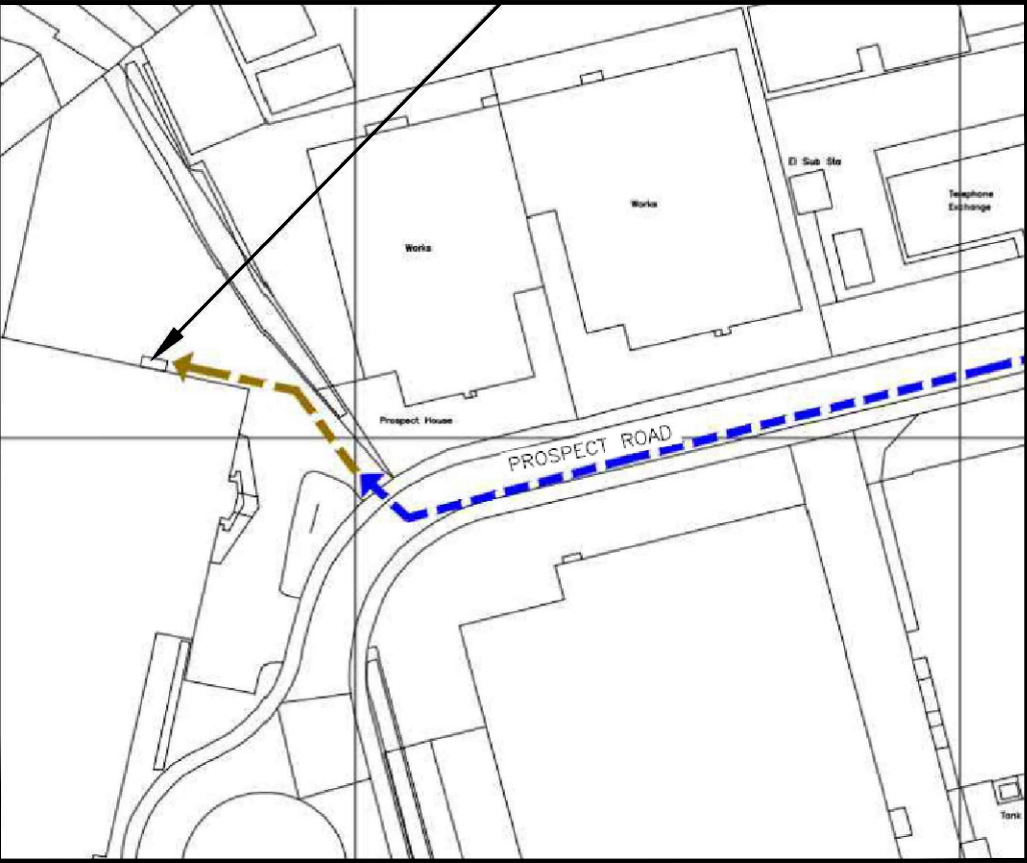
Ordnance Survey map extract
based upon Landranger map series
with the permission of the controller of
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Crown copyright.



SITE PHOTOGRAPH



- ← = Right of Access
- ← = Public Access Route



DETAILED SITE LOCATION

(Scale 1:1250)

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SITE LOCATION
W3W COMPOUND
REDS.ORCHESTRA.PULL

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 405654 N: 308920

DIRECTIONS TO SITE:

FROM THE M6 NORTHBOUND TAKE EXIT 11
TO THE A460 TO STAFFORDSHIRE. FOLLOW
THE A460 THEN TAKE THE A5190 TOWARDS
BURNTWOOD. AT THE FIRST ROUNDABOUT IN
BURNTWOOD TAKE THE SECOND EXIT TOWARDS
MINERS WAY, CONTINUE FOLLOWING THE
A5190 AS IT CHANGES TO BRIDGE CROSS RD
AND CANNOCK RD. TAKE A RIGHT TURN ONTO
PROSPECT RD. THE SITE IS LOCATED 530FT
STRAIGHT AHEAD ON THE RIGHT.

1A CONSTRUCTION ISSUE GL CIRCET 31.10.25

REV MODIFICATION BY CH DATE



Unit 27F-G, Hartlebury Trading Estate, Crown
Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name				Opt.
BURNTWOOD ENG CO LTD				—

Cell ID No				
CSID	✓	VF	—	TEF
12282126		4084_32		—
Project No.	—	N/A	—	N/A
—		—		—

Site Address / Contact Details	
PROSPECT ROAD BURNTWOOD NEATH AND PORT TALBOT WS79 AL	

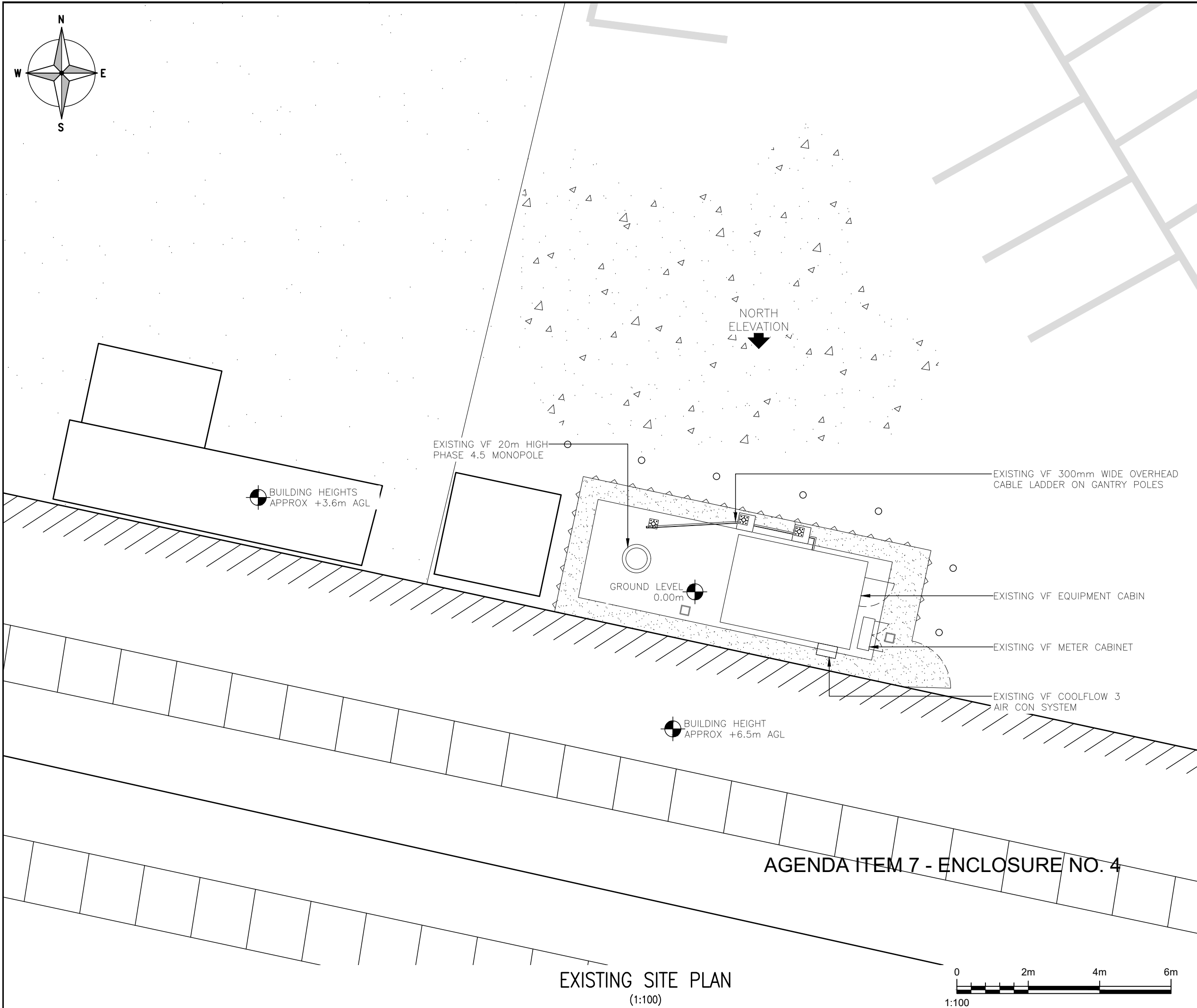
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Purpose of issue:	CONSTRUCTION	Dwg Rev:
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Drawing Number:	100	1A
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ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R

E: 405654

N: 308920

NOTES:

1A	CONSTRUCTION ISSUE	GL	CIRCET	31.10.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



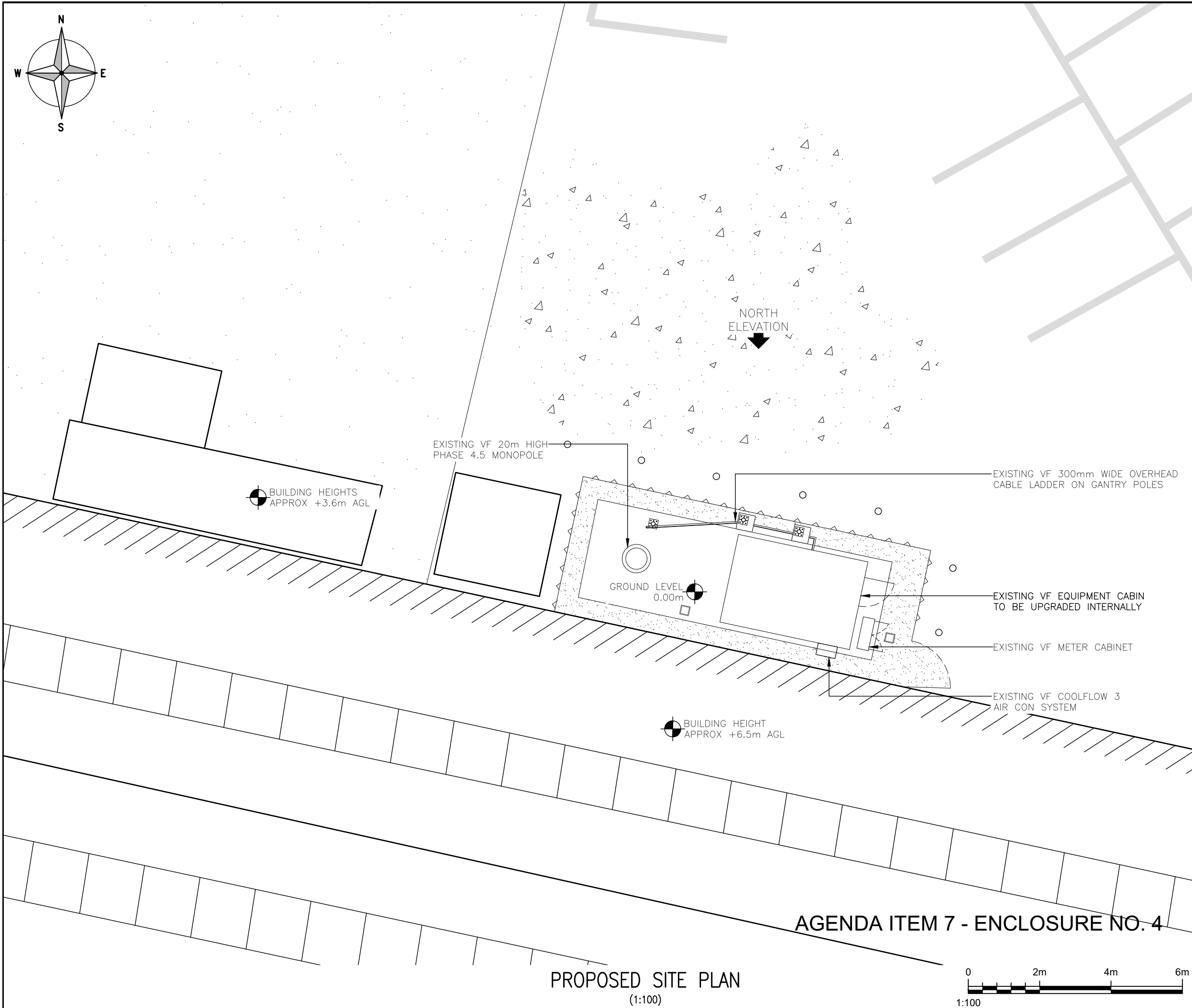
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Project No.	-	N/A	-	N/A
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Site Address / Contact Details

PROSPECT ROAD
BURNTWOOD
NEATH AND PORT TALBOT
WS79 AL

Drawing Title:
EXISTING SITE PLAN

Purpose of issue:		Dwg Rev:
CONSTRUCTION		
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UK AIRCOMMS	A3	
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		Date:
		31.10.25
		1A



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

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E: 405654

N: 308920

NOTES:

1A	CONSTRUCTION ISSUE	GL	CIRCET	31.10.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name				Opt.
BURNTWOOD ENG CO LTD				-
Cell ID No				
CSID	✓	VF	-	TEF
12282126		4084_32		-
Project No.	-	N/A	-	N/A
-		-		-

Site Address / Contact Details

PROSPECT ROAD
BURNTWOOD
NEATH AND PORT TALBOT
WS79 AL

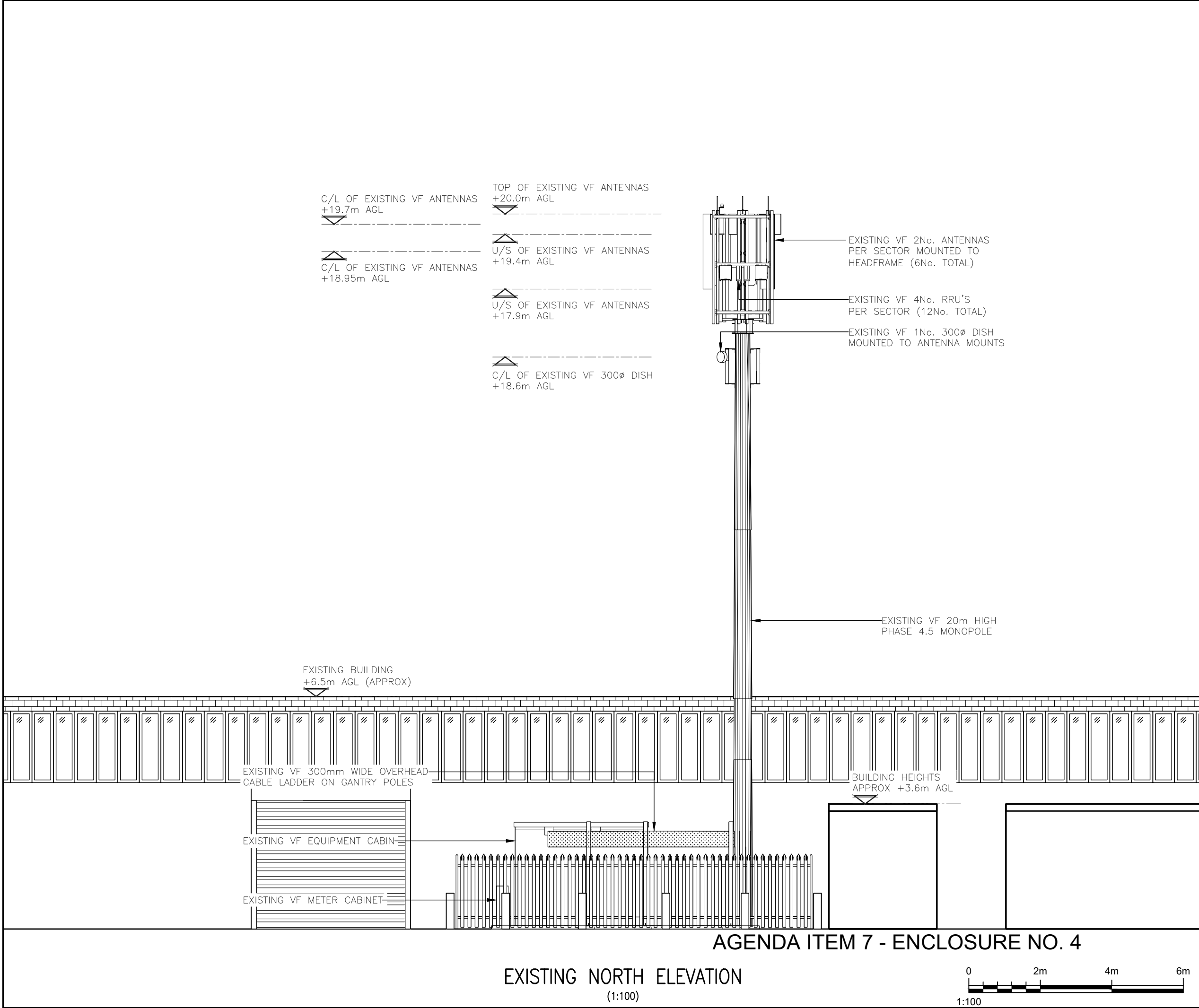
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PROPOSED SITE PLAN

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Drawn: GL	Date: 31.10.25	Checked: CIRCET
	Date: 31.10.25	1A

AGENDA ITEM 7 - ENCLOSURE NO. 4

PROPOSED SITE PLAN
(1:100)





ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R

E: 405654

N: 308920

NOTES:

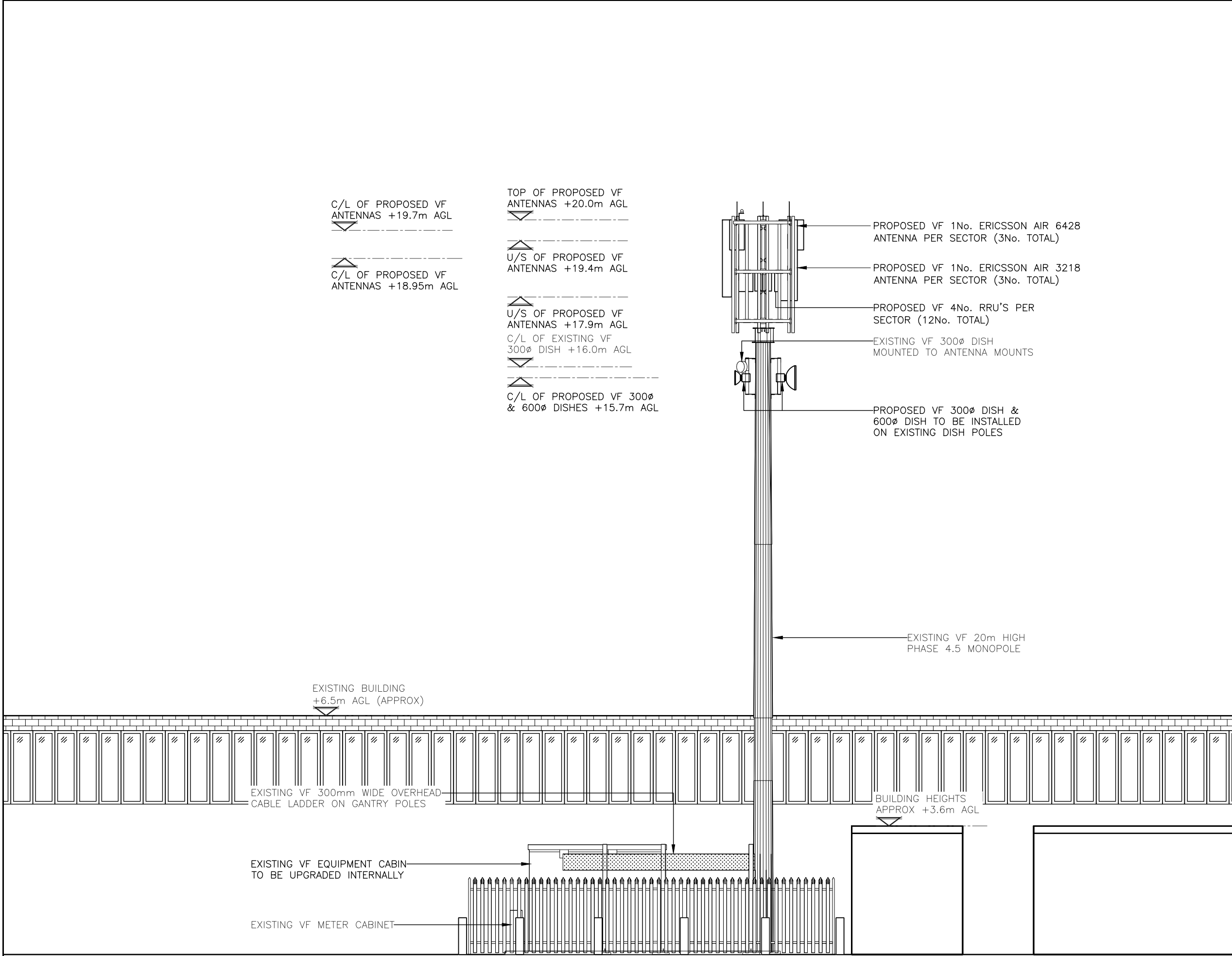
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REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name				Opt.
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Cell ID No				
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Project No.	-	N/A	-	N/A
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Site Address / Contact Details				
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Purpose of issue: CONSTRUCTION				Dwg Rev:
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ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

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E: 405654

N: 308920

NOTES:

1A	CONSTRUCTION ISSUE	GL	CIRCET	31.10.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name				Opt.
BURNTWOOD ENG CO LTD				-
Cell ID No				
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Project No.	-	N/A	-	N/A
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Site Address / Contact Details				
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Drawn: GL	Date: 31.10.25	Checked: CIRCET	Date: 31.10.25	1A

AGENDA ITEM 7 - ENCLOSURE NO. 4

PROPOSED NORTH ELEVATION

(1:100)

