



The Old Mining College Centre
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Our Ref: SL/JM

16 March 2026

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 23 March 2026 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. MINUTES

To approve as a correct record the Minutes of the Planning and Development Committee Meeting held on 09 February 2026 (Minute Nos. 50-55) (**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 AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
MONDAY 09 FEBRUARY 2026**

PRESENT

Councillor Gittings (in the Chair)

Councillors Craik, D Ennis, L Ennis, Hancox, Kube, 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

Two members of the public

Planning Application 26/00038/FUL – Flat Above, 28 Queen Street –

First floor extension to create new entrance to flat and installation new metal staircase

Mr Guest explained that he lived adjacent to the proposed first floor extension and was the person who had informed Lichfield District Council of the works being carried out without planning permission. Members were informed that a planning application had since been submitted and that the building works had ceased. Mr Guest explained that the wooden structure on the flat roof of the ground floor extension is to be covered and rendered to match the existing rendering however he was not happy with the platform at the end of the roof and the steel staircase as he felt that this infringed his privacy from his landing windows. Mr Guest confirmed that he had written an objection to Lichfield District Council on 28 January 2026.

Following the Deputy Clerk's pre-meeting with Councillor S Taylor on Thursday 05 February, where it was noted that the objection written by Mr Guest did not appear on the planning portal, Councillor P Taylor informed Members that he had personally handed in a copy of Mr Guest's letter on the evening of Thursday 05 February and had received confirmation that the neighbour response would be uploaded to the planning portal. The Deputy Clerk confirmed that the neighbour response had been uploaded and was dated 06 February 2026.

50. APOLOGIES FOR ABSENCE were received from Councillor Bullock and Councillor S Taylor.

51. 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.

52. BuRRt UPDATE

The Chair thanked the Response and Repair Team members for the work undertaken.

Councillor D Ennis referred to recent social media posts and the grit bins maintained by the Town Council and felt that the Town Council did not get enough recognition. He explained that in fact the Town Council were adding more grit bins to their maintenance list.

In the absence of Councillor S Taylor due to ill health, Councillor P Taylor explained that Councillor S Taylor, as Chair, had been in communication with a Member of the Council, who was not a Member of this Committee, and she had been minded to ask the Committee if a target date column could be added to the report of activities. Referring to previous discussions, Councillor P Taylor stated that this Member had previously raised concerns regarding the reporting of tasks/jobs undertaken by BuRRT which had previously been discussed in depth. From 08 January, the current format of the report did not reflect all of the work carried out by the Response and Repair Team members (maintenance undertaken at the Old Mining College Centre and Chase Terrace Community Centre etc were not included in the report).

The Principal Team Member explained that they had been told not to include maintenance tasks undertaken at the Old Mining College Centre or the Chase Terrace Community Centre in the report. He explained that they were disgruntled as they felt that under the current format of the report Members were unaware of exactly what tasks they undertook.

The Team Member explained that they prioritised each task. The Principal Team Member explained that savings were being made as some of the tasks undertaken inhouse would need to be outsourced to an external contractor.

Councillor D Ennis explained that when the initiative was first discussed (Policy and Resources Committee dated 29 March 2022 refers), it was to implement a new service for the town above and beyond what the Town Council was previously carrying out which would involve a whole new budget. The initiative would highlight what 'extra' the scheme would bring to the town.

Councillor P Taylor explained that the Committee had repeatedly acknowledged the extra work undertaken by BuRRT and the savings made and he felt that all tasks undertaken needed to be recorded.

Councillor L Ennis reminded the Committee that all Members of the Council were entitled to put in a 'request/suggestion' for consideration by this Committee, however, Councillors decided not to include a target date column at this moment in time.

It was proposed by Councillor P Taylor, seconded by Councillor Kube, and following a unanimous show of hands it was

RESOLVED That

- a. the report of activities be noted.
- b. all works undertaken by BuRRT be included on the list and that the task/job remains on the list until completion.

(The Response and Repair Team left the meeting)

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 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 January 2026 (Minute Nos. 44-49) be approved as a correct record.

54. INFORMATION FROM THE MINUTES

Plans for Indoor Padel and Pickleball Courts in Burntwood

The Deputy Clerk confirmed that this was for information purposes only and no decision was required by the Committee. Following recent social media posts, the Deputy Clerk explained that an industrial unit off Ring Road could be transformed to create a new indoor Padel and Pickleball facility. The development has been proposed by LCP Properties Limited to create a site for operator Padel + Play. The company runs similar "boutique" facilities in Worcester and Stratford-upon-Avon. It was noted that the new facility had yet to be approved. The planning application will initially focus on the principle of the change of use of the building.

55. PLANNING APPLICATIONS

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

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|-----|--------------|-----------|---|---|
| (a) | 26/00023/FUL | Chasetown | Motor Fuel Group
Petrol Station
Morrisons
Milestone Way
Burntwood | Variation of Condition 9
(operating hours) of
application 24/01097/FUL to
allow the premises to open 24
hours per day |
|-----|--------------|-----------|---|---|

No objection.

- | | | | | |
|-----|--------------|-----------|---|---|
| (b) | 26/00038/FUL | Chasetown | Mr Vadivelu
Flat Above
28 Queen Street
Burntwood | First floor extension to create
new entrance to flat and
installation of new metal
staircase |
|-----|--------------|-----------|---|---|

OBJECTION. Members felt that the plans provided were not accurate as they did not show the windows on the side of 26 Queen Street. The installation of a new metal staircase would cause loss of privacy to neighbouring property. Members felt that the description of the proposal was not accurate as works had already started and therefore the description should have included the word retrospective.

- | | | | | |
|-----|--------------|---------|--|---|
| (c) | 26/00045/FUH | Hunslet | Mr Wood
145 Hunslet Road
Burntwood | Two storey side extension
over existing garage |
|-----|--------------|---------|--|---|

No objection.

- | | | | | |
|-----|--------------|-----------|---|---|
| (d) | 26/00110/FUH | Highfield | Mr Welch
173 Lichfield Road
Burntwood | Single storey rear extension
with pitched roof to create a
larger kitchen/dining room |
|-----|--------------|-----------|---|---|

No objection in principle as long as the proposed development meets Green Belt criteria.

- | | | | | |
|-----|--------------|-----------|--|--|
| (e) | 26/00047/CLE | Highfield | Miss Purchase
74 Woodhouses Road
Burntwood | Certificate of Lawfulness
(Existing): Installation of
drainage works |
|-----|--------------|-----------|--|--|

No objection.

(The Meeting closed at 7.40 pm)

Signed

Date

Planning and Development Committee: Applications for Consideration: 23 March 2026

	Application No.	Ward	Site	Proposal
(a)	26/00096/PNH	Summerfield and All Saints	Mr Upton 37 Chase Road Burntwood	Prior Notification: Single storey rear extension projecting 4.00m from the rear wall of the original dwelling and reaching a maximum height of 3.80m and eaves height of 2.30m
(b)	26/00077/FUL	Chasetown	N and S Property Ltd Rear of 161 High Street Chasetown	Erection of one bedroom bungalow and associated works
(c)	26/00136/ADV	Chasetown	Gastronomy Foods UK Ltd Plot 1 Land adj Zone 3 Robins Road Burntwood	Installation of various illuminated and non-illuminated signs including fascia, free standing, wall mounted and directional
(d)	26/00156/COU	Chasetown	LCP Properties Ltd Zone 3, Paget 12 Cinder Road Burntwood Business Park Burntwood	Change of use from Class B2 General Industrial to Class E (d) Indoor Recreation (no external alterations)
(e)	26/00171/FUL	Chasetown	Mr Ayres 4 Union Street Burntwood	Erection of 3 bedroomed dwellinghouse
(f)	26/00103/CLE	Highfield	Mr Freeman 223 Rugeley Road Burntwood	Certificate of Lawfulness (Existing): Confirmation that planning permission 22/01602/FUH has been lawfully implemented
(g)	26/00248/FUH	Boney Hay and Central	Mr Chadbund 25 Lebanon Grove Burntwood	Erection of a first floor side extension with new roof over porch
(h)	26/00093/FUH	Hunslet	Mr Long 3 Sanderling Rise Burntwood	Single storey side extension to create link between existing garage and main house, new roof over existing garage, new windows to replace existing garage doors and enlarged front patio with a low patio wall

	Application No.	Ward	Site	Proposal
(i)	26/00235/FUH	Summerfield and All Saints	Ms Jones 130 Norton Lane Burntwood	Single storey rear extension, porch, and canopy to front of house, external insulation fitted to existing dwelling (render finish) and extended driveway
(j)	26/00057/FUL	Chase Terrace	Mr Gibbons Land rear of 35A High Street Chase Terrace	Erection of a detached two bed bungalow, with garden, driveway with 2 no. parking spaces and bin storage
(k)	26/00264/PNH	Gorstey Ley	Mr Bushell 13 Mease Avenue Burntwood	Prior Notification: Single storey rear extension 5.00m from the rear wall of the original dwelling and reaching a maximum height of 3.00m and eaves height of 3.00m
(l)	26/00316/FUH	Gorstey Ley	Mr Smart Lothlorien 6 Rugeley Road Burntwood	Single storey rear extension to form kitchen, bedroom, and en-suite
(m)	26/00236/OUTM EI		Cameron Homes Land south of Highfields Road Burntwood	Outline application (with all matters reserved except access onto Highfields Road) for up to 430 homes (Use Class C3), public open space, pedestrian, and cycle links, play area, drainage, landscaping, and all other associated works including demolition of existing farm buildings

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward or OMCC, Community Centre	Description	Date Completed/Comments/ Reported
1	02.02.2026	Member of the Public	Private	Summerfield and All Saints	Overgrown hedge on Lichfield Road – Reported	02.02.2026
2	04.02.2026	Cllr P Taylor	Private	Summerfield and All Saints	Overgrown hedge on the corner of Emmanuel Road and Boney Hay Road	
3	05.02.2026	Cllr D Ennis	BTC, SCC	All Areas	General tidy up previously reported on 29.09.2025 (installed new anti-litter signs on behalf of Burntwood Litter Heroes; cleared weeds, mud, and rubbish from traffic calming areas; checked defibs and bleed kits; inspected grit bins; cleaned bus shelters and removed graffiti; identified and reported new potholes to SCC)	18.02.2026
4	05.02.2026	Member of the Public	SCC	Chase Terrace	Unevenness and disrepair of footpath – High Street, Chase Terrace - County Cllr Clissett already aware of the situation	05.02.2026
5	06.02.2026	Staff	SCC	Chasetown	Covered pot hole with cone on Sycamore Road	06.02.2026
6	07.02.2026	Member of the Public	LDC	Gorstey Ley	Pavements slippery and muddy due to fallen decomposing leaves – Church Road	07.02.2026
7	09.02.2026	Staff	BTC	OMCC	Removed stud wall in upstairs office, changed all lights in upstairs office, redecorated upstairs office, changed lights in Unit 10	13.02.2026
8	09.02.2026	Staff	BTC	OMCC	Arranged for Lift Safe to assess BuRRT (to put vehicle back on the road)	09.02.2026
9	10.02.2026	Staff	BTC		Adopted grit bins at St John's Close and outside Haywoods Blinds and filled up with grit	10.02.2026
10	11.02.2026	Staff	BTC	OMCC	Attended Manual Handling Course	11.02.2026
11	28.08.2026 12.02.2026	Member of the Public & Cllr D Ennis	Private	Chasetown	Clear of foliage and trim bushes – land on High Street, Chasetown	18.02.2026
12	12.02.2026	Cllr D Evans	LDC	Boney Hay and Central	Unstable LDC Bin on the corner of Bells Lane and Longfellow Road – reported to LDC for permanent fix	18.02.2026
13	16.02.2026	Staff	BTC	Cemetery	Arranged for drains to be fixed at Cemetery	16.02.2026
14	24.02.2026	Staff	BTC	OMCC	Arranged for engineer for faulty boiler	24.02.2026
15	24.02.2026	Staff	BTC		Reinstated defib at Rugby Club	24.02.2026

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward or OMCC, Community Centre	Description	Date Completed/Comments/ Reported
16	24.02.2026	Member of the Public	BTC		Removed graffiti from Aldi bus shelter	24.02.2026
17	25.02.2026	Staff	BTC	OMCC	OMCC maintenance – removed some blinds	25.02.2026
18	25.02.2026	Staff	BTC		Collection of wood chipper from COGS	25.02.2026
19	26.02.2026	Staff	BTC		Defib – chased up circuit regarding defib at Rugby Club	26.02.2026
20	26.02.2026	Staff	BTC	Community Centre	Community Centre maintenance - moved thermostat	26.02.2026
21	03.03.2026	Staff	BTC		Removed Xmas fencing from Library	03.03.2026
22	03.03.2026	Staff	BTC	Community Centre	Community Centre maintenance - repaired door handle	03.03.2026
23	03.03.2026	Staff	BTC	OMCC	OMCC maintenance – fitted new blinds	03.03.2026
24	04.03.2026	Staff	BTC	OMCC	OMCC maintenance – cleared out and connected up new lights in Unit 10	04.03.2026
25	04.03.2026	Staff	BTC		Collected stickers for grit bins	04.03.2026
26	04.03.2026	Staff	BTC	OMCC	OMCC maintenance – collected new blind and fitted it in Unit 5	04.03.2026
27	04.03.2026	Burntwood Litter Heroes	BTC		Removed excess soil from old planter by Skoda Garage	04.03.2026
28	07.03.2026	Cllr Norman		Chasetown	Graffiti on bus shop north side Milestone Way near end of northern section of High Street – screen shot from Google Maps provided so the graffiti has been there a while. It may mean replacing the plastic windows	
29	10.03.2026	Cllr Norman	BTC		Planter near Skoda garage needs cleaning	
30	11.03.2026	Member of the Public		Chasetown	Chasetown Methodist Church - overgrown hedge coming from Crown Cutting Services and overflowing litter bin	
31	11.03.2026	Member of the Public	SCC, Private	Chase Terrace	Tripping hazard – paving slabs outside Barry's Newsagents, Burntwood Town Shopping Centre	