

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
MONDAY 18 MAY 2026**

PRESENT

Councillor S Taylor (in the Chair)
Councillors Bishop, Bullock, Craik, D Ennis, L Ennis, Gittings, Hancox, P Taylor, and Willis-Croft

In attendance

Ms Minor, Deputy Clerk

PUBLIC FORUM

No members of the public were present.

68. APOLOGIES FOR ABSENCE were received from Councillor Swain.

69. GENERAL DECLARATIONS OF INTERESTS AND DISPENSATIONS

Councillor P Taylor declared an interest in agenda item 7 – Community Infrastructure Levy Community Fund (Burntwood Memorial Community Association) as he is the Chair of Trustees. When considering this agenda item, Councillor P Taylor vacated the room and took no part in the discussion thereon.

Councillor S Taylor declared an interest in agenda item 7 – Community Infrastructure Levy Community Fund (Burntwood Memorial Community Association) and when considering this agenda item, Councillor S Taylor vacated the Chair and took no part in the discussion thereon.

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.

70. 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 it was

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 20 April 2026 (Minute Nos. 62-67) be approved as a correct record.

71. INFORMATION FROM THE MINUTES

Planning Application 26/00057/FUL - 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

Referring to Minute No. 60(jj) – 23 March 2026 and following the Town Council's OBJECTION (the proposed development due to its siting and width of the existing road/ access would represent inappropriate/overdevelopment of the site), the Deputy Clerk informed Members that the application had been refused by the Local Planning Authority on 28 April 2026 for the following reason:

The proposal by virtue of its inadequate separation distance from No. 35 High Street, and the subsequent level of overlooking, the poor outlook from the living room and the potential for substantial overshadowing from trees to the south would fail to achieve a high standard of residential amenity for future occupants. The proposal is therefore contrary to policies CP3, BE1 and NR7 of the Lichfield District Local Plan Strategy, Policy B5 of the Burntwood Neighbourhood Plan and the design guidance set out within the Lichfield District Design Code. Furthermore, it is considered that the harm caused by substandard level of amenity that would be provided by the dwelling would clearly outweigh the benefit of the contribution that 1 dwelling would make towards meeting the objectively assessed housing needs of the District and the very limited contribution that construction would make to the local economy.

Planning Application 26/00355/FUL – Bleak House Farmhouse, Ironstone Road – Erection of self-build replacement dwelling, detached garage and associated works

Referring to Minute No. 67(b) – 20 April 2026 and following the Town Council's comment (as this is a new dwelling Burntwood Town Council does not support any new development on designated Green Belt land), the Deputy Clerk informed Members that the application had been granted by the Local Planning Authority on 15 May 2026.

72. PLANNING APPLICATIONS

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

(a)	26/00468/COU	Chasetown	LCP Properties Limited 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)
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No objection in principle however Members noted that the application had been granted on 13 May 2026.

(b)	26/00524/FUH	Boney Hay and Central	Mr Griffith 94 Spinney Lane Burntwood	Erection of rear in-fill two-storey extension, rear single-storey extension, and first-floor dormer extension
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No objection.

(c)	26/00533/FUL	Chasetown	Mr Bird Unit 20, Zone 1	Section 73 application to vary Condition 2
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Burntwood Business Park Cobbett Road Burntwood	(approved plans and specification) and 5 (provision of parking) of planning permission 25/00205/FUL to allow the installation of a retaining structure to the new car parking area
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No objection.

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| (d) | 26/00501/COU | Chasetown | Mr Pepper
180A High Street
Chasetown | Change of use from residential and osteopathy clinic to residential |
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No objection in principle however the Local Planning Authority to ensure that there is adequate parking provision as the change of use back to full residential would result in a six bedroomed residential dwelling.

73. **BURRT UPDATE**

Councillor S Taylor confirmed that she had spoken (face to face) with the Burntwood Response and Repair Team members on 14 May 2026 and referring to Minute No. 78 - Creation of enlarged meeting room at the Old Mining College Centre (Full Council dated 25 March 2026 refers) she explained that the Team had been focusing on the refurbishment works. Councillor S Taylor confirmed that either a member of the Burntwood Response and Repair Team or the Town Clerk will be attending the next meeting of the Planning and Development Committee scheduled for 22 June 2026. She explained that she was currently constructing a number of questions which will be forwarded to the Burntwood Response and Repair Team members prior to the meeting on 22 June.

Councillor Bullock stated that it was good to see the increase of tasks reported by members of the public. The Deputy Clerk confirmed that the enquiries had been received via the email burt@burntwood-tc.gov.uk

RESOLVED That the report of activities be noted.

Having declared an interest Councillor P Taylor vacated the room at 6.08pm.

Having declared an interest Councillor S Taylor vacated the Chair and took no part in the discussion thereon at 6.08pm.

Councillor Gittings in the Chair

74. **COMMUNITY INFRASTRUCTURE LEVY COMMUNITY FUND – BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

Councillor Gittings explained that an application had been received from the Burntwood Memorial Community Association for funding towards boilers and underground sewer pipework. Even though Councillor D Ennis had viewed the Charity Commission website he explained that the Accounts and Annual Returns information was for reporting year to 31 December 2025 and asked if an up to date bank statement could be provided so that their current financial position could be considered along with their request. Councillor Bullock agreed that the Committee needed to know the

Association's up to date financial position before a decision could be made and the Committee needed the up to date CIL balance held by the Town Council.

Councillor D Ennis stated that he had concerns with providing funding for standard maintenance items/repairs. The Deputy Clerk explained that she had sought advice from the Policy & Strategy Support Officer Place & Prosperity Officer at Lichfield District Council who confirmed that a local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area or any part of that area, by funding – a. the provision, improvement, replacement, operation, or maintenance of infrastructure; or b. anything else that is concerned with addressing the demands that development places on an area.

Councillor D Ennis felt that the application process needed to be reviewed. He explained that Lichfield District Council operates an open and transparent process advertising and encouraging local organisations across the district to apply for funding. Councillor D Ennis felt that the Town Council could follow this process. Funding could focus on projects that address key local needs (applications would need to align with the priorities chosen). Councillor D Ennis felt that currently organisations were not aware of the Town Council's Community Infrastructure Levy Community Fund.

It was proposed by Councillor D Ennis, duly seconded and

RESOLVED That:

- a. Burntwood Memorial Community Association be asked to provide an up to date bank statement and that the application be re-submitted to the next Planning and Development Committee meeting scheduled for 22 June 2026.
- b. The Community Infrastructure Levy Community Fund application process be reviewed in liaison with the Policy and Resources Committee (as this is a change of policy). The Policy and Resources Committee to review the process at its meeting on 06 July 2026.

(The Meeting closed at 8.21 pm)

Signed

Date