



The Old Mining College Centre
Queen Street
BURNTWOOD
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Our Ref: SL/JM

06 July 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 13 July 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 22 June 2026 (Minute Nos. 1-7) (**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**).

7. DEFINITIVE MAP MODIFICATION ORDER – CAMSEY LANE

A Definitive Map Modification Order application was made under Section 53 of the Wildlife and Countryside Act 1981 to add a Byway Open to All Traffic along Camsey Lane. Staffordshire County Council at the Countryside and Rights of Way Panel meeting on 09 May 2019 determined that this route exists in law and therefore should be added to the Definitive Map and Statement of Public Rights of Way for Staffordshire (<https://staffordshire.moderngov.co.uk/mgAi.aspx?ID=80420>).

Members are asked to make any representations or objections to this Modification Order by no later than 12 August 2026 (**ENCLOSURE NO. 4A, 4B, 4C AND 4D**).

8. COMMUNITY INFRASTRUCTURE LEVY COMMUNITY FUND

To consider an application from Spark Courtyard Project (**ENCLOSURE NO. 5**).

9. COMMUNITY INFRASTRUCTURE LEVY COMMUNITY FUND – RESUBMISSION

To consider an application from Burntwood Memorial Community Association (**ENCLOSURE NO. 6**).

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.
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**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
MONDAY 22 JUNE 2026**

PRESENT

Councillor Gittings (in the Chair)
Councillors Craik, D Ennis, L Ennis, Kube (from 6.02 pm), Swain and Willis-Croft

In attendance

Ms Minor, Deputy Clerk

PUBLIC FORUM

No members of the public were present.

1. **APOLOGIES FOR ABSENCE** were received from Councillor Bishop, Councillor Bullock, Councillor Hancox, Councillor P Taylor and Councillor S Taylor.

2. **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.

3. **BURRT UPDATE**

In the absence of the Burntwood Response and Repair Team, Councillor D Ennis made reference to the extensive list which had been provided and in particular the number of members of the public who had reported in. The Deputy Clerk confirmed that she has access to the burrt@burntwood-tc.gov.uk email and the info@burntwood-tc.gov.uk email and in an endeavour to help the Team she had included enquiries received on the list.

RESOLVED That the report of activities be noted.

4. **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 Willis-Croft and it was

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 18 May 2026 (Minute Nos. 68-74) be approved as a correct record.

5. INFORMATION FROM THE MINUTES

For Information Purposes Only Enforcement Notice – 26/00050/EUD - Woodhouses Lane

Referring to Minute No. 66 – 20 April 2026, the Deputy Clerk informed Members that a second enforcement notice had been issued by Lichfield District Council over unauthorised work on land in Burntwood.

The Lichfield District Council had previously sought to halt activity at the Woodhouses Road site back in April. At the time, residents had reported ground levelling, pipework installation and structures being brought onto the land.

An interim injunction has been secured in a bid to stop unauthorised development. Lichfield District Council successfully applied for the order at the High Court of Justice in Birmingham. The injunction takes immediate effect and aims to maintain the current state of the land while ongoing legal proceedings continue. The order prevents any further unauthorised development or occupation of the site. However, the court did grant two limited exceptions following a request from the defendants. These will allow for the reinstatement of a basic water supply, alongside the erection of two wooden sheds to provide toilet, shower, washing and storage facilities. No other construction, development works or the stationing of additional caravans will be permitted though.

For Information Purposes Only Consultation - Land East of Rugeley Road, Burntwood

The Deputy Clerk informed Members that Barratt Homes West Midlands is proposing to submit a planning application in summer 2026 for the development of up to 130 homes, consisting of a mix of open market and 43% affordable properties with accompanying public open space on land east of Rugeley Road, Burntwood. The site (approximately 6.15 hectares/15.20 acres) is located on the eastern edge of Burntwood and is currently a field in arable use. Local residents or businesses are invited to provide their feedback using the form <https://www.rugeleyroad-burntwood.co.uk> or by writing to Savills Planning, 55 Colmore Row, Birmingham, B3 2AA. The consultation runs between 10 – 24 June 2026. Councillor D Ennis asked if the Deputy Clerk could scan in and email all Members the consultation leaflet.

Planning Application 26/00132/COU - 15 Penk Drive, Burntwood Change of use of land to residential curtilage and erection of boundary fence

Referring to Minute No. 67(g) – 20 April 2026 and following the Town Council's OBJECTION as the proposed new boundary fence would reduce the openness and change the character of the streetscene, the Deputy Clerk informed Members that the application had been refused by the Local Planning Authority on 02 June 2026 for the following reason:

1. The proposed fencing would result in the loss of open amenity land which would detrimentally impact the open and green character of the street scene and would fail to relate positively to the character of the location. 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.

6. PLANNING APPLICATIONS

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

- | | | | | |
|-----|---------------|--------------------------|---|---|
| (a) | 26/00562/FUH | Boney Hay
and Central | Mr Fisher
14 Birch Terrace
Burntwood | Replace flat roof with new
pitched roof over existing
garage/gym (re-
submission of
25/01323/FUH) |
| | | | | No objection |
| (b) | 26/00630/OUTM | | Anwyl Land Limited
Land north of
Rake Hill
Burntwood | Outline planning
application (with all
matters reserved except
for access) for demolition
of all buildings and
structures, residential
development, open
space, associated works
and infrastructure |

STRONG OBJECTION. The Town Council will not support any development in the Green Belt. There have been numerous housing developments without any infrastructure improvements in terms of doctors, dentists, schools, public transport etc and any development in the Green Belt should be refused.

7. COMMUNITY INFRASTRUCTURE LEVY COMMUNITY FUND

Referring to Minute No. 74 – 18 May 2026 (Burntwood Memorial Community Association), the Deputy Clerk confirmed that the additional information requested had not been received, therefore, the application had not been resubmitted for consideration.

Following the discussion on 18 May 2026, Councillor D Ennis explained that he in consultation with the Deputy Clerk and Councillor S Taylor had produced the procedure. The procedure is intended to provide a clear, transparent, and consistent framework for how the Town Council considers and prioritises requests for CIL funding. The procedure will help Councillors to make informed and evidence-based decisions and funding will focus on projects that address key local needs (application would need to align with the priorities chosen by the Town Council). Councillor D Ennis confirmed that the procedure would be discussed at the next Policy and Resources Committee meeting scheduled for 06 July 2026. Members who were not on the Policy and Resources Committee were given the opportunity to provide any feedback.

Councillor L Ennis asked if the fund would be run similar to the Better Burntwood Fund which is open all year round. Councillor D Ennis explained that the fund would operate similar to Lichfield District Council's scheme, for example, this Committee will review CIL funds held at the start of the financial year, agreeing any priorities, and setting a deadline for applications.

(The Meeting closed at 6.18 pm)

Signed Date

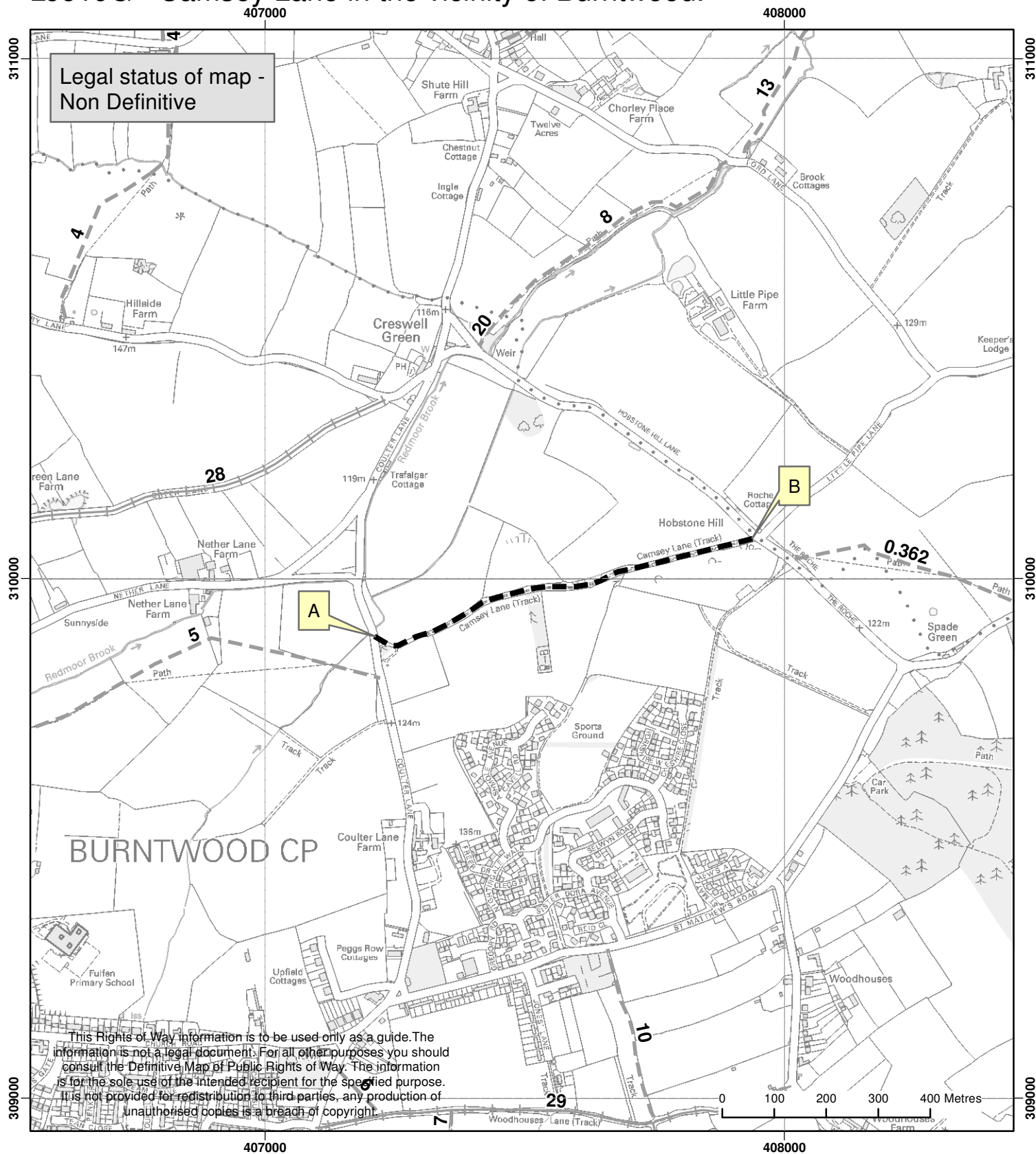
Planning and Development Committee: Applications for Consideration: 13 July 2026

	Application No.	Ward	Site	Proposal
(a)	26/00743/FUH	Boney Hay and Central	Ms Upton 70 Redwood Drive Burntwood	Erection of a first floor side extension and single storey rear extension
(b)	26/00716/FUH	Chase Terrace	Mr Caddick 33 Thorpe Street Burntwood	Single storey rear extension to form conservatory, bedroom, and bathroom
(c)	26/00599/FUH	Highfield	Mr Higgins 2 Spade Green Abnalls Lane Burntwood	Erection of a single storey side and rear extension with a part first floor rear extension
(d)	26/00699/FUH	Gorstey Ley	Ms Marshall 6 Stour Close Burntwood	Construction of a detached garage in the front garden
(e)	26/00814/FUL	Chasetown	Roadtech Sass 164 High Street Chasetown	Demolition of existing building and erection of two storey office building with car park and associated works
(f)	26/00795/FUL	Chasetown	Nick and Stuart Property Ltd 13 High Street Chasetown	Demolition of existing buildings and erection of 2 no. one bedroom apartments and associated works

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward or OMCC, Community Centre	Description	Date Completed/Comments/ Reported
1	07.03.2026	Cllr Norman	BTC	Chasetown	Graffiti on bus stop 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	Works ongoing as panels need replacing
2	11.03.2026	Member of the Public	SCC, Private	Chase Terrace	Tripping hazard – paving slabs outside Barry's Newsagents, Burntwood Town Shopping Centre	Trying to contact landlord
3	14.03.2026	Member of the Public	BTC	Summerfield and All Saints	Bus shelter outside of Burntwood Park needs cleaning	Ongoing as the bus shelter needs some refurbishment
4	12.04.2026	Member of the Public	BTC		Bus Shelter opposite Aldi needs seat replacing	Ongoing
5	01.05.2026	Member of the Public	Private		Suspected Japanese Knotweed – Plant Lane from the business park towards and rear to Cannock Road	Ongoing – Town Clerk to investigate
6	28.05.2026	Member of the Public	SCC		Sankey's Corner and Swan Island – covered in weeds	Ongoing
7	04.06.2026	Member of the Public	SCC	Summerfield and All Saints	Clear pavement of weeds and in the road – Hunter Avenue	Ongoing
8	09.06.2026	Member of the Public	SCC	Summerfield and All Saints	Excessive weed growth along kerb side – Meadway Street	Ongoing
9	13.06.2026	Member of the Public	SCC	Summerfield and All Saints	Dead trees on Chase Road, branches are coming off and landing on the road	
10	13.06.2026	Cllr Woodward	BTC	Around the Town	Traffic Island sponsorship sign needs cleaning – following on from 07.05.2026	
11	13.06.2026	Cllr Woodward	Private		Lions need some help with furniture removal – Beechen Grove	
12	14.06.2026	Member of the Public	BTC	Chase Terrace	Broken cabinet and missing poster – Rugeley Road, Chase Terrace	
13	17.06.2026	Member of the Public	SCC	Gorstey Ley	Weeds by gutters – Leam Drive	
14	25.06.2026	Member of the Public	SCC		Broken drain cover outside 142 Cannock Road	

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward or OMCC, Community Centre	Description	Date Completed/Comments/ Reported
15	28.06.2026	Member of the Public	SCC		Weeds at Sankeys Corner	
16	04.07.2026	Member of the Public	SCC	Summerfield and All Saints	Springhill Road zebra crossing in need of urgent repair	
17	05.07.2026	Member of the Public	SCC		Weeds at Sankey's Corner and Swan Island	

Route of application to add a public right of way
to the Definitive Map and Statement
of Public Rights of Way in Staffordshire.
LJ619G - Camsey Lane in the vicinity of Burntwood.



NOTICE OF MODIFICATION ORDER
SECTION 53 OF THE WILDLIFE AND COUNTRYSIDE ACT 1981
STAFFORDSHIRE COUNTY COUNCIL
DEFINITIVE MAP AND STATEMENT FOR PUBLIC RIGHTS OF WAY IN
STAFFORDSHIRE

Staffordshire County Council (Addition of a Byway Open to All
Traffic along Camsey Lane, Burntwood)

Modification Order 2026

The above Order made on 9th June 2026 if confirmed as made, will modify the Definitive Map and Statement for the area by adding:-

A length of Byway Open to all Traffic in the parish of Burntwood along "Camsey Lane", commencing on the east side of "Coulter Lane" approximately 111 metres south of its junction with "Nether Lane" at NGR407211,309888, point A on the map. Proceeding in a generally south easterly direction for approximately 48 metres with a width of 5.6 metres. Then in a generally east north easterly direction for approximately 706 metres with a variable width, commencing at 7.3 metres wide lessening after 44 metres to 6.4 metres - soon broadening to 8.4 metres and gradually increasing to meet a field boundary to the north - at a width of 15 metres. Then diminishing to 11.1 metres after 34 metres - then widening to 14.8 metres after 53 metres - and diminishing to 11 metres after 13 metres, then broadening gradually to 14.2 metres after 48 metres. 7.3 metres hence, broadening to 18.3 metres where meeting a field boundary to the north. Then diminishing quickly to 15.2 metres gradually increasing to 17.4 metres after 14.1 metres and again diminishing to 14.6 metres after 40 metres - maintained for a length of 48 metres - then diminishing after 20 metres to 8.4 metres - then gradually broadening to 11.12 metres over a length of 47 metres - then diminishing to 9 metres after 100 metres. Then over a length of 20 metres broadening to 11.1 metres but gradually diminishing to 9.3 metres at its terminus at "Hobstone Hill Lane" its junction with "The Roche" and "Little Pipe Lane" – point B on the map, NGR 407944,310078.

A copy of the Order and the Order Map and explanatory statement may be seen free of charge at the offices of Lichfield District Council and at Staffordshire County Council Reception, Staffordshire Place 1, Tipping Street, Stafford, ST16 2LP during normal working hours, Mondays to Fridays. Copies of the Order and the Map may be purchased.

Any representation or objection relating to the Order must be sent in writing to the Legal Services Unit, Staffordshire County Council, 1 Staffordshire Place, Tipping Street, Stafford, ST16 2LP or by emailing legalrowallocations@staffordshire.gov.uk not later than 12th August 2026 quoting Ref No LSU/ROW/SC/LJ619G.

Applicants are requested to state the grounds on which any representation or objection is made. Any representation or objection may be made available to interested parties to view at the Council's offices on request.

If no representations or objections are duly made to the Order, or if any so made are withdrawn, Staffordshire County Council instead of submitting the Order to the Secretary of State may confirm the Order. If the Order is

submitted to the Secretary of State for Environment, Food and Rural Affairs, any representations or objections which have been duly made and not withdrawn will be sent with it.

Dated 1st July 2026

Peter Shakespear
Director of Finance and Resources
Staffordshire County Council
Staffordshire Place 1
Tipping Street
Stafford
ST16 2LP

Wildlife and Countryside Act 1981

Definitive Map Modification Order

Public footpaths, bridleways, restricted byways and byways open to all traffic are recorded on Definitive Maps and Statements. These maps and statements provide conclusive legal evidence of the existence of public rights. Staffordshire County Council is responsible for the Definitive Map and Statement and has a duty to amend them when evidence suggests that they are inaccurate or incomplete. Such amendments are made by means of Modification Orders made under Section 53 of the Wildlife and Countryside Act 1981. These Orders do not come into effect until confirmed: if there are any objections the County Council must refer the Order and objections to the Secretary of State for Environment, Food and Rural Affairs who must decide whether or not to confirm the Order.

Staffordshire County Council has made a modification order under Section 53 to add to the Definitive Map and Statement of Public Rights of Way for Staffordshire a length of Byway Open to All Traffic in the parish of Burntwood along "Camsey Lane", commencing on the east side of "Coulter Lane" approximately 111 metres south of its junction with "Nether Lane" at NGR407211,309888, point A on the map. Proceeding in a generally south easterly direction for approximately 48 metres with a width of 5.6 metres. Then in a generally east north easterly direction for approximately 706 metres with a variable width, commencing at 7.3 metres wide lessening after 44 metres to 6.4 metres - soon broadening to 8.4 metres and gradually increasing to meet a field boundary to the north - at a width of 15 metres. Then diminishing to 11.1 metres after 34 metres - then widening to 14.8 metres after 53 metres - and diminishing to 11 metres after 13 metres, then broadening gradually to 14.2 metres after 48 metres. 7.3 metres hence, broadening to 18.3 metres where meeting a field boundary to the north. Then diminishing quickly to 15.2 metres gradually increasing to 17.4 metres after 14.1 metres and again diminishing to 14.6 metres after 40 metres - maintained for a length of 48 metres - then diminishing after 20 metres to 8.4 metres - then gradually broadening to 11.12 metres over a length of 47 metres - then diminishing to 9 metres after 100 metres. Then over a length of 20 metres broadening to 11.1 metres but gradually diminishing to 9.3 metres at its terminus at "Hobstone Hill Lane" its junction with "The Roche" and "Little Pipe Lane" – point B on the map, NGR 407944,310078.

The minimum width of the Byway Open to All Traffic will be 5.6 metres.

This Order simply recognises the public rights that are believed to exist already: The Order does not create any public rights. This statement has been prepared to explain various aspects of the Order.

THIS STATEMENT DOES NOT FORM PART OF THE ORDER

Staffordshire County Council has made the Order for the following reasons:-

The discovery of historical and user evidence the analysis of which and the relevant material are contained in the report which was considered by the Countryside and Rights of Way Panel at their meeting on 9th May 2019 a copy

of which is available on the Panel's dedicated page on the County Council website.

A copy of the Order and Order Map may be consulted free of charge at the offices of Lichfield District Council, Frog Lane, Lichfield WS13 6YU during normal office hours.

A copy of the Order may also be consulted free of charge at Staffordshire County Council Reception, 1 Staffordshire Place, Tipping Street, Stafford, ST16 2LP during normal office hours.

Copies of the Order, Order Map and Explanatory Statement may be purchased.

Any representation or objection relating to the Order must be sent in writing to the Legal Services Unit, Staffordshire County Council, 1 Staffordshire Place, Tipping Street, Stafford, ST16 2LP or by emailing legalrowallocations@staffordshire.gov.uk not later than 12th August 2026 quoting Ref No LSU/ROW/SC/LJ619G and applicants are requested to state the grounds on which it is made. Any representation or objection may be made available to interested parties to view at the Council's offices on request.

To be relevant, objections or representations should relate to the question of the existence or status (i.e. public rights appertaining) of the right of way: other objections or representations (e.g. relating to privacy, security, suitability or amenity) may be irrelevant.

The County Council will be willing to discuss the concerns of those considering objecting or making representations relating to the Order.

The right of objection to an Order is a statutory right, but it should be exercised in a reasonable manner. The costs involved in dealing with objections to orders are normally awarded against objectors only in cases of unreasonable behaviour.

If there are no objections to the Order, or if those made are withdrawn, the County Council may confirm the Order, and the Definitive Map and Statement will then be modified. If there are any objections, which are not withdrawn, the County Council must refer the Order and objections to the Secretary of State. The Secretary of State will appoint an independent Inspector to consider the Order and hear the objections, which may be by holding a public inquiry, a hearing or in writing. The Inspector may confirm the Order, with or without modifications, or may decide that the Order should not be confirmed.

26/2/11

STAFFORDSHIRE COUNTY COUNCIL

Dated 9th June 2026

**Staffordshire County Council (Addition of a Byway Open to All Traffic along
Camsey Lane, Burntwood) Modification Order 2026**

Staffordshire County Council
Director of Finance and Resources
1 Staffordshire Place,
Tipping Street,
Stafford,
ST16 2LP

File Ref SC/LJ619G

WILDLIFE AND COUNTRYSIDE ACT 1981

DEFINITIVE MAP AND STATEMENT FOR THE LICHFIELD DISTRICT

Staffordshire County Council (Addition of a Byway Open to All Traffic along Camsey Lane, Burntwood) Modification Order 2026

This Order is made by Staffordshire County Council under section 53(2)(b) of the Wildlife and Countryside Act 1981 ("the Act") because it appears to the Authority that the Definitive Map and Statement for the District Of Lichfield require modification in consequence of the occurrence of an event specified in section 53(3)(c)(i), namely, the discovery by the Authority of evidence which (when considered with all other relevant evidence available to them) shows that a right of way which is not shown in the map and statement subsists or is reasonably alleged to subsist over land in the area to which the map relates, being a right of way such that the land over which the right subsists is a public path.

The Authority has consulted with every local authority whose area includes the land to which the Order relates. Staffordshire County Council hereby order that:

1. For the purposes of this Order the relevant date is the date that it is made.
2. The Definitive Map and Statement for the District of Lichfield shall be modified as described in Part I and Part II of the Schedule and shown on the map attached to the Order.
3. This Order shall take effect on the date it is confirmed and may be cited as the Staffordshire County Council (Addition of a Byway Open to All Traffic along Camsey Lane, Burntwood) Modification Order 2026.

Given under the Common Seal of Staffordshire County Council on the
9th day of June 2026.

THE COMMON SEAL of

STAFFORDSHIRE COUNTY COUNCIL

was hereunto affixed in the presence

of:-


Authorised Signatory



SCHEDULE

PART I

Modification of Definitive Map

Description of path or way to be added

A length of Byway Open to all Traffic in the parish of Burntwood along "Camsey Lane", commencing on the east side of "Coulter Lane" approximately 111 metres south of its junction with "Nether Lane" at NGR407211,309888, point A on the map. Proceeding in a generally south easterly direction for approximately 48 metres with a width of 5.6 metres. Then in a generally east north easterly direction for approximately 706 metres with a variable width, commencing at 7.3 metres wide lessening after 44 metres to 6.4 metres - soon broadening to 8.4 metres and gradually increasing to meet a field boundary to the north - at a width of 15 metres. Then diminishing to 11.1 metres after 34 metres - then widening to 14.8 metres after 53 metres - and diminishing to 11 metres after 13 metres, then broadening gradually to 14.2 metres after 48 metres. 7.3 metres hence, broadening to 18.3 metres where meeting a field boundary to the north. Then diminishing quickly to 15.2 metres gradually increasing to 17.4 metres after 14.1 metres and again diminishing to 14.6 metres after 40 metres - maintained for a length of 48 metres - then diminishing after 20 metres to 8.4 metres - then gradually broadening to 11.12 metres over a length of 47 metres - then diminishing to 9 metres after 100 metres. Then over a length of 20 metres broadening to 11.1 metres but gradually diminishing to 9.3 metres at its terminus at "Hobstone Hill Lane" its junction with "The Roche" and "Little Pipe Lane" - point B on the map, NGR 407944,310078.

PART II

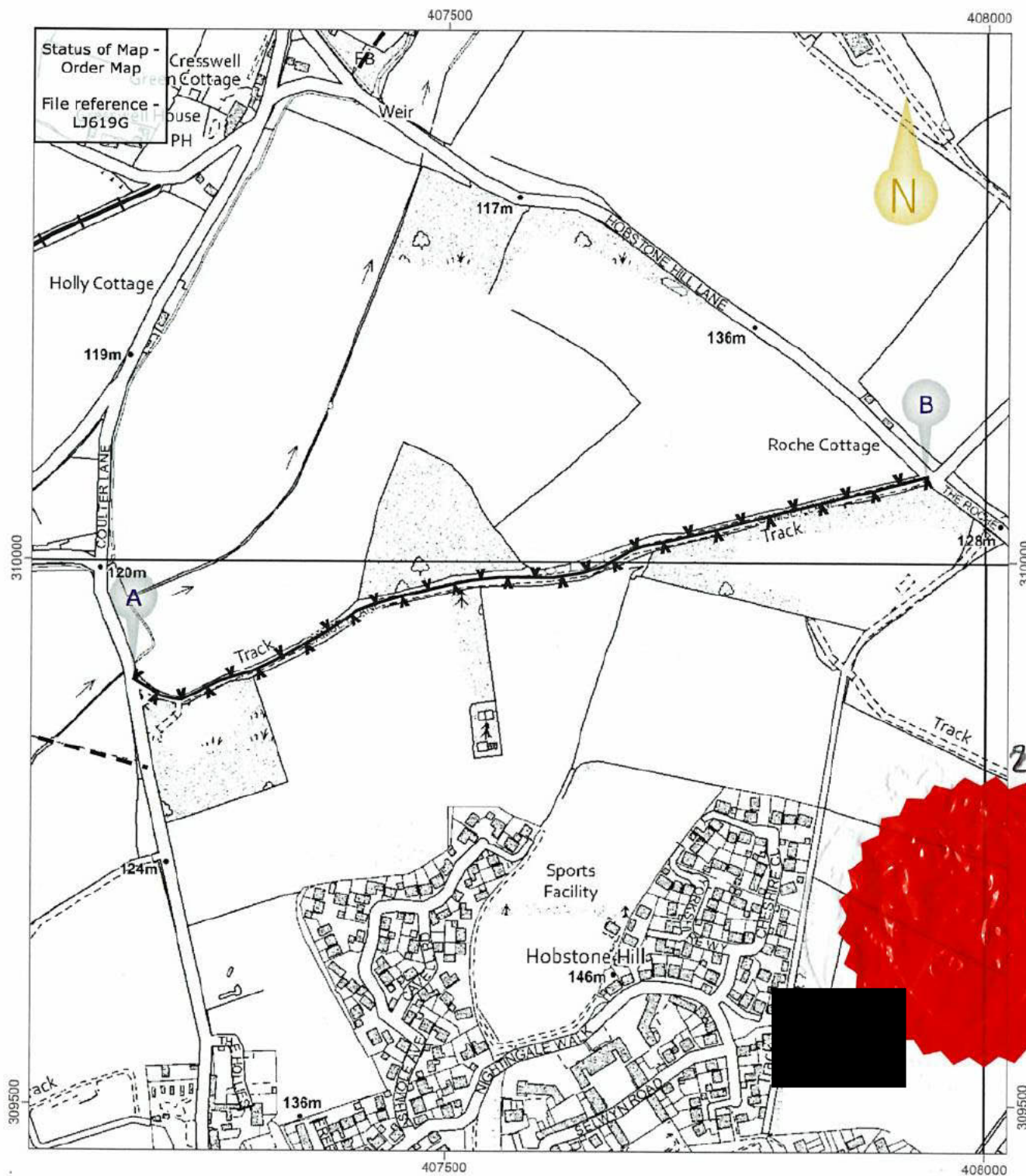
Modification of Definitive Statement

Addition of particulars of path or way

Path No	Type of Path	Path commences at	Path finishes at	Documents creating or modifying the right of way and any other relevant information
	Byway Open to All Traffic	East side of "Coulter Lane" approximately 111 metres south of its junction with "Nether Lane".	The junction of "Hobstone Hill Lane", "The Roche" and "Little Pipe Lane".	Staffordshire County Council (Addition of a Byway Open to All Traffic along Camsey Lane, Burntwood) Modification Order 2026

Wildlife and Countryside Act 1981, Section 53A(2)(b)

Addition of Byway Open to All
Traffic along Camsey lane,
Burntwood.



Map created at the scale of 1:5000
(facsimiles may vary)

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shown at www.staffordshire.gov.uk/maps.
Produced by Staffordshire County Council, 26/05/2026.

PUBLIC RIGHTS OF WAY

- Byway open to all traffic to be added (A - B)
- Footpaths unaffected
- Bridleway unaffected

Community Infrastructure Levy Community Fund Application Form

Organisation and Project Proposal Details

Project name	Spark Courtyard Project
Details of key person of contact	Esther Allen Spark Burntwood Springhill Academy Mossbank Avenue Burntwood Staffs WS7 4UN Sparkburntwood@outlook.com 07762 204317
Name of organisation	Spark Burntwood CIO
Describe your organisation's main purpose and regular activities	Spark Burntwood is a community-driven charity run "by families for families." Our main purpose is to enhance children's development, support parental education, and reduce social isolation by providing a safe, welcoming hub for play, volunteering, and family well-being. The centre's regular activities include: • Family & Play Groups: Daily/weekly parent-and-carer playgroups, baby and toddler sessions, specific groups for vulnerable families. • Targeted Support Sessions: Breastfeeding support, young parent meetups, and dedicated groups for dads and grandparents. • Essential Services: A Community Fridge, a Toy Library, and a Baby & Children's Bank to help struggling families access vital items like safety gates and car seats. • Well-being & Education: Parenting workshops, antenatal courses, adult relaxation, and mental health/well-being activities • Partner Programs: Hosted clinics (such as health visitors) and external provider activities like baby massage, sensory classes, and creative activities.

Brief description of the project, including the geographical area it covers	We are renovating our courtyard at Spark to create a safe, inspiring outdoor space where children can explore, learn and thrive. This new area will give children the chance to enjoy fresh air, develop physical skills, and experience the joy of play in a space designed just for them. The courtyard has had no improvements for 11 years. During that time some play equipment has broken and been removed, the flooring has become unsafe, and the remaining facilities are worn out. The ground will be levelled, a new wet pour flooring with a roadway feature will be laid, and a new multi-purpose canopy will be installed. The site will have a new floor surface and road layout designed to encourage imaginative play, mixing indoor with outdoor fun. Some of the children got involved with designing their courtyard, ensuring the space reflects the needs and imaginations of those who will use it most.
What is the legal status of your organisation?	Charitable Incorporated Organisation (CIO)
Evidence of Need	
Please indicate how the evidence of need for this project has been gathered. Include details of any research that you have carried out of strategies/plans which identify this project as a priority.	Evidence of need has been gathered through direct engagement with families, children, volunteers and staff at Spark Burntwood, alongside observation of how the existing courtyard is used. The current outdoor space is well used but shows clear signs of wear and limitation. Photographic evidence highlights uneven and worn surfacing, limited variety in play opportunities, and areas that restrict safe and fully inclusive use. In addition, Spark has actively involved children in the design process. Through structured activities, children contributed drawings and ideas for improvements such as sensory play, climbing features and imaginative play areas. This demonstrates both demand for improved facilities and a clear understanding of what users need from the space. The project also aligns with local priorities identified within the Burntwood Neighbourhood Plan, particularly around improving community facilities, supporting health and wellbeing, and providing accessible spaces for growing families in the area.
What evidence do you have that local people support your project?	There is strong and demonstrable support from local families and children. Evidence includes: Children have directly contributed ideas through design workshops, producing drawings and suggestions for the new space

	• Regular feedback from families highlights the importance of safe, engaging outdoor play • Continued high attendance at sessions (over 200 families a week) shows strong demand for Spark's provision • The launch of a public fundraising campaign, including promotional materials, reflects wider community interest and support This combination of direct user involvement and ongoing engagement demonstrates clear local backing for the project.
How does the project contribute to the delivery of the Burntwood Neighbourhood Plan? The Plan can be found at www.burntwood-tc.gov.uk	The project supports the objectives of the Burntwood Neighbourhood Plan by: • Enhancing community infrastructure through investment in a well-used children's and family facility • Improving access to high-quality outdoor space for young children • Supporting health and wellbeing through active play opportunities • Encouraging community cohesion by providing a welcoming, inclusive space for families • Responding to increased demand linked to local housing growth The project ensures that local infrastructure keeps pace with population growth and the needs of families in Burntwood.
Explain how your project meets the following elements	
Explain the existing problem, issue or need that the project addresses.	The current courtyard is a heavily used but ageing outdoor play space. Issues identified include: • Worn and uneven surfacing which limits safe use • Lack of varied, stimulating play equipment • Limited accessibility and inclusivity for different ages and abilities • Restricted opportunities for imaginative and developmental play These issues reduce the effectiveness of the space and limit its ability to fully support children's development and wellbeing.
To what extent does the project resolve the issue?	The project will significantly resolve these issues by transforming the courtyard into a safe, modern and engaging outdoor environment. Planned improvements include: • Levelling the ground to improve safety and accessibility

	• Installing new wet-pour safety flooring with integrated play features (e.g. roadway design) • Introducing a canopy to enable year-round use • Creating opportunities for imaginative and sensory play These improvements will: • Increase safety and accessibility • Expand play value and developmental opportunities • Support greater usage throughout the year • Improve the overall quality of provision
Who are the likely beneficiaries of the project?	Beneficiaries include: • Babies, toddlers and young children • Parents, carers and families across Burntwood • Vulnerable families accessing support services • The wider community through improved local infrastructure The improved courtyard will support a large number of families on a weekly basis and provide long-term benefit for future users.
What evidence do you have of consultation with the community or stakeholder for this project?	Consultation has been a key part of the project and includes: • Direct involvement of children in designing the courtyard through structured activities • Informal feedback from parents and carers during sessions • Input from staff and volunteers based on experience delivering services • Engagement through fundraising and awareness campaigns This inclusive approach ensures the project reflects the real needs and ideas of the community. Feedback from courtyard survey: Overall Rating of the Outdoor Play Area • Most respondents rated the play area between 5/6 out of 10. • Few gave the maximum rating (10), suggesting room for improvement is widely recognized. Baby use feedback: A covered baby area that caters for under two's is essential, they need somewhere that they can feel safe and that doesn't have older toddlers running around, bumping into them Common Areas of Improvement Suggested • Desire for more shade and natural elements (i.e., garden, nature-themed areas).

	• Sensory play features were a recurring suggestion (noisy toys, textures, etc.). • Requests for updated or fixed equipment: better slide, swings, playhouse. • A few parents felt some parts of the play equipment feels unsafe
Would the project lead to any income generation?	The project is not primarily designed to generate income. However, it may: • Increase attendance at sessions • Support sustainability through small contributions to low-cost activities • Attract additional funding or partnerships Any potential income generated at any point in the future would be reinvested into maintaining and improving Spark's community services as a CIO.
What measures do you intend to put in place to ensure your project reaches a successful completion?	Spark will ensure successful delivery through: • Clear project planning and defined scope (£30,000 project budget identified) • Use of experienced contractors with appropriate quotations obtained • Strong governance from trustees and management • Ongoing monitoring and project oversight • Existing experience delivering community projects Fundraising already underway demonstrates commitment and deliverability.
Evidence of stakeholder support	
If the project is highways or education related, do you have a letter of support from the relevant SCC department? (please attach a copy of the letter to this application form)	N/A
Please provide details of support for the project from other stakeholders or organisations	The courtyard is available to anyone visiting the Spark centre. However these groups regularly use the courtyard for structured sessions: • Staffordshire County Council Family Time Contact Visits • Little Owls Nursery • Active Lichfield Us Girls Group • Star Parenting • Mini Spark Crew Social Action Project • World Wide Women International Group • Midday Mayhem Young Parents Group • SPLAT Single Parents Group And many other community users. Statements of support available on request.

Finance, Deliverability and Current funding for the Project	
Total cost of project	Total project cost: £32,848.80 • Quotations: Attached (already referenced in plan) • Spark contribution: • Match funding: £10,823 • CIL requested: £ 22,025 Timescale: • Start: Autumn 2026 • Completion: within 6 months of funding
Please provide quotations obtained in respect of the work(s)	See attached to this application
Is there any funding committed to the project by applying organisation	Yes £9431 from a business fundraiser and £1392 from community fundraising. Spark are also actively holding quiz nights and other fundraisers to raise funds for the courtyard equipment and facilities. Spark also have a donation in memory of a former Trustee to create a sensory area once these flooring and canopy works are completed.
Details of other match funding secured (amount and organisation providing funds)	Already secured £9431 from a sponsored cycle ride
Amount of CIL funding requested	£ 22,025
Please indicate the approximate start and finish dates of the project. (must be deliverable within 3-5 years of application)	Autumn 2026. We have sourced a variety of quotations and the preferred supplier and installer Elevate Play can begin work when funding is secured.
Constraints and Risk Please indicate which constraints (if any) apply to your project - Physical and environmental impacts e.g. flood risk, contamination biodiversity, noise etc. - Approvals of necessary consents e.g. planning permissions - Ownership, acquisition or compulsory purchase order issues - Partnership and governance issues - Dependency on other projects going ahead	
Please provide further information about any constraints identified or detail any constraints not listed.	• No major environmental constraints identified • Work is within an existing enclosed site • Minor disruption during construction phase • Dependent on securing full funding

Please explain to what extent the constraints identified can be overcome.	• Work scheduled outside peak delivery times where possible • Experienced contractors will manage installation safely • Phased approach possible if required • Strong project oversight in place Overall risk is low and manageable.
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Declaration

When you have completed the Expression of Interest, please sign the declaration below.

To the best of my knowledge the information I have provided on this application form is correct. Signed ER Allen Position in Organisation CEO Date 25th June 2026
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Please return this form to jayne.minor@burntwood-tc.gov.uk

To be completed by Steve Lightfoot, Town Clerk, Burntwood Town Council

Risk	Management
Risk: Financial, raising sufficient funds within the time frame	Low risk, but little contingency built in
Risk: Delivery	Low to medium. Has contractor confirmed availability? Has landlord confirmed approval? Consents should be confirmed as grant condition
Risk: Reputational	positively good. Spark are a strategic partner. Low risk. Standard grant conditions (eg, repayment if project abandoned etc) apply, publicity acknowledged BTC support
Risk: Other	on-going maintenance - low risk and remain Spark's responsibility.

Community Infrastructure Levy Community Fund Application Form

Organisation and Project Proposal Details

Project name	Repair, Replace and Regenerate
Details of key person of contact	Nicola Greensill
Name of organisation	Burntwood Memorial Community Association
Describe your organisation's main purpose and regular activities	The Burntwood Memorial Community Association (BMCA) is a community organisation dedicated to serving the people of Burntwood. For over 100 years, it has played an important role in supporting the local community. Our primary aim is to operate as a non-profit organisation, providing facilities and opportunities that benefit the wider community. Through our work, we strive to create an inclusive and welcoming environment for all.
Brief description of the project, including the geographical area it covers	Recently, it has become apparent that essential infrastructure within our facilities is deteriorating. The boilers, now over 20 years old, are beginning to fail, and the underground sewer pipework is in poor condition, frequently becoming blocked. These issues are impacting our ability to provide reliable services to the community and highlight the urgent need for repair and replacement
What is the legal status of your organisation?	The BMCA is a community association run by five trustees staff and volunteers.

Evidence of Need

Please indicate how the evidence of need for this project has been gathered. Include details of any research that you have carried out of strategies/plans which identify this project as a priority.	Recent breakdown of the boilers caused some disruption and the main hall Is a large hall and without heating it is not viable to rent it. Constant blocking of the toilets is becoming more costly and frequent with costs and disruption becoming unsustainable.
What evidence do you have that local people support your project?	Break down of our services from failed heating and blocked toilets would mean we would need to cancel events postponing lettings for vulnerable groups.
How does the project contribute to the delivery of the Burntwood Neighbourhood Plan? The Plan can be found at www.burntwood-tc.gov.uk	Our project directly supports several key priorities within the plan: 1. Supporting community facilities The plan identifies the importance of maintaining and improving community facilities to ensure they remain accessible, inclusive, and fit for purpose. • The BMCA is an established community facility serving the whole of Burntwood • This project ensures the building remains operational, safe, and usable for all groups 2. Delivering healthy, safe and inclusive communities (Policy HS1) The plan promotes developments that create safe, accessible, and inclusive spaces and improve quality of life. • Reliable heating ensures the building is usable year-round, particularly for vulnerable users • Functioning sanitation is essential for health, dignity, and accessibility • The project supports continued social interaction, wellbeing, and community cohesion 3. Improving infrastructure and addressing deficiencies Local planning evidence highlights that Burntwood lacks sufficient “essential physical infrastructure” and requires improvements to support its population. • Replacing outdated boilers and failing pipework directly addresses infrastructure shortcomings • The project ensures existing facilities can meet current and future demand 4. Environmental sustainability and energy efficiency The neighbourhood plan supports improvements that enhance environmental performance and sustainability. • New boilers will reduce energy consumption and carbon emissions • This contributes to wider sustainability and climate objectives

	5. Supporting town-wide accessibility and usage The plan promotes improvements that enhance the usability and attractiveness of local spaces. - Upgraded infrastructure ensures the centre can continue hosting large groups and events - This strengthens Burntwood's social infrastructure and community network
Explain how your project meets the following elements	
Explain the existing problem, issue or need that the project addresses.	Both replacements are now becoming increasingly urgent. We are therefore requesting support from the Town Council, particularly through this grant programme, which has been established to support and improve the infrastructure of Burntwood. This funding will enable us to continue providing essential facilities and services for the benefit of the whole community.
To what extent does the project resolve the issue?	Expected outcomes of this project include: - A reduction in energy usage and carbon emissions by an estimated 20–30% through the installation of modern, energy-efficient boilers - Elimination of unplanned heating outages, ensuring the main hall remains fully operational year-round - A reduction in emergency maintenance and repair costs by an estimated 50% - Improved reliability of toilet and drainage facilities, reducing blockages and service disruptions to near zero - Increased capacity to host large groups and community events, supporting an estimated increase in usage of 15–25% - Protection of vital income streams from hall hire, helping secure the long-term financial sustainability of the centre - Continued support for hundreds of local residents each week who rely on the centre's services and facilities
Who are the likely beneficiaries of the project?	The primary beneficiaries of this project are the residents of Burntwood who use, or will use, the Burntwood Memorial Community Association (BMCA) facilities. This includes: Local community groups and organisations who rely on the centre for meetings, activities, and events Children and young people attending clubs, classes, and recreational activities Older residents who use the centre for social groups and support networks, helping to reduce isolation Families and individuals attending community events, celebrations, and local services

	• Voluntary and support organisations delivering services to the community • Local hirers and businesses who use the hall for classes, training, and events
What evidence do you have of consultation with the community or stakeholder for this project?	There is clear and growing evidence that repairs to the boilers and drainage infrastructure are urgently needed, based on operational disruption, user feedback, and financial impact. Operational breakdowns and service disruption • Recent boiler failures have already caused disruption to the use of the main hall • The hall cannot be reliably hired without heating, leading to cancelled or refused bookings • Frequent blockages in the toilet and drainage system are interrupting normal operations and requiring emergency response
Would the project lead to any income generation?	While these works will not directly generate new income, they are essential to protect and sustain existing revenue streams. Reliable heating and functioning facilities will ensure the main hall remains fully hireable, reduce cancellations, and support increased usage, thereby strengthening the long-term financial sustainability of the center.
What measures do you intend to put in place to ensure your project reaches a successful completion?	Contractors will be monitored with a strict completion date to establish minimum disruption.
Evidence of stakeholder support	
If the project is highways or education related, do you have a letter of support from the relevant SCC department? (please attach a copy of the letter to this application form)	
Please provide details of support for the project from other stakeholders or organisations	
Finance, Deliverability and Current funding for the Project	
Total cost of project	20k
Please provide quotations obtained in respect of the work(s)	One quote for new drainage – West Midlands Drainage £11k Three quotes for replacement boilers
Is there any funding committed to the project by applying organisation	The Burntwood Memorial Community Association (BMCA) is a non-profit organisation. However, we are able to contribute £5,000 towards the cost of this project from our own reserves.

	This demonstrates our commitment to maintaining and improving the facility, while also showing that we are actively investing in its long-term sustainability. As a voluntary organisation, our financial resources are limited, so external funding is essential to enable the full delivery of these urgent infrastructure improvements.
Details of other match funding secured (amount and organisation providing funds)	
Amount of CIL funding requested	£15k
Please indicate the approximate start and finish dates of the project. (must be deliverable within 3-5 years of application)	Depending on availability of the contractors the work could be completed in two weeks on both projects.
Constraints and Risk-None Physical and environmental impacts (e.g. flood risk, contamination, biodiversity, noise etc.) There are no significant physical or environmental constraints associated with this project. The works involve the replacement of existing internal building systems (boilers) and underground drainage infrastructure within an established community facility. Any environmental impact will be positive overall, particularly through improved energy efficiency and reduced carbon emissions. Approvals of necessary consents (e.g. planning permissions) It is not anticipated that full planning permission will be required for the internal boiler replacement. However, building control approval and compliance with relevant regulations (including gas safety and building regulations) will be adhered to. Any requirements for permissions will be identified and obtained prior to works commencing. Ownership, acquisition or compulsory purchase order issues There are no ownership or land acquisition issues. The Burntwood Memorial Community Association owns and manages the premises where the works will take place. Partnership and governance issues There are no partnership or governance constraints affecting delivery. The BMCA will act as the lead organisation responsible for commissioning and overseeing the works. Dependency on other projects going ahead The project is not dependent on any other external projects. However, delivery may be coordinated to minimise disruption to users of the centre.	
Please provide further information about any constraints identified or detail any constraints not listed.	None

Please explain to what extent the constraints identified can be overcome.	None
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Declaration

When you have completed the Expression of Interest, please sign the declaration below.

To the best of my knowledge the information I have provided on this application form is correct.	
Signed	 NICOLA GREENSILL
Position in Organisation	Treasurer
Date	27/4/26

Please return this form to jayne.minor@burntwood-tc.gov.uk

To be completed by Steve Lightfoot, Town Clerk, Burntwood Town Council

Risk	Management
Risk: Financial, raising sufficient funds within the time frame	Low. Applicant is will to contribute a small amount
Risk: Delivery	Low. Researched suitable quotes from reputable installers
Risk: Reputational	Medium, BTC has funding infrastructure for the applicant in past. Applicant needs to ensure a sustainable sinking fund
Risk: Other	BTC has limited funds. This application demonstrates no new or improved facility for residents