



The Old Mining College Centre
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Our Ref: SL/JM

05 October 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 12 October 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 14 September 2026 (Minute Nos. 24-30) (**ENCLOSURE NO. 1**).

4. INFORMATION FROM THE MINUTES

5. IMPROVEMENTS PLANNED FOR THE BOTTOM OF CHASE TOWN HIGH STREET

For information purposes only. No decision is required by the Committee.

Referring to County Councillor Hall's social media post dated 04 October 2026, plans are moving forward to make this part of the High Street safer, tidier and more welcoming. The proposals include improvements to the bus stop, a new bench, a new zebra crossing on Pool Road and repainting the road markings and adding tactile paving. A public consultation has already taken place and officers will also be speaking with Burntwood Town Council about the plans. The work is being funded through Active Travel England, rather than the Staffordshire County Council's usual highways budget. The aim is to schedule the work for spring 2027 (**ENCLOSURE NO. 2A AND 2B**).

6. PLANNING APPLICATIONS

Members are asked to consider the enclosed schedule of planning applications (**ENCLOSURE NO. 3**).

7. BURRT UPDATE

To review and debate the activities of the Burntwood Response and Repair Team (**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.

**MINUTES OF A MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD ON
MONDAY 14 SEPTEMBER 2026**

PRESENT

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

In attendance

S Lightfoot, Town Clerk
Ms Minor, Deputy Clerk
One member of the public

PUBLIC FORUM

No questions were raised by members of the public.

24. APOLOGIES FOR ABSENCE were received from Councillor Hancox and Councillor Kube.

25. 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.

26. 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 P Taylor and it was

RESOLVED That the Minutes of the Planning and Development Committee Meeting held on 10 August 2026 (Minute Nos. 17-23) be approved as a correct record.

27. BuRRT UPDATE

Councillor S Taylor explained that as Chair she had the discretion to change the running order of the agenda, therefore, in light of the Town Clerk's attendance, she said that the Committee would now be discussing the BuRRT update.

Councillor S Taylor explained that she and the Chief Officer had met on 14 September to discuss the BuRRT report where concerns were raised about the clarity and quality of the information given, and how outdated the monthly information was. Also that the Committee had not had a representative from the BuRRT team attend planning for a few months, due to personnel considerations.

It has been agreed on 14 September that the Chief Officer would attend planning meetings bimonthly starting in November 2026.

Proposal

Councillor S Taylor stated, with the Chief Officer's support, she proposed that the current report is not fit for purpose due to the lack of information the Committee is receiving. She proposed that we updated and refreshed the report to ensure the Committee are getting the correct, up-to-date information about BuRRTs activities, with quality information on the status of outstanding works, including blockers, urgency, timescales and also highlights successes and the great work that BuRRT does.

Councillor S Taylor stated that the Chief Officer will be responsible (with the Chair of the Planning and Development Committee) for creating and refreshing the report. The Chief Officer is responsible for filling in the report, sending it to the Chair for feedback before it goes on the agenda and presenting and answering questions on the worksheet and BuRRT.

Councillor S Taylor asked for a seconder and Councillor Gittings seconded the proposal.

Councillor S Taylor invited the Chief Officer to speak.

Members noted Councillor D Ellis's comment that the current report took a lot of effort to create and he felt that we did not want the worksheet to stray too far from the current format as it was easy to navigate, and Councillor S Taylor confirmed that she will work with the Chief Officer to keep the current worksheet, with improvements to reporting agreed upon by herself and the Chief Officer.

Members were informed that the first report will be in the new format in November 2026.

(The Town Clerk left the meeting at 6.06pm)

28. INFORMATION FROM THE MINUTES

Planning Application 26/00838/COU – Unit B2, Cannel Road, Burntwood Change of use from Class B8 with ancillary offices, trade park and showroom to Class E(d) indoor recreation with ancillary facilities for golf simulation (no external alterations)

Following on from the Deputy Clerk's email to Committee Members dated 07 September, she confirmed that Lichfield District Council had refused the application on 04 September for the following reasons:

1. The proposed change of use would result in a use outside of the traditional employment uses classes (B1, B2 and B8) on an existing industrial area subject to the provisions of Policy EMP1 of the Lichfield District Local Plan Allocations document.

Insufficient evidence, in the form of

- i. details of comprehensive marketing of the site for at least 12 months and appropriate to the prevailing market conditions; and
- ii. a financial appraisal that demonstrates that the development of any employment generating use is unviable;

has not been provided to allow the Local Planning Authority to undertake an appropriate and robust assessment of the proposal against the requirements of Policy EMP1 of the Lichfield District Local Plan Allocations document and Policies S3 and S4 of the NPPF (2026).

Councillor D Ennis thought that the decision was ludicrous and referred in particular to the wording 'traditional employment'. He explained that the previous occupiers of the unit had perhaps employed only 2 to 3 people whereas the golf simulation facilities would employ substantially more. Councillor D Ennis confirmed that he was currently in talks with District Council planning officers as the premises had officially opened for business on 31 August.

For Information Purposes Only

Amendments to the constitution arising from the National Scheme of Delegation of Planning Functions

Councillor S Taylor read out the following statement:

For clarity, and for the minutes, I would like to note how planning decisions will be made.

The changes stem from new national planning regulations that take effect from 31 October 2026 and apply to every council in England.

Lichfield District Council and Councillors have no choice but to align their arrangements with government guidelines. If they didn't, every committee decision on a delegated matter would be legally defective and unenforceable. Lichfield District's Planning Committee has recommended the necessary changes to full council.

From that date District Planning Officers will determine most applications directly - house extensions, developments under 10 homes, and minor commercial sites.

District Ward councillors will no longer be able to call in a planning application automatically to the District Planning Committee automatically.

For eligible larger or more significant applications, your District Ward Councillor, can still raise planning applications concerns, and request District Planning Committee consideration through the new Gateway Process.

Gateway referrals must be submitted swiftly, as there is only a short window of opportunity.

They must set out concerns referring to planning policy, our green belt, the town plan, objections from neighbours, etc.

However, any gateway referral will only proceed to the District Planning Committee if the senior planning officer and the chair of District Planning Committee agree that the application raises significant issues.

For larger housing sites, **once outline planning permission is granted**, officers alone determine the detailed follow-up—design code, layout and access—for any development under 500 units. Our own role is unchanged.

We can still make comments on planning applications as consultees, but our comments need to be considered, because we can no longer trigger a District Committee meeting ourselves.

From October, our representation as consults will be more important and will carry the most weight for objections on planning applications if we clearly and thoroughly set

out where applications clearly don't meet planning policy, conflict with town plan policy, and where there are resident objections.

Councillor D Ennis shared Members concerns however he felt that we needed to ensure stronger arguments for objection going forward.

Councillor Swain referred to Lichfield District Council's Planning Committee held on 07 September where the amendments to the National Scheme of Delegation had been discussed. He believed that the Councillors in attendance had unanimously voted in favour of recommending it to Full Council for adoption of the recommendations contained in the report. He did query however if the Councillors could have agreed some but not others.

Councillor P Taylor thoughts that there had been no optional parts and the National Scheme of Delegation needed to be amended to ensure compliance with the new national requirements. He referred to the comments made by Burntwood Action Group on social media platforms which he believed had been unfair.

29. CHASE TERRACE ACADEMY – PROPOSED BASE STATION UPGRADE

Councillor S Taylor advised Members that a consultation had been received from Cornerstone for the removal and replacement of 6 no. antennas, installation of 1 no. new 300mm dish and other associated ancillary works thereto. Members had no objection.

30. PLANNING APPLICATIONS

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

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|-----|--------------|-------------------------------|--|---|
| (a) | 26/00967/FUH | Summerfield
and All Saints | Mr and Mrs Skelton
78 Chase Road
Burntwood | Demolition of
conservatory and
erection of a single
storey rear extension,
conversion of garage to
bedroom and creation
of wet room |
|-----|--------------|-------------------------------|--|---|

Members noted that this application had been granted on 10 September 2026.

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|-----|--------------|-----------|--|---|
| (b) | 26/00953/FUL | Highfield | Mr Empson
The Granary
7 The Hollies
Coulter Lane
Burntwood | Erection of a detached
garden office |
|-----|--------------|-----------|--|---|

Members noted that this application had been withdrawn on 08 September 2026.

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|-----|--------------|-------------------------------|---|---|
| (c) | 26/00885/FUH | Summerfield
and All Saints | Mr and Mrs Dove
80 Leafenden Avenue
Burntwood | Erection of a single storey
and two storey rear
extension |
|-----|--------------|-------------------------------|---|---|

No objection.

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|-----|--------------|-----------|-----------------------------|---------------------------|
| (d) | 26/00998/FUH | Chasetown | Mr Bird
4 Beech Crescent | Two storey side extension |
|-----|--------------|-----------|-----------------------------|---------------------------|

Burntwood

No objection.

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|-----|--------------|-----------|--|---|
| (e) | 26/00962/COU | Highfield | Stokes and Slater
The Barn
Padbury Lane
Creswell Green
Burntwood | Section 73 application to permission 25/01176/COU to vary condition 2 (approved plans) and 3 (external materials) to allow elevational enhancements, and changes to the access, internal track and parking arrangements |
|-----|--------------|-----------|--|---|

No objection, in principle, as long as the proposed changes conforms to Green Belt criteria. However, the information requested by Staffordshire County Council must be provided and approved before the application is granted.

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|-----|--------------|-----------|--|--|
| (f) | 26/00983/FUL | Chasetown | Mr Bailey
Chasetown Football Club
Church Street
Burntwood | Installation of 3 no. prefabricated modular units to provide additional accessible changing and showering facilities |
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No objection, in principle, as long as the proposal conforms to Green Belt criteria.

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|-----|--------------|-------------|--|---|
| (g) | 26/00804/FUH | Gorstey Ley | Miss Tully
93 Lichfield Road
Burntwood | Erection of a 2 no. storey side extension, single storey rear extension and front porch |
|-----|--------------|-------------|--|---|

No objection.

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|-----|--------------|-----------|--|---|
| (h) | 26/01018/FUL | Chasetown | Mr Millward
Workshop Land rear of
25 and 27 Ash Grove
Burntwood | Demolition of existing industrial premises and erection of dormer bungalow and associated works |
|-----|--------------|-----------|--|---|

OBJECTION. The proposed development would have an adverse impact on neighbouring property due to its positioning and height and the applicant has failed to demonstrate a safe and suitable site access.

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|-----|--------------|-----------------------|---|---|
| (i) | 26/01052/FUH | Boney Hay and Central | Ms Lake
15 Highfield Avenue
Burntwood | Front door to be repositioned to front elevation and existing timber cladding to be replaced with white render to make dormer cheek |
|-----|--------------|-----------------------|---|---|

No objection, in principle, as long as the proposal is not out of keeping in the streetscene.

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|-----|--------------|---------------|--|---|
| (j) | 26/01056/FUL | Chase Terrace | Mr and Mrs Gibbons
35A High Street
Chase Terrace | Erection of a detached 2 bed bungalow, with garden, driveway with 2 |
|-----|--------------|---------------|--|---|

no. parking spaces and
bin storage (resubmission
of 26/00057/FUL)

OBJECTION. The proposed development due to its siting and width of the existing road/
access would represent inappropriate/overdevelopment of the site.

(k)	26/01024/CLE	Highfield	Mr Smith Poplars 47 St Matthews Road Burntwood	Certificate of Lawfulness (Existing): Use of site to provide a total of 14 supported living units for adults (16+)
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No objection, in principle, as long as the Local Planning Authority is satisfied with the
information provided.

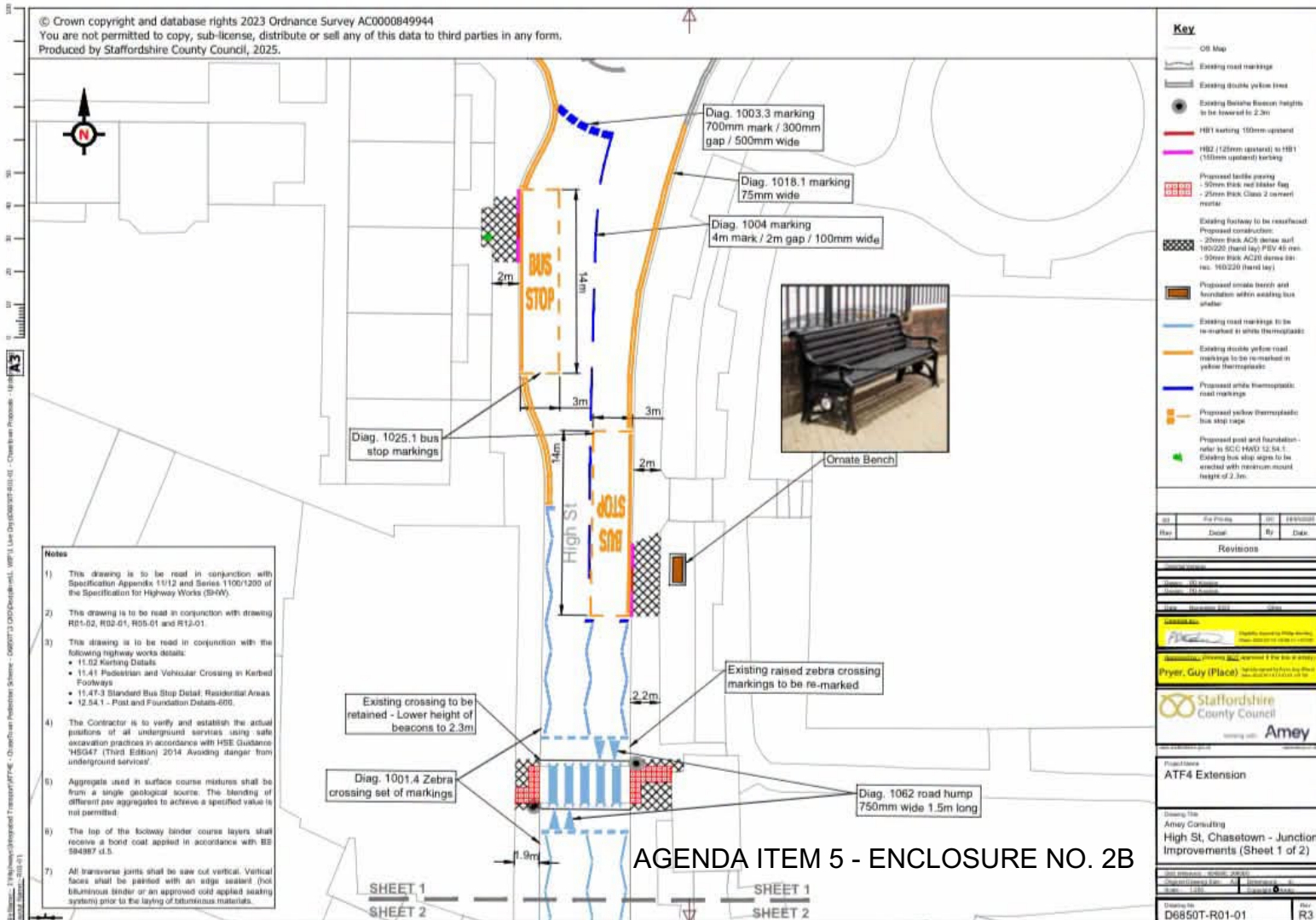
(The Meeting closed at 6.31 pm)

Signed

Date



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Planning and Development Committee: Applications for Consideration: 12 October 2026

	Application No.	Ward	Site	Proposal
(a)	26/01032/FUH	Highfield	Mr Male 105 Farewell Lane Burntwood	Single storey rear extension
(b)	26/00887/HSC		Autosmart International Ltd Unit 9, Zone 1 Burntwood Business Park Attwood Road Burntwood	Variation to Hazardous Substances Consent 22/00013/HSC to allow the storage of 155 tonnes of Screen Wash, 40 tonnes of Methanol, and 40 tonnes of hydrofluoric acid-based cleaning products
(c)	26/01134/COU		LCP Properties Limited Unit B2 Multipark Burntwood Cannel Road Burntwood	Change of use from Class B8 with ancillary offices, trade park and showroom to Class E(d) indoor recreation with ancillary facilities for golf simulation
(d)	26/01127/FUH	Summerfield and All Saints Ward	Mr Stretton 88B Springhill Road Burntwood	Conversion of loft with dormer to form bedrooms and bathroom
(e)	26/01136/FUH	Gorstey Ley	Ms Breakwell-Darnley 16 Rugeley Road Burntwood	Single storey side and rear extension to form kitchen
(f)	26/01144/FUL	Highfield	Mr Empson The Granary 7 The Hollies Coulter Lane Burntwood	Erection of a detached garden office
(g)	26/00705/COU	Chase Terrace	Mr Fisher 79 Ironstone Road Burntwood	Change of use from retail to two residential dwellings 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	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
3	12.04.2026	Member of the Public	BTC		Bus Shelter opposite Aldi needs seat replacing	Bricks purchased and suitable bench is now planned.
4	28.05.2026	Member of the Public	SCC		Sankey's Corner and Swan Island – covered in weeds	Partially done, some by us and some by LDC
5	04.06.2026	Member of the Public	SCC	Summerfield and All Saints	Clear pavement of weeds and in the road – Hunter Avenue	Ongoing
6	09.06.2026	Member of the Public	SCC	Summerfield and All Saints	Excessive weed growth along kerb side – Meadway Street	Ongoing
7	14.06.2026	Member of the Public	BTC	Chase Terrace	Broken cabinet and missing poster – Rugeley Road, Chase Terrace	Ongoing as cabinet needs replacing
8	17.06.2026	Member of the Public	SCC	Gorstey Ley	Weeds by gutters – Leam Drive	Ongoing
9	28.06.2026	Member of the Public	SCC		Weeds at Sankey's Corner	See above
10	04.07.2026	Member of the Public	SCC	Summerfield and All Saints	Springhill Road zebra crossing in need of urgent repair	Reported to SCC
11	05.07.2026	Member of the Public	SCC		Weeds at Sankey's Corner and Swan Island	See above
12	12.07.2026	Member of the Public	SCC		Reported at Market – number of weeds at Sankey's Corner	See above
13	21.07.2026 & 24.07.2026 & 16.09.2026 & 20.09.2026	Member of the Public	SCC		All 4 corners of the junction – Morley Road/Springhill Road/Cannock Road - Weeds	Complete. LDC will carry out the work

	Date Reported	Reported By	Responsibility (LDC, SCC, BTC, Bromford, Private Ownership)	Ward or OMCC, Community Centre	Description	Date Completed/Comments/ Reported
14	31.07.2026	Member of the Public (Facebook)	BTC	Boney Hay and Centre	Defib smashed windows – Ryecroft Shops	
15	25.08.2026	Member of the Public			The path to the Redmore pub is over grown stinging nettles thorns its single file most of way at times you have to walk on road.	Reported to SCC
17	10.09.2026	Member of the Public	PRIVATE		Bench ripped out of the ground side of St Giles Charity Shop	Private land. Cannot complete
18	13.09.2026	Member of the Public (Market)			Large 'tree' planters by Costa Coffee could the 'grasses' be removed or trimmed to make them more visually attractive	LDC responsibility.
19	13.09.2026	Member of the Public (Market)			Following the flooding – drains need checking – end of Wilkinson Close (Ogley Hay Road), Ogley Hay Road/Slade Avenue junction	SCC
20	14.09.2026 & 16.09.2026	Member of the Public			Overgrown problem end of Plant Lane. Rats in gardens	Uncertain land ownership. Advised MoP. Too much for Buurt.