

# Lifton Parish Council

## Minutes of the Parish Council Meeting held remotely using Zoom on 17<sup>th</sup> December 2020

*These minutes are provisional until they are agreed at the next meeting of the parish council; they will be signed by the Chairman at the earliest opportunity.*

**Present:** Cllr C Edmonds (Chairman), Cllr Dunn, Cllr Elworthy, Cllr Glen, Cllr Lees, Cllr Measey, Cllr Moore, Cllr Parsons and Cllr Sutton-Woodhouse

**1. Apologies:** Cllr Elias

**2. Minutes:** The minutes of the PC meeting 26<sup>th</sup> November 2020 were approved as a true and accurate record of the meeting and will be signed by the Chairman at the earliest opportunity.

**3. Dispensations and Declarations of Interest:** None

### **4. Public Participation/Borough Cllr. Update**

Public Participation:

A member of the public joined the meeting for planning application 3807/20/FUL. They provided some background information on the site and the proposal to convert a former shop into a residential dwelling. The former Glenvale Nursery site was purchased 6 years ago as lot 1 (house/garden) and lot 2 (shop/surrounding area) and whilst thoughts were given to the use of the former shop, nothing viable could be found. The shop has an address in North Road whilst the house address is in Old Tinhay. A previous planning application relating to agricultural and horticultural use was not successful. This new application now sought permission for conversion of the shop into a dwelling which could be used by either the current or new owners who would benefit from having access to the many facilities in the village which were within walking distance of the property.

Borough Councillor Update:

The South Hams & West Devon Draft Housing Strategy Consultation 2021 - 2026 "Better Homes, Better Lives" has commenced and the deadline for responses is 1<sup>st</sup> February 2021.

Devon County Council have launched the draft interim Devon Carbon Plan consultation with the deadline for responses being 15<sup>th</sup> February 2021.

Councillors were informed that they could access both of these consultation documents via the 'Latest News' page on the Parish website.

### **5. General items:**

#### **5.1 Highways**

The Clerk reported that the replacement marker post for the village green had been delivered directly to the Chairman and was awaiting installation in the new year.

The latest DCC Highways Newsletter 'Roadmap' had been received and would be shared with Councillors via email after the meeting.

**Action: Clerk to circulate latest DCC Highways Newsletter to all Cllrs via email.**

## 5.2 Village Trees

The Clerk was still awaiting a response to the application to DCC Highways seeking permission for some of the new village trees to be planted at the village green, the triangle at the top of Darkey Lane and in New Road.

**Action: Clerk to provide an update on the outcome of the above application to a future meeting once a response from DCC had been received.**

## 5.3 Broadband connection in the village

Councillors were informed that 'Connecting Devon & Somerset' has launched its fibre extension programme, comprising of two initiatives with Openreach and Airband. Between the two, full fibre will be delivered to more than 8000 additional homes and businesses across Devon and Somerset by the end of 2021. Work has already commenced around North Devon. Lifton is on the list and set to benefit by the end of next year.

**Action: The Chairman was asked to clarify that these two initiatives would in fact be of benefit to all existing properties in Lifton and not just to new properties.**

## 5.4 Defibrillator Update

Cllr Measey confirmed that he has been undertaking the regular checks of the defibrillator and that monthly reports were being submitted to the South Western Ambulance Service NHS Foundation Trust.

## 5.5 North Road School Entrance – salt for pavement

Councillors were informed that both parents and children were struggling to walk along the pavement and into school during the recent icy conditions.

Councillors agreed to place a grey bag of salt in this area along with a plastic shovel so that the salt could be spread as and when needed.

The Vice-Chair reported that he had three salt bags which could now be used or placed into storage at the QE11.

The Chairman had asked DCC Highways to fill their salt bins around the village.

**Action: The Chairman was asked to purchase a shovel and to place it with the grey salt bag by the school. The Clerk would arrange reimbursement for any costs incurred once a receipt had been provided. All agreed.**

## 5.6 Scrap metal collection

The metal sheets at the graveyard and the old goal posts at the Recreation Ground had been collected by the scrap metal dealer.

Councillors were informed that the removal of the metal sheets from the graveyard had revealed a large pile of rubble/stones; the contractor would be asked to clear this area in the Spring.

## 5.7 DCC Grass Cutting Contracts 2021-22

The rural grass cutting agreement (West Devon Drive) and urban grass cutting agreement for 2021/22 and schedules 1-4 of the agreement had been received from DCC Highways. Due to budget constraints the allocation for all Council areas remains the same with an increase for inflation of 3%.

Councillors fully supported the Chairman as he signed both agreements during the meeting. The signed contracts have to be returned to DCC by 30th January 2021.

**Action: The Chairman to share the signed contracts with the Clerk.**

## 6. Reports:

**6.1 QE11 report:** The grant application for £6k towards the new play equipment had been submitted by the Clerk to WDBC. The QE11 Management Committee would deal with the project planning etc.

**6.2 Community Centre:** Councillors were asked to consider whether to keep this item on the agenda in the future given the centre was now up and running and had its own management committee. Councillors agreed to remove this as a standing item on future agendas.

## 7. Finance

### 7.1 For payment

Clerk's salary for December	£ 416.22
Interim Internal Audit fee (payment to Mrs N. Taylor)	£ 20.00
2020-21 Grant payment to QEII Recreation Ground	£1200.00

**Proposed and seconded that all the above payments be made.**

[Total payments: £1636.22]

**Action: Clerk to make all payments online.**

### 7.2 Payment received:

Interest	£ 00.08
Spry & Son – Internment fee	£ 150.00
Arthur W. Bryant Funeral Service Ltd – Memorial fee	£ 20.00
DCC grass cutting fund (urban & rural)	£3452.00

### 7.3 Outstanding invoices: None

General matters relating to Finance:

### 7.4 Budget setting 2021-22

**Motion: To set the budget for 2021-22 at £ 18633.** Proposed, seconded; all in favour.

### 7.5 Precept setting 2021-22

**Motion: To set the precept for 2021-22 at £ 14210.** Proposed, seconded; all in favour.

**Action: Clerk to submit the precept to WDBC.**

## **7.6 Future expenditure: projects and donations**

Councillors discussed future expenditure on projects and donations and agreed to support the following: a future WI floral display in the village; money towards new play equipment at the QE11 Recreation Ground; money towards new decking at the QE11 pavilion; and a donation to the 1<sup>st</sup> Lifton Sea Scouts on receipt of a formal request.

**Proposed, seconded; all in favour.**

## **7.7 Citizens Advice Torridge, North, Mid and West Devon - Parish Council Donation request 2021-22**

The Clerk shared a letter from the Citizens Advice Torridge, North, Mid and West Devon branch requesting a donation from Lifton Parish Council. Councillors were informed that a donation of £100.00 had been made by the PC last year. Councillors agreed to donate £150.00 to the Citizens Advice TNMWD and asked the Clerk to make the necessary payment as soon as possible.

**Proposed and seconded that the above payment be made. Support for £150 (8); support for £100 (1). Action: Clerk to make donation payment of £150.00 online to the Citizens Advice TNMWD.**

## **8.0 Planning**

### 8.1 Applications:

3807/20/FUL - Proposal: Planning application for conversion of former shop to residential dwelling.  
Site Address: Glenvale Nursery, North Road, Lifton, Devon PL16 0DS

The Chairman provided an introduction and background to this planning application which sought to convert the former shop at Glenvale Nursery into a single residential dwelling. Councillors were asked to consider this application.

Councillors agreed that the current shop building was unattractive and supported development of this redundant property providing it met the sustainability requirements of the Joint Local Plan (JLP).

**Proposed and seconded. PC decision: support (6); not support (2); abstain (1).**

2536/20/OPA - Proposal: READVERTISEMENT (Revised plans received) Outline application for up to 68 dwellings with POS, landscaping and sustainable drainage system, with vehicular access through the approved access for the adjacent development (2353/18/OPA) - all matters reserved except access.  
Site Address: Land south of Fore Street, Fore Street, Lifton PL16 0BT

Councillors were informed that this application had been readvertised now that the drainage plans had been received. South West Water were content with these plans.

The Chairman, in his role as Ward Member, provided an update regarding the consultee responses which had been received since this application was discussed at November's meeting. Councillors received an update on the Section 106 provision for Lifton Primary School and Lifton Surgery.

Some highways concerns had been raised on the planning portal and Councillors also reflected some concern regarding congestion in North Road. Councillors felt it necessary for Highways to consider all these existing issues and not just the impact of increased vehicle numbers from new housing developments.

In his role as Ward Member, the Chairman has sought a response from Highways who confirmed that they do take a holistic overview of all the developments in the village in their consultation responses.

A request from WDBC had been received regarding the Open Space, Sport and Recreation (OSSR) consultation.

Councillors agreed that the following suggestions should be put forward:

Improved facilities at the QE11 Recreation Ground, including children's play area, replacement of wooden decking and improvements to the main entrance to the facility.

Extension of the facilities at the Lifton Community Centre including phase 2 of the development to add two further rooms for community use.

A new roof for the Lifton Men's Institute, which functions largely as a snooker club.

**Proposed and seconded. PC decision: support (9); not support (0); abstain (0); all in favour.**

3920/20/CLE - Proposal: Certificate of Lawfulness for Existing Use to establish development has commenced in accordance with condition 1 of planning permission 3557/17/FUL. Site Address: Car Park, Ambrosia Creamery, Station Road, Tinhay, Devon PL16 0BB

Councillors received the background to this application and were informed that the planning consent granted in 2018 for the car park improvements at the Ambrosia site would expire in February 2021.

Councillors wished to respond by confirming that the tree removal had taken place along with the installation of a kerb and the laying of fresh tarmac around that kerb area. Councillors supported this application.

**Proposed and seconded. PC decision: support (9); not support (0); abstain (0); all in favour.**

8.2 Approvals: 3782/20/COM - Location: BT Pole WWLIFT-55-00 Footway at Arundell Close at junction with The Crescent Lifton PL16 0DT. Application Type: 28 (1 month) Communication PD Application. Proposal: Notice of intention to install electronic communications apparatus comprising one tri-sector antenna on existing telegraph pole, equipment cabinet at ground level and ancillary development thereto (Amendment to Previous Notification Ref 2980/20/Com to Relocate Cabinet).

**Decision:** Permitted development

8.3 Refusals: None

General matters relating to planning:

8.4 For information only: 3782/20/COM - Application Type 28 (1 month) Communication PD Application. Applicant Name - Clarke Telecom. Notice of intention to install electronic communications apparatus comprising one tri-sector antenna on existing telegraph pole, equipment cabinet at ground level and ancillary development thereto (Amendment to Previous Notification Ref 2980/20/Com to Relocate Cabinet) BT Pole WWLIFT-55-00 Footway at Arundell Close at junction with The Crescent Lifton PL16 0DT

**9. Correspondence:** Councillors received details about:

Census Engagement 2021 – Introduction to Census Engagement Manager from the Office for National Statistics covering West Devon

Thank you letter from the Devon Poppy Appeal and The Royal British Legion

**10. Councillors' items for future agenda:** None

**Next Meeting:** 7.00pm, Thursday, 28<sup>th</sup> January 2021 - via Zoom

Meeting closed at 20:50

SIGNED..... Date.....