

# Lifton Parish Council

## Minutes of the Parish Council Meeting at Lifton Community Centre, 28<sup>th</sup> November 2019

*These minutes are provisional until they are agreed and signed by the chairman at the next meeting of the parish council*

**Present:** Cllr C Edmonds (Chairman), Cllr Moore, Cllr Elias, Cllr Measey, Cllr Parsons, Cllr Willing and Cllr Sutton-Woodhouse

- 1. Apologies:** Cllr Elworthy, Cllr Glen and Cllr Sparrow
- 2. Minutes:** The minutes of the PC meeting 24<sup>th</sup> October 2019 were approved and signed by the Chairman as a true and accurate record of the meeting.
- 3. Dispensations and Declarations of Interest:** None
- 4. Visiting speaker:** None
- 5. Public Participation/Borough Cllr. Update**

A parishioner raised the issue of speeding vehicles through village and said that it's getting worse particularly along the main road, by the shop and Lifton farm shop.

The issue of speeding in the village has been discussed by the PC on numerous occasions. Councillors reported that this issue had also been raised many times with both DCC Highways and the local Police and could be raised again. Councillors discussed the siting of the village speed signs and agreed that the speed sign situated at Liftondown could be moved to Tinhay. The speed sign at Darkey Lane would remain. It was also agreed that the Clerk raise this issue again and try and involve the local Police to undertake speed management. It's a constant concern locally and in the whole borough. Cllrs agreed that speed sign should be moved as detailed above to Tinhay and Clerk to contact PCSO raise issue Tinhay to Liftondown including North Road and ask for speed check to be undertaken.

**Action: Clerk to put an item on the December agenda and raise the issue of speeding through the village with the local PCSO and Highways Officer. Councillors to move the speed sign to Tinhay.**

Borough Councillor Update:

A consultation process began on 13<sup>th</sup> November running until 6<sup>th</sup> January on the supplementary planning document (SPD) and statement of community involvement. A new supplementary document was needed to add further guidance. Once adopted, the SPD will be used in West Devon, South Hams and Plymouth. Further details were available on the consultation portal (details available from the Clerk). Following the consultation, it was hoped that both documents would be adopted in Spring 2020.

## 6. General items

### 6.1 Highways Update

At the West Devon Highways and Traffic Orders Committee (HATOC) meeting held on 5<sup>th</sup> November 2019 it was reported DCC will be introducing a new Streetworks Permit Scheme. This is a national initiative that the (then) Government highly recommended that County Councils take on board. Any body (utility companies, County Highways, private companies etc.) wanting to do repairs or work on the roads needs to apply for a permit (cost on a sliding scale). There will be discounts for more than one permit application.

The idea is that these will reduce delays and disruption, reduce environmental impacts and enable trench work for example to be done in co-operation with other companies who need to work in the same area. The scheme is (supposedly) self-financing, although County will be employing an additional 12 staff to deal with permit applications. This system will be starting in March 2020 initially with County works, including utilities, in order to test the new software and staffing before all such applications will be required by March 2021.

The Clerk reported that a dead tree located at the right-hand side of the village bus stop had been identified and that it needed to be removed before it possibly became unstable. Councillors agreed to authorise the contractor to undertake this work and requested that he also do some work on a second tree that was also leaning on the bus shelter. It was agreed that this work be covered in the estimated quote from the contractor of approximately £150.

The contractor had offered to remove the weeds from the large stone wall opposite the village shop for free.

**PC decision: to support; all in favour.**

**Action: Clerk to contact contractor and ask for dead tree to be removed and for additional work on second tree by bus shelter.**

### **6.2 Defibrillator**

The Councillor to undertake the next monthly checks was confirmed.

### **6.3 Graveyard**

The Clerk reported that the quote for a small sign in the cemetery to deter the use of glass/jam jars had now been received. The quote came in at £52.50 (Inc. VAT £8.75) which also included a traffic grade fixing channel on the rear of the sign.

Councillors agreed that this sign should be purchased and instructed the Clerk to order it.

**PC decision: to support; all in favour.**

**Action: Clerk to order sign.**

Councillors were informed that the Clerk would be attending a cemetery course in February 2020.

The Chair informed Councillors that he was still awaiting a quote from the contractor for the ground levelling work at the graveyard.

### **6.4 QE11 Recreation Ground – Update on insurance cover**

The Clerk provided an update from the PC's insurance officer which confirmed that with regards to the river running through part of the recreation ground, any area of land which the parish council owns or is responsible for will be covered for public liability within the core cover. Events which the parish council are organising will be covered under the policy, though a special event form would need to be completed and depending on the activity it may be referred to Zurich. Normal non-hazardous events will be covered within the standard cover. Any other organisations using the recreation ground and river/riverbank would need to have their own insurance.

Councillors were satisfied that the PC had sufficient insurance and that the issue around fishing rights and the riverbed ownership be passed back to the Recreation Ground Committee.

**PC decision: To support referring River Lyd fishing rights and riverbed ownership back to the Recreation Ground Committee. Proposed (CE) and seconded (GE); all in favour.**

### **6.5 Mobile Phone Mast Update**

The Chair reported that after the refusal of the planning application he had tried to ascertain whether a revised application was going to be submitted. The agent for the application had not provided a response and neither had Vodaphone. Contact was made with Cornerstone (company made up of Vodaphone and Telefonica) who were very helpful. Councillors were informed that the applicant was not going to appeal the planning decision and that they were not looking for a new site in village. The issues within the church diocese had been resolved and as the church tower already has advanced planning permission, it may be possible for the mobile phone antenna to be installed on the church tower. The timescale for the work was not currently known.

## **7. Reports**

### **7.1 QE11 report:**

The gateway swamp has been drained and the annual fire equipment inspection has been completed. There would be a committee meeting in February 2020. Councillor Moore would look at the recreation ground noticeboard and repair as necessary.

### **7.2 Community Centre Report**

This month has been extremely busy with various shows for Christmas taking place. This has led to some complaints being received regarding the cleanliness of the centre itself. This issue was being addressed; the cleaners have just not had time between the various events to do a full clean.

## **8. Finance**

### **8.1 For payment**

Clerk's salary	£ 389.33
Clerk's expenses: HM Land Registry search fee	£ 3.00
A4 White paper, A4 plastic punch pocket folders and paperclips	£ 9.45
RBL (poppy wreath)	£ 50.00
CAB donation	£ 100.00
Lifton Scout Group donation	£ 120.00
M&M Kneebone (Bus stop work) (incl £76.24 VAT)	£ 457.44
Martin Ashley cemetery grass cutting (incl £150 VAT)	£ 900.00
Martin Ashley village green, verge cutting and kerb spraying (Aug-Nov) (incl £235 VAT)	£1410.00
Martin Ashley QE11 strimming and cutting (incl £28 VAT)	£ 168.00
ICO data protection (via direct debit)	£ 35.00
North Petherwin Parish Council for VAT reclaim paid to LPC in error by HMRC	£2,054.14

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

[Total payments: £5696.36. Total VAT: £489.24]

**Action: Clerk to make all payments**

**8.2 Payment received:**

Interest	£ 0.40
E Pascoe & Son Monumental Masons (addition to inscription)	£ 20.00

**8.3 Outstanding invoices: None**

General matters relating to Finance:

**8.4 Council Tax Support Grant Proposed Withdrawal 2020-21**

Councillors were informed that on 5<sup>th</sup> November, the SH/WDBC Hub Committee met and it was resolved that the results of the consultation exercise with Town and Parish Councils on the Council Tax Support Grant be considered.

Although some Committee Members felt that it would better serve Town and Parish Councils to stagger the withdrawal of the Council Tax Support Grant, particularly in light of the consultation responses received, on balance, the Committee agreed to withdraw the Council Tax Support Grant by 100% from 1<sup>st</sup> April 2020.

A meeting of the Full Council will be held on 17<sup>th</sup> December where Councillors will consider the Hub Committee's recommendation above. If anything changes on 17<sup>th</sup> December we will be informed.

**8.5 Lloyds Bank Online Business Banking Application Form**

The Clerk reported that she had to submit a new application form to Lloyds Bank to access their online business banking service. Councillors were asked to sign the application form which would allow the Clerk to make online payments, as and when necessary.

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

**Action: Clerk to send off completed application form to Lloyds Bank**

**8.6 Bank Reconciliation**

The Clerk presented the bank reconciliation – there are no issues to report.

**8.7 Budget Monitoring 2019-20**

The Clerk presented the budget showing YTD and estimated year-end figures.

**8.8 Budget Planning 2020-21**

The Clerk presented a draft budget for discussion in order for a proposal on the budget and on the precept to be made next month.

## 9. Planning

### 9.1 Applications:

1369/19/HHO - Proposal: READVERTISEMENT (revised plans received): Householder application for alterations & extensions to existing dormer bungalow. Site Address: 6 Park Road Lifton Devon PL16 0BL

The original application had come to the PC before. Heritage comments were not favourable and there were significant negatives within the original plans. The revised plans had now been submitted and highlighted that on the rear elevation 2 dormers had been removed. Councillors could see no other changes in terms of design although the applicant had responded positively to a neighbour.

**PC decision: to support; all in favour**

3513/19/HHO - Proposal: Householder application for extension to bungalow. Site Address: Parkfield Lifton PL16 0HD

Councillors agreed that the proposed work to front of bungalow was very tasteful and they could see no cause for any objections.

**PC decision: to support; all in favour**

3185/19/FUL - Proposal: Erection of dwelling (resubmission of 0309/19/FUL). Site Address: Robins Croft Liftondown PL16 0DA

There were two reasons why the original application was refused initially, one of those being the significant loss of curtilage to Robins Croft.

Councillors discussed the application and agreed that the development was too big for the site and that it was an unsuitable development.

**PC decision: to not support; all in favour**

3580/19/HHO - Proposal: Retrospective householder application to reinstate shed. Site Address: Riverside Launceston PL15 9QX

This is a farm where several buildings have been converted. The proposed shed is smaller than one on the site previously. Councillors agreed there was no visual impact and that this was not in a conservation area.

**PC decision: to support; all in favour**

### 9.2 Approvals:

0888/19/FUL - Lifton Bridge Bungalow New Road Lifton Devon PL16 0AH. PROPOSAL: Proposed replacement vehicular access. DECISION: Conditional Approval

2410/19/HHO - 2 Hannaford Road Lifton PL16 0BD. PROPOSAL: Householder application for proposed elevation changes. DECISION: Conditional Approval

### 9.3 Refusals:

2982/19/PDM - Glenvale Tinhay Lifton PL16 0DS. (Prior Approval Agricultural building to dwelling C3) PROPOSAL: Notification for prior approval for proposed change of use of agricultural building to dwelling house (Class C3)(Part 3, Class Q(a) only). DECISION: Prior Approval Required and Refused

### 9.4 Appeals: None

General matters relating to planning:

9.5 There is no statutory consultation requirement on the application below – this is for Information only: 3436/19/AGR - Application Type: Agricultural Determination - Application for prior notification of agricultural or forestry development - proposed general purpose storage shed. Land at Ashleigh Farm Lifton PL16 0HF

Application Withdrawn: 0813/19/FUL - Beechwood House Station Road Tinhay Devon PL16 0AN  
Development of 2no. 2-bedroom semi-detached houses in the existing front garden.

**10. Correspondence**

The Clerk shared the following information with Councillors:

Devon Local Flood Risk Management Strategy Update - October 2019 Strategy Newsletter

Lynnton & Lynmouth Town Council Email - Can you help save our fire & rescue service?

Councillors noted the email and agreed there was no further action required from Lifton PC.

VE Day 75 Celebrations - 8th May 2020: The Clerk was asked to put this on the agenda for early next year.

Pocket Park Funding applications: No further action to be taken by Lifton PC but to keep in mind if scheme becomes available again in the future.

**11. Councillors’ items for future agenda**

As outlined in above minutes.

**Next Meeting**

7.00pm, Thursday, 19<sup>th</sup> December 2019, Lifton Community Centre.

Meeting closed at 21:00.

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