

Lifton Parish Council

Minutes of the Parish Council Meeting at Lifton Community Centre, 23rd January 2020

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 Elworthy, Cllr Glen, Cllr Measey, Cllr Sparrow and Cllr Sutton-Woodhouse

1. Apologies: Cllr Elias, Cllr Parsons and Cllr Willing

The Chairman and Councillors expressed a welcome to the new village vicar, Phillip Conway. Although he was not in situ just yet, he should be invited to a parish council meeting in the future.

2. Minutes: The minutes of the PC meeting 19th December 2019 were approved and signed by the Chairman as a true and accurate record of the meeting.

3. Dispensations and Declarations of Interest: 6.1.4 - Cllr Measey

4. Visiting speaker: Martin Rich from Devon Communities Together (DCT) on Community Emergency Plans: Martin provided an overview of Devon Communities Together which is a rural development charity working with DCC; his position within the organisation and how and why Community Emergency Plans (CEP) were introduced. This included background information about the Civil Contingences Act. Communities were being encouraged to set up their own local emergency teams, to help mitigate local issues, to respond to emergency situations if first on the scene and to support the emergency services once they had arrived. A national template already existed. It identifies local risks, impact on the community and includes what the community needs to be able to help. There is also a document that includes key contacts and information about the main base for a command centre. The template becomes the Community Emergency Plan, which is signed off by the parish council. It takes 2 or 3 people to put the plan together locally, it then sits on a County-wide database and is available to all emergency services.

DCT can bring in the emergency services to answer any questions or concerns. Every 6 months a meeting of the resilience forum takes place and they look at how to improve plans etc. Funding is available through grants to get the plan together. If a flood risk is in plan, another fund of £1500 is available for kit such as torches, tabards, training etc. Other funding channels may be available too. 110-120 parishes in the County have a plan and more requests are being received. Having a plan is proving useful and of benefit. Martin offered to return and talk to people about putting together a template for Lifton. Councillors expressed thanks to Martin for his comprehensive presentation.

Action: Clerk to circulate the CEP template to Cllrs and to include this as an item on the February agenda. All agreed.

5. Public Participation/Borough Cllr. Update

Borough Councillor Update:

Details of the Southern Link Highways meeting notes from 14th November 2019 were shared with Councillors. The meeting discussed the on-going highways issues in parishes; the permit system for highways works (further details below); 'Doing What Matters' – a new system of working with Parishes and the concerns about surface water on roads.

The Devon County Council (Traffic Management) Permit Scheme for road and street works will come into force on 2nd March 2020. This offers an opportunity to reduce journey delay and associated congestion/fuel emissions through better control and planning of highways work. Services will now be encouraged to work together. Full details were available on DCC's website.

WDBC entered into a new waste and cleansing contract with FCC Environment Limited on 1 April 2019. Under the new contract, the cost for emptying the bins has increased. The charges to Town and Parish Councils have not changed since 2015 and it is therefore appropriate that the charges are reviewed at this time. A recommendation has been made by the Overview and Scrutiny Committee to approve a proposal to increase charges to Town and Parish Councils and other agencies for the emptying of dog waste and litter bins and this recommendation will be considered (for a final decision) by WDBC at its meeting on 18th February 2020, as follows:

Activity	Current Fee	Proposed Fee 2020-21	Proposed Fee 2021-22*
Servicing of litter bins	£1.00	£2.00	£3.06
Servicing of dog bins	£1.15	£2.00	£3.06

*It is proposed that from 2021-22 onwards, fees are increased in line with contract inflation.

6. General items

6.1 Highways Update

The Clerk was asked to contact Devon Highways following an issue a parishioner raised last month concerning the lack of road markings and a problem with visibility, particularly at night, when you drive up through the village and turn right to loop down to Darkey Lane. The Clerk informed Councillors that the Highways Officer had recently driven around the area and could not see anything wrong with the lines; he said that if the parish feel there is a problem, would they be able to send him a photo of the exact area of concern. Councillors agreed that a photograph should be provided.

Action: Chairman to take a photograph of exact location. Clerk to forward photo to the DCC Highways Officer.

Councillors were made aware of a proposed road closure application for Monday, 27th April 2020 (for 4 working days) for the road from Leat Farm to Gatherley Farm, so that excavations could be carried out in the carriageway to install new duct on behalf of Openreach. Oakway Ltd. Had been asked by DCC, that in order to submit a road closure application, it should first consult parties in the public domain potentially affected by the closure, including the Parish Council. A map of the proposed road closure and diversion was shared with Councillors and they were asked if they wanted to share any concerns or requests before the closure application is submitted on 27th January 2020.

Councillors looked at the proposed closure and no concerns were expressed.

Action: Clerk to respond accordingly to Oakway Ltd by 27th January deadline.

Stagecoach have started a public consultation on proposed changes to some of their services. This is a review by Stagecoach of their commercially operated services. There is no review of financially supported services operated under contract to the County Council. However, decisions arising from Stagecoach's review could prompt a requirement for new or altered County-supported service commitments. Details were available on their website. The consultation closes on 1st March 2020.

Actions: Clerk to publish Stagecoach consultation document on parish website and circulate to Cllrs via email. Cllr Elworthy to place consultation document on the Lifton village Facebook page.

The Chairman reported that he had received an email, via the borough council, that the drain in Leat Road below Rose Cottage was always overflowing and that there were issues with an icy patch. These concerns were forwarded to DCC. An engineer responded and reported that a jet will be used to drain under the road. It cannot be unblocked manually. In the meantime, under the snow warden scheme, a bag of road salt had been placed there with some scattered around the drain.

6.1.1. Speeding in village

The Clerk was asked to provide an update on the speeding issue raised by a parishioner in December. This issue was reported by the Clerk to the local PCSO and via an online reporting form to Devon & Cornwall Police. Councillors were informed that the PCSO had made contact with the Camera Safety Partnership department and that hopefully they will be placing their van in the vicinity of the area to monitor speeding vehicles. She was unable to confirm when this would take place. Devon & Cornwall Police had referred the Clerk's online report to the local Speed Watch scheme co-ordinator. Councillors were informed that the speed sign had now been moved from Liftondown to Tinhay.

6.1.2 Community Speed Watch Scheme

The Clerk provided information on the Community Speed Watch scheme via email to all Councillors on 21st December 2019.

Councillors discussed the pitfalls of becoming a volunteer under this scheme but agreed the information could be shared on the parish website and village Facebook page.

It was highlighted that developers had received outline planning approval for 54 houses at the land off Fore Street and that this could increase speeding and cause an increase in traffic. Highways were consulted during the planning application process.

Actions: Clerk to put Speed Watch scheme information on parish website and Cllr Elworthy to place information on Lifton village Facebook page.

6.1.3 Salt bins and salt for village

The Chairman reported that the local DCC salt bins were almost full but the 3 parish council bins needed topping up. Under the snow warden scheme, an online enquiry was made and an order for rock salt was submitted. The salt has since been delivered but no invoices have been received to date.

An email from a parishioner had been received expressing concern about slippery pavements during the recent cold spell. The parish council is a member of the DCC snow warden scheme which provides the parish with rock salt (as detailed above). This salt is to be used during prolonged and severe cold weather. Some members of the parish council agreed to voluntarily undertake the placing of salt in key areas of the village during prolonged and severe weather, placing salt around the Doctors surgery, primary school and village shop. The parish council agreed to provide bags of rock salt in some areas not covered by the DCC salt bins.

Local residents can take salt out of the salt bins or bags and use it on public roads and pavements. Residents are not permitted to use the salt for private use on their own driveways etc.

It was suggested that the salt bin outside the Doctors surgery be moved to be by the dog bin near the primary school. As the grey salt bags do degrade, it was agreed that they should be picked up in March/April.

Actions: Chairman and Cllr Moore to fill grey bags with rock salt and place around village. Clerk to provide some information for residents on the usage of rock salt within the parish for publication on the Lifton Facebook page and parish council website. All agreed.

6.1.4 Lack of pavement/safe walkway from Wooladon Estate to Strawberry Fields

This was raised by Cllr Glen at December's meeting following concerns raised over pedestrian safety due to the lack of pavement/walkway from the Wooladon Estate to Strawberry Fields. The Clerk informed Councillors that DCC Highways were not responsible for this area of highway, it would be a matter for Highways England to address.

A representative from the Wooladon Estate was present for the discussion and, after gaining permission to speak from the Chairman, agreed that he would note the concerns and report back to the Parish Council with a possible solution (the installation of a new access route from the Wooladon Estate to the A388).

6.2 Mobile Library

The Chairman reported that the mobile library, which is run by a charity, was currently using the church hall car park. As this site will be sold for development, a new location for the mobile library had to be found. The Arundell Arms car park has been offered as an alternative location. The mobile library service needs to come out and have a look at the proposed new site before it can be used. Councillors asked the Clerk to include an article to raise the profile of the mobile library service in the Lyfton times newsletter and on the parish website etc. Councillors were happy with the proposed new location.

Action: Once Lifton's mobile library service has agreed a new location, the Clerk will publish further information in a future Lyfton Times newsletter and on the parish website.

6.3 Defibrillator

The Councillor to undertake the next monthly checks was confirmed.

6.4 Graveyard

The Clerk had collected the sign deterring the use of jam/glass jars in the cemetery. This would be put up at the entrance to the cemetery by the Chairman/Vice-Chair.

6.5 Lifton Community Wellbeing event - Thursday 19th March 2020

West Devon Community and Voluntary Services with Navigate's Money and Debt Advice Project will be hosting a Community Wellbeing event in Lifton Community Centre on 19 March 2020 at 3.30pm to 6.30pm. There is considerable interest in this event already with 20 stalls having been booked so far. Local businesses were still being approached for their involvement and possible financial support.

The event would be an opportunity for all agencies, services and community groups already active in the area (or keen to be) to promote and market what they do and what they can offer locally, to the

benefit of residents of all ages in the rural community. The areas of interest they hope to have represented will cover transport, housing, financial advice and welfare, police and fire services support, learning, advocacy, environment, good health and fitness as well as social and creative activities. The event will be free, open for everyone to attend with hot food and some local entertainment provided.

Councillors were being asked to attend this event either their capacity on the parish council or as local residents.

Action: Councillors noted the details for this event.

6.6 VE Day 75 Celebrations – Friday, 8th May 2020

The Clerk reported that Mayor's, Leaders and town and parish councils throughout the UK are being asked to take the lead in local celebrations marking the 75th Anniversary of the end of the war in Europe on Friday, 8th May 2020.

Councillors were informed that 'The VE Day 75 weekend of 8th - 10th May 2020', will be an international celebration of peace – a time to remember, reflect and pay tribute to the millions at home and abroad who played such a vital part in achieving it. The planned national activities over the weekend include:

- The Playing of Battle's O'er & VE 75 Years.
- The 'Nation's Toast to the Heroes of WW2.'
- The 'Cry for Peace, around the World.'
- Churches & Cathedrals 'Ringing out for Peace.'
- Street parties and parties in pubs, clubs, Hotels, on town and village greens and in halls etc.
- Services of commemoration and celebration in churches, including the reading of the 'Tribute to the Millions' and the playing of the Last Post.

Councillors agreed that local businesses, groups, churches, the school and residents be asked to get involved with local celebrations, possibly at the Community Centre. All agreed that this item should remain on the agenda for next month and that Councillors could start approaching people for interest and ideas.

Actions: Chairman to contact the local WI, the church and the local bugler.

Clr Moore to speak to the local History group about providing a possible gallery of relevant photographs.

Clerk to circulate the proposed national program to all Councillors, local hotels and local groups to ascertain their interest and to place item on the agenda for the February meeting.

7. Reports

7.1 QE11 report: Nothing to report this month.

7.2 Community Centre Report: The filling in of the discretionary part of business rates for DCC had been started and the bookings clerk had held a meeting with 2 residents regarding a party. The Trustees meeting will have to make a decision around applications for extensions to event bookings.

8. Finance

8.1 For payment

Clerk's salary	£ 389.33
Bere Ferrers Parish Council – Clerk to attend Cemetery Management Course on 25.02.20 (Revised course fee)	£ 55.00

Proposed and seconded that all the above payments be made.

[Total payments: £444.33]

Action: Clerk to make all payments

8.2 Payment received:

Interest	£ 0.37
DCC grass cutting fund (urban & rural)	£3351.00

8.3 Outstanding invoices: None

General matters relating to Finance:

8.4 Budget setting 2020-21

The Clerk confirmed that the parish council budget for 2020-21 had been set at £ 19177 at the December meeting.

8.5 Precept setting 2020-21

The Clerk confirmed that parish council precept for 2020-21 had been set at £ 13945 also at the December meeting and that this needed to be submitted to WDBC by 31st January 2020.

Action: Clerk to submit the precept to WDBC by 31.01.20.

9. Planning

9.1 Applications:

4067/19/HHO - Proposal: Householder application for proposed garage and ancillary accommodation. Site Address: Willow Cottage, Liftondown, Lifton PL16 0DB

No objections had been received so far; development was tidy and access is unchanged. Councillors could find no reason not to support the application.

PC decision: to support; all in favour (7).

4104/19/FUL - Proposal: Retrospective application for erection of extension to agricultural building to house Biomass Boiler and installation of Biomass Boiler. Site Address: Colmans Farm, Lifton PL16 0HD

Councillors raised no issues with the proposal and agreed that it would contribute to reducing the carbon footprint.

PC decision: to support; all in favour (7).

9.2 Approvals:

2353/18/OPA - Proposed development site at SX383851 Land Off Fore Street Lifton.

Proposal: Readvertisement (Amended Description and affordable housing) Outline planning application for the erection of up to 54 dwellings with public open space, landscaping and sustainable

drainage system (SuDS) and vehicular access point from Fore Street. All matters reserved except for means of access. Decision: Conditional Approval

3513/19/HHO - Location: Parkfield Lifton PL16 0HD. Application Type: Householder. Proposal: Householder application for extension to bungalow. Decision: Conditional Approval

4003/19/COM - Location: Barn At Sx391842 Road From Leat Farm To Gatherley Farm Lifton Devon Applicant Name: Openreach. Application Type: 28 (1 month) Communication PD Application. Proposal: Notice of intention to install 10no. wooden telephone poles for fixed line broadband electronic communications apparatus. Decision: Prior Approval not required

2881/19/AGR - Location: Heale Farm House Launceston PL15 9QX. Application Type: Agricultural Determination. Proposal: Prior notification of proposed erection of general purpose agricultural building. Decision: Prior Approval not required

9.3 Refusals:

3185/19/FUL - Location: Robins Croft Liftondown PL16 0DA. Application Type: Full Planning Application. Erection of dwelling (resubmission of 0309/19/FUL). Decision: Refusal

9.4 Appeals: None

General matters relating to planning:

9.5 There is no statutory consultation requirement on the applications below – these are for Information only: 4209/19/PDM - Proposal: Notification for prior approval for proposed change of use of agricultural building to dwellinghouse (Class C3) (Part 3, Class Q(a) only) (Resubmission of 2982/19/PDM). Location: Glenvale, Tinhay, Lifton, PL16 0DS

10. Correspondence

The Clerk shared the following information with Councillors:
Provisional Local Government Finance Settlement for 2020/21
Mayoral Awards Scheme 2019-20

11. Councillors' items for future agenda

As outlined in the above minutes and an item on swimming in the local river.

Next Meeting

7.00pm, Thursday, 27th February 2020, Lifton Community Centre.

Meeting closed at 2040

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

Clerk actions:

To circulate the Community Emergency Plan template to Cllrs and to include this as an item on the February agenda.

To forward photo to the DCC Highways Officer (related to Item 6.1 – Highways Update).

To respond accordingly to Oakway Ltd on the proposed road closure/diversion. ✓

To publish Stagecoach consultation document on parish website and circulate to Cllrs via email.

To put Speed Watch scheme information on parish website.

To provide some information for residents on the usage of rock salt within the parish for publication on the parish council website.

Once Lifton's mobile library service has agreed a new location, the Clerk will publish further information in a future Lyfton Times newsletter and on the parish website.

VE Day 75 Celebrations: Clerk to circulate the proposed national program to all Councillors, local hotels and local groups to ascertain their interest and to place item on the agenda for the February meeting.

To make all payments ✓

To submit the precept to WDBC by 31.01.20. ✓

Send minutes to Chair for approval. ✓

Submit planning response. ✓

Publish minutes on website once approved. ✓

Circulate minutes to all councillors once approved. ✓

Chairman and Cllr actions:

Chairman to take a photograph of exact location as detailed in Item 6.1 – Highways Update).

Chairman and Cllr Moore to fill grey bags with rock salt and place around village

VE Day 75 Celebrations:

Chairman to contact the local WI, the church and the local bugler.

Cllr Moore to speak to the local History group about providing a possible gallery of relevant photographs.

Cllr Elworthy to place the following items on the Lifton village Facebook page:

Stagecoach public consultation document

Speed Watch scheme information

Information provided by the Clerk for residents on the usage of rock salt within the parish