

Lifton Parish Council

Minutes of the Parish Council Meeting at Lifton Community Centre, 27th February 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 Glen, Cllr Measey, Cllr Sparrow, Cllr Sutton-Woodhouse and Cllr Elias

- 1. Apologies:** Cllr Elworthy and Cllr Parsons
- 2. Minutes:** The minutes of the PC meeting 23rd January 2020 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**

Borough Councillor Update:

The 3-weekly waste trial commenced on 24th February. Lifton is not part of the trial but an information leaflet is available. The trial will be for 6 months.

WDBC presented a balanced budget. The gap highlighted earlier in year has been closed through different ways including a council tax increase and an internal review of the Senior Management Team. The process of recruiting a new Chief Executive was underway and that had also generated some savings.

The church has been identified as the preferred site for the new phone mast but no further progress had been made to date.

Councillors asked whether they can add to the pressure on the Government to reinstall the Okehampton to Exeter train service. Councillors agreed that they should write to add their support. All agreed and supported.

Action: The Chair to find the details of who to write to. Clerk to write letter of support.

6. General items

6.1 Highways Update

The Clerk reported that there will be a temporary road closure on Wednesday, 13th May 2020 (for a maximum of 5 days) on the road from Liftondown Cross to Heale Bridge. Work would be undertaken to provide a new pole for BT Openreach. Full details have been included on the Parish website and will be advertised on the main village noticeboard nearer the time.

The Clerk informed Councillors that a local resident had sent in some suggestions concerning speed restrictions in the village. The Clerk was asked to respond and to inform the resident that speeding issues have been raised continuously with Devon Highways and the local Police and to refer to that the latest update provided under the next agenda item.

6.1.1 Speeding in village - update from Devon & Cornwall Police

The Clerk reported that the local PCSO had received a response from the Camera Safety Partnership (CSP) Division in relation to the speeding issues raised recently by the Parish Council.

The CSP reported that their speed data, collected in 2011, was out of date so they would arrange to install a Speed Data Recorder (SDR) in the village. If there is an increase in speeds, they will review their deployments.

The guidance the CSP work to is primarily data-led and balanced with the needs of the communities and the authorities that serve them. The use of safety cameras is generally evidence based, with a clear purpose to bring about a change in behaviour which in turn leads to a corresponding reduction in injury collisions. With limited resources they do not enforce where there is no evidence to support their presence.

The plan is to put an SDR up and whilst out there, the CSP would carry out some enforcement. The SDR will be left up for a week or so, then the data will be analysed. If it shows an increase in speeds then the CSP will revisit deployments in the village.

It was reported that residents had seen the speed enforcement van in the village. Councillors also noticed that red diesel checks had also been undertaken recently.

Action: The Clerk to liaise with the PCSO/CSP and to report back to a future PC meeting.

6.1.2 Road markings at Darkey Lane junction

Devon Highways confirmed that as the lines are in pretty good condition and would not be classed as a safety defect, DCC would not be looking to remark them at the present time.

6.1.3 Drainage Maintenance Responsibilities

DCC Highways had provided details on how to identify who is responsible for maintaining and clearing drainage systems on and around the highway following significant interest shown at their recent Town and Parish Conferences. A diagram giving an indication of the responsibility for the maintenance of drainage and vegetation on and around the highway was shared with Councillors.

6.1.4 Tree removal by bus shelter

The Chairman reported that the contractor would require some sort of traffic management system to undertake the dead tree removal work by the bus shelter. It was necessary to close one side of the road. The contractor would normally use 'Stop and Go' boards. The Clerk had provided the contractor with the contact details for the Highway coordination team who deal with this type of enquiry. Temporary traffic lights could cost anywhere around £400.

6.2 Councillor resignation

Councillor Willing has resigned. The Clerk had written to formally confirm the resignation and to thank Councillor Willing for her service on the Parish Council and to the local community. A notice to advertise the vacancy had been drafted and would be published on Monday, 2nd March 2020. This would invite residents to write to the returning officer to request an election. After this process has finished, the PC can advertise for potential candidates to come forward to be co-opted if no election is called.

Action: The Clerk to publish the vacancy notice in the village noticeboards and on the Parish website. A copy would also be sent to the electoral service office.

6.3 Community Emergency Plan

The Community Emergency Plan guidance and template had been circulated to all Councillors in January. The Chairman proposed that a separate working group be set up to complete the template. Councillors agreed that it needed wider consultation within the village, with the school, churches, businesses etc., and that information would also be needed from WDBC and other bodies. Councillors were all in favour of having a Community Emergency Plan and a separate working group.

Action: Cllr Moore and Cllr Glen to form a Community Emergency Plan working group and provide updates to future PC meetings.

6.4 Defibrillator

The Councillor to undertake the next monthly checks was confirmed.

6.5 Website Accessibility Requirements

The Clerk reported that the deadline for existing websites to comply with the new website accessibility requirements (WCAG 2.1) was 23rd September 2020. The regulation impacts all public sector bodies including central government and local government organisations. Local councils are considered to be included as part of this. Public sector bodies must comply with the accessibility requirements. This means making their website or mobile application perceivable, operable, understandable and robust.

The Clerk had been in contact with the Parish Council's website service provider and was informed that as Lifton PC's website was created in 2013, it would not currently comply with all the new requirements. The Clerk informed Councillors that she would undertake a basic accessibility check later in the year, following guidance provided by NALC. The Clerk would also contact the website service provider to enquire about the costs involved in upgrading the website so that it was compliant with the new requirements.

It was reported that WDBC had bought in an IT package that will address the new regulations.

Action: The Clerk to undertake a basic website accessibility check, to make enquiries around the cost of upgrading the current website and to report back to a future PC meeting.

6.6 River Water Quality

The Chairman provided an update on river water quality requirements following discussion with the West Country Rivers Trust (WCRT). WCRT had held an event in Lifton planting trees funded by Ambrosia. There was currently no protocol around carrying out river quality work as the current protocol relates to coastal waters only and not rivers. The WCRT reported that the River Lydd has good water quality and is regularly tested.

Action: Councillors agreed to re-visit this issue in 6 months' time.

6.7 Stagecoach Public Consultation

The Stagecoach Public Consultation had been circulated to all Councillors in January and also posted on the PC website and community Facebook page. The Chairman had looked into the proposals in greater detail and suggested that a joint response from the PC would be a good idea as

the consultation raised some concerns over the South West route 6 and 6a, which looked to curtail some services at Okehampton. This route is part commercial and part subsidised. Any changes would take effect in May.

Councillors agreed that a joint response was necessary especially as the Government had announced extra funds for rural bus services.

The Chairman read out a draft response. Councillors were content with the response but requested that an additional sentence regarding sustainability be added. They felt it was also important to maintain the service to ensure the future sustainability of the village, by supporting the new housing development and by continuing to encourage people not to use their cars for environmental reasons. In light of the new housing development, Councillors said that Stagecoach should look to increase the service not decrease it.

Action: The Clerk to submit the response on behalf of Lifton PC by the 1st March 2020 consultation deadline.

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

The Clerk confirmed that the proposed national program of events had been circulated to all Councillors in January and that it had also been shared with local hotels, businesses and groups in Lifton. Councillors all agreed in principle to mark the occasion.

Cllr Measey shared his thoughts about the event and said that it was an opportunity to come together as a community. There had been street parties for actual VE Day. The option to hold a 1945-style street party were discussed along with potential venues.

The Clerk reported that there had been a positive response from local businesses and groups, and shared the details with Councillors.

Cllr Elias had been canvassing support and ideas in the village and suggested that it would be great if everybody donated food. There was a gentleman in Stowford who had film of VE day and archives. Councillors agreed to split resources and to form two working groups with Councillors and other people from the community to co-ordinate the arrangements.

Proposal for two working groups: Cllr Measey and Cllr Elias for VE Day and Cllr Moore & Cllr Glen for the Community Emergency Plan. All agreed.

Action: The working groups to bring progress updates to future monthly PC meetings.

7. Reports

7.1 QE11 report: A well-attended committee meeting was held on the 10th February.

The treasurer was pleased to be able to report that funds are beginning to build a little due to a slight increase in the volume of pavilion hire. The current account stands at £2298.00 and the deposit account £5356.00. There are no outstanding accounts due for payment.

Ongoing maintenance requirements include the removal of the monkey bars from the children's play area as they have become unstable in the fixing sockets. The safety covering of rubber chips needs topping up.

The drainage to the entrance gateway needs improvement and this will be looked at when the better weather arrives.

The Cricket Club reported an improvement in the number of fixtures for the forthcoming season – eight have been lined up so far.

The two football teams are progressing well in the cup and league. Despite the extremely wet conditions that have prevailed all winter only one game has had to be cancelled due to pitch conditions. It is clear that the playing surface is holding up well due to good management by the club. A 75% grant has been secured for the purchase of new goals. The total cost is expected to be in the region of £2000.00.

Cleaning of the pavilion, which is now being carried out by the football club, continues at a high standard.

As mentioned in the treasurer's report, bookings continue at a steady level with two functions already booked for the summer.

It was decided that booking charges should be reviewed. New booking forms will be produced along with a check list for hirers and the terms and conditions will be reprinted. The rate for children's parties will be £25.00 including tea making facilities. Hire of cooking equipment will be extra. Local clubs and organisations fees for meetings will be £20.00.

There will be a flat fee of £50.00 for the hire of the field by local organisations and charities.

Weddings and other commercial events will be subject to the supplementary terms and conditions, and a quotation for any such hire will be provided based on the activities to be provided by the hirer.

7.2 Community Centre Report: No update at this time.

8. Finance

8.1 For payment

Clerk's salary	£ 389.33
Clerk's expenses:	
A4 Lever arch file, A4 dividers, 2nd class stamps & envelopes	£ 14.30
Printer toner (black and tri-colour) – Pack of 2	£ 22.49
E. Gilbert: Public Liability Insurance 2019/20 snow cover	£ 240.00

Proposed and seconded that all the above payments be made.

[Total payments: £666.12]

Action: Clerk to make all payments

8.2 Payment received:

Interest	£ 0.41
G. Gubbin funeral services (second burial fee)	£ 150.00

8.3 Outstanding invoices: None

General matters relating to Finance:

8.4 Dog waste and litter bin charges

The Clerk reported that at the full WDBC meeting on 18 February 2020, and after consideration of comments made by Towns and Parishes in response to the proposed increase in charges, a revised recommendation was approved by Council as below:

“That the increase in charges to Parish and Town Councils for the emptying of dog waste and litter bins (as 5.15) is deferred for a year. A consultation exercise will be carried out with Town and Parish Councils with the recommendations to be presented to Council as part of the budget process for 2021-22, with a view to the full charge being applied from 1 April 2021.”

This means that whilst there will be no passing on of the increase in 2020-21, the full cost, including any inflationary uplift, will be applied in 2021-22 in order to reflect the actual cost of emptying the bins.

As the proposed increases had already been factored into the PC budget for 2020-21, the Clerk suggested that this remain and be shown as an underspend in next year’s budget. The money could then be placed in reserves to cover the increase in 2021-22. **All agreed.**

8.5 Bank Reconciliation

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

9. Planning

9.1 Applications:

0192/20/OPA - Proposal: Outline application with all matters reserved for two dwellings. Site Address: Midway, Lifforddown, Lifford, PL16 0DB

Councillors had seen details prior to the meeting which detailed the design and access statement for two open market dwellings. The applicant statement states the development is of economic and social benefit to the village and a sustainable development.

Lifford is deemed a key village in the joint local plan, however Lifforddown is not. 2 plots were being proposed. Access is on Holsworthy Road between existing properties (reserved matter).

Reference was made to the joint local plan and the site is believed to be within tier 4 of the settlement hierarchy of the adopted joint local plan.

Councillors felt that the proposed application was in conflict with the joint local plan, therefore the proposal did not represent sustainable development.

Proposed and seconded. PC decision: not support; all in favour (7).

0301/20/FUL - Proposal: Retrospective application for an agricultural shed. Site Address: Riverside, Launceston, PL15 9QX

The red line showing the curtilage in this application is incorrect and is pulled back nearer to the dwelling.

An objection letter had been received regarding the location of the shed on domestic grounds and highlighted that it can be seen from the neighbouring listed building. The 400-metre rule is believed to apply to permitted agricultural development and may not apply to this application.

The PC’s view had not altered now it is within an agricultural boundary.

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

0370/20/FUL - Proposal: Erection of general-purpose agricultural shed. Site Address: Ashleigh Farm, Lifford, PL16 0HF

Permitted development application refused. This is now a full application. Farmer wishes to tend to his livestock in this shed rather than constantly move them by road.

Non-domestic building in middle of countryside. Small dedicated site.

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

3991/19/HHO – Proposal: Householder application for provision of sun lounge, porch and carport.

Site Address: 8 Ash Vale, Lifton, PL16 0LB

The application included the demolition of an existing conservatory. Drawings are interesting.

The plan would increase the living space in a residential area.

Elevations look tidy and it blends in.

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

0517/20/TCA - Proposal: T1: Horse Chestnut - Fell due to safety concerns. T2: Lime - Fell due to poor

form and major cavity. Site Address: St Mary The Virgin, Parsonage Court, Lifton, PL16 0BJ

Councillors noted that it was very sad to lose another tree in the village.

Action: Although unrelated to the above application, the Chairman was asked to follow up with the tree officer concerning the replacement tree in The Arundell Arms car park.

9.2 Approvals:

4104/19/FUL - Location: Colmans Farm Lifton PL16 0HD. Application Type: Full Planning Application.

Proposal: Retrospective application for erection of extension to agricultural building to house Biomass Boiler and installation of Biomass Boiler. Decision: Conditional Approval

4067/19/HHO - Location: Willow Cottage Liftondown Lifton PL16 0DB. Application Type: Householder.

Proposal: Householder application for proposed garage and ancillary accommodation. Decision: Conditional Approval

9.3 Refusals:

2387/19/OPA - Location: 9 Ash Vale Lifton Devon PL16 0LB. Application Type: Outline Planning

Application. Proposal: Outline application with some matters reserved for erection of dwelling.

Decision: Refusal

4209/19/PDM - Location: Glenvale Tinhay Lifton PL16 0DS. Application Type: Prior Approval

Agricultural building to dwelling C3. 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). Decision: Prior Approval Required and Refused

9.4 Appeals: None

General matters relating to planning:

9.5 None

10. Correspondence

The Clerk shared the following information with Councillors:

Royal Voluntary Service - Reducing isolation in older people across West Devon

Supporting Parish Councils – Devon Communities Together

Community Wellbeing event in Lifton – Thursday, 19th March 2020

11. Councillors' items for future agenda

As outlined in the above minutes.

Next Meeting

7.00pm, Thursday, 26th March 2020, Lifton Community Centre.

Meeting closed at 2105

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