

Lifton Parish Council

Minutes of the Parish Council Meeting held remotely using Zoom on 22nd October 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 Elias, Cllr Glen, Cllr Lees, Cllr Moore, Cllr Parsons and Cllr Sutton-Woodhouse

1. Apologies: Cllr Elworthy

Apologies not received: Cllr Measey

2. Minutes: The minutes of the PC meeting 24th September 2020 were approved as a true and accurate record of the meeting and will be signed by the Chairman at the earliest opportunity.

3. Councillor Co-option: The Parish Council had two vacancies and received two applications from Mr Dunn and Mr Lees. They were welcomed to this meeting and each provided a brief outline of their backgrounds. The Clerk confirmed that each candidate is qualified to become a Councillor and is not disqualified from being a Councillor as set out in the Local Government Act 1972 s79 and s80. Mr Dunn and Mr Lees were duly co-opted onto the Parish Council in accordance with the Local Government Act 1972, s.89. Their Declaration of Acceptance of Office was signed and witnessed at the meeting; this allowed them to participate in the meeting as co-opted Councillors.

4. Dispensations and Declarations of Interest: None

5. Visiting speaker: A representative from Wainhomes attended the meeting to give Councillors a point of contact regarding the development at Fore Street. Councillors were informed that the 54-unit site was currently being purchased by Wainhomes who hoped to exchange contracts in the next couple of months prior to submitting the reserved matters planning application.

Councillors asked about the design of the dwellings, the method of construction, timescales, environmental considerations and whether the existing beech hedge along the boundary would remain intact. Councillors were informed that there were 11 different designs for dwellings, a traditional method of construction would be used and that work at the site would probably not commence for a year. Once started, the construction would take approximately 1.5 to 2 years. The environmental and agricultural appraisals had been done and although the boundary hedge would remain, an entrance and a pedestrian access would be cut into it.

Councillors passed on some concerns that had already been raised by residents of an existing neighbouring development about the siting of the new play area on the new development. These concerns would be relayed back to the planners at Wainhomes.

Councillors also asked how the developer would alleviate such things as mud on local roads whilst construction was taking place. These matters would be handled by the developer's construction team following WDBC guidelines in relation to site access, size of construction vehicles and site working hours etc.

6. Public Participation/Borough Cllr. Update

Public Participation: A member of the public joined the meeting for planning application 2980/20/COM (Item 10.2 and 10.4 on the agenda). They had a general interest in mobile phone coverage being improved in the village.

Borough Councillor Update: WDBC is moving from a Covid-19 response phase to a recovery phase but now need to prepare to move back to a response phase should a Local Outbreak Management Plan be imposed by DCC. A review had been undertaken into WDBC's response to the first wave of the pandemic to ensure that any lessons learned are included in the response to a second wave, should this occur. DCC would control any future local lockdowns working closely with WDBC and local town and parish councils. Government funding for those on low incomes who may have to isolate in the future was available via a £500 grant. Full details about this funding was available on WDBC's website.

7. General items:

7.1 Highways

The Clerk was asked to contact the Highways Officer to ask whether the Parish Council could install a replacement marker post at the village green to replace one that had been damaged. Highways provided details of the type of marker post they use including the cost; this information was shared with Councillors prior to the meeting.

Motion: To allow the Clerk to purchase a replacement marker post for installation at the village green. All in favour.

Action: Clerk to order the new marker post and liaise with the Chairman about its installation.

The Clerk reported a temporary traffic notice for Devon Highways to undertake drainage works on the road past Elmfield, Lifton, commencing on 2nd November 2020.

The Clerk also confirmed that a report had been submitted online to DCC Highways regarding the faulty road water gully on the road opposite Lifton Hall and Aaron Lee.

7.2 Village Trees

The Chairman had spoken to the local contractor regarding the siting and planting of the new village trees. The contractor had provided a verbal quote for this work: £50.00 for planting and £20.00 for some wooden stakes to support the trees.

Councillors agreed that new trees could be planted at the Recreation Ground, by the village bus stop and subject to approval from Devon Highways, on the village green, on the triangle at the top of Darkey Lane and in New Road.

Motion: To agree to the local contractor undertaking the tree planting as detailed above. All in favour.

Action: Clerk to contact Devon Highways and seek permission for trees to be planted at the village green, the triangle at the top of Darkey Lane and in New Road.

7.3 Burial Ground

The Chairman informed Councillors that once the work to cut the goal posts had been undertaken, he would arrange their collection by the scrap merchant along with the 6 metal sheets at the graveyard. Councillors agreed that if there was any payment required for these items to be removed, the Chairman would bring the item back to the next meeting for formal approval.

7.4 Privacy Policy Update

The Clerk had circulated a revised Privacy Policy to all Councillors prior to the meeting. Although there were no actual changes to the policy itself, the former Clerk's details were shown in the document. Councillors were therefore asked to approve a revised policy detailing the current Clerks details. **Motion: To formally approve the revised Privacy Policy as detailed above. All in favour.**

7.5 Application to Name/Number a New Street (ref: <1559044>) – Land south of North Road, Lifton

This additional agenda item was published as detailed above as the deadline for a Parish Council response was set before the next PC meeting in November. Councillors discussed the developer's proposal for two new road names in Lifton: Millers Close and Great Oak Gardens. Councillors were only required to respond to the consultation if they were not happy with the proposed names. The majority of Councillors agreed that a response was not required.

8. Reports:

8.1 QE11 report: The quote for the urgent tree work at the Recreation Ground was included under item 9.5 of the agenda. The local contractor would require a cherry picker to undertake the removal of the oak and fir tree. Councillors were informed that due to current high demand this piece of equipment was not available to hire until the 14th or 16th November. Stakes and orange plastic tape would be used to rope off the area of concern in the meantime.

In relation to replacing the equipment at the play area, the Chairman informed Councillors that he would apply for another grant to help fund this project. £1k had already been secured by way of a locality fund grant and further funding would come from a Section 106 payment at some point in the future from the new development at North Road.

Councillors were informed at last months' meeting about some recent storm damage to the pavilion. The cost to repair this damage was over £600. The Clerk contacted the insurer to ascertain whether any of this cost could be reclaimed via the PC insurance policy and Councillors were informed that a claim form had been submitted by the Chairman.

9. Finance

9.1 Donation requests:

9.1.1 Poppy wreath (previously £50)

Motion: to donate £ 50.00. Proposed, seconded; all in favour.

Action: To make payment next month

9.2 For payment

Clerk's salary for October	£ 416.22
Clerk's expenses – postage	£ 2.95
DALC Invoice – Budgeting Webinar for Clerk (inc. £6.00 VAT)	£ 36.00
WDBC for 26 weeks bin emptying (inc. £55.90 VAT)	£ 335.40
Martin Ashley & Son Gardening Services:	
Village green & verges grass cutting & kerb spraying (inc. £235.00 VAT)	£ 1410.00
Recreation Field grass cutting & strimming (inc. £140.00 VAT)	£ 840.00
Cemetery grass cutting (inc. £150.00 VAT)	£ 900.00
Bickle (West Devon Drive verge trimming) (inc. £455.80 VAT)	£ 2734.80

Proposed and seconded that all the above payments be made.

[Total payments: £6675.37]

Action: Clerk to make all payments online.

9.3 Payment received:

Interest	£ 0.08
Co-Op Funeral Services Ltd (internment of ashes)	£ 100.00
David Gynn Memorials (cremation tablet)	£ 50.00
WDBC 2nd half of precept	£6972.50
DCC – Locality Fund Grant	£1000.00

9.4 Outstanding invoices: None

General matters relating to Finance:

9.5 Quote for urgent tree work at Recreation Ground

Councillors had received the quotes for the urgent tree work at the recreation ground as discussed at last months' meeting. **Councillors were asked to formally agree the decision to allow the contractor to undertake the urgent tree work at the recreation ground. Proposed and seconded. All in favour.**

9.6 Bank reconciliation: This was shared with Councillors prior to the meeting. The Clerk suggested that in line with the required external audit process, the internal auditor should be asked to undertake an interim internal audit of the accounts/budget. Councillors agreed and asked the Clerk to liaise with the internal auditor.

10. Planning

10.1 Applications: None

10.2 Approvals:

2980/20/COM - Location: BT Pole WWLIFT-55-00 Footway at Arundell Close at junction with The Crescent Lifton PL16 ODT. 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.

Decision: Permitted development

10.3 Refusals:

2754/20/TPO - Proposed works: T1: Beech - Fell. Tree is blocking out light to properties and dropping branches and beech nuts. Location: Beechwood House, Station Road, Tinhay, PL16 0AN. **Decision:** Refusal of consent with agreed lesser works

General matters relating to planning:

There is no statutory consultation requirement on the applications below – the information is being sent for information only:

10.4 2980/20/COM - Application Type 28 (1 month) Communication PD Application. 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 BT Pole WWLIFT-55-00 Footway at Arundell Close at junction with The Crescent Lifton PL16 0DT

3086/20/ARC - Application Type: Approval of Details Reserved by Conditions (discharge). Application for approval of details reserved by conditions 9, 10, 11, 12, 17 and 18 of planning consent 1834/19/ARM. Land South of North Road Lifton.

11. Correspondence: None

12. Councillors’ items for future agenda

Highway Update – Clerk to provide an update on the cutting of hedges along Darkey Lane.

Next Meeting

7.00pm, Thursday, 26th November - via Zoom

Meeting closed at 20:25

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