

Lifton Parish Council

Minutes of the Parish Council meeting held in The Carey Room (The Arundell), Lifton
on 23rd February 2023

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

Councillors stood to observe a one-minute silence in recognition of the one-year anniversary of the conflict in Ukraine.

Present: Cllr C Edmonds (Chairman), Cllr Dunn, Cllr Elias, Cllr Glen, Cllr Lees, Cllr Measey and Cllr Sutton-Woodhouse

1. Apologies: Cllr Valentine and Cllr Parsons

2. Minutes: The minutes of 26th January 2023 were approved as a true and accurate record of the meeting and were signed by the Chairman.

3. Dispensations and Declarations of Interest: None

4. Visiting Speaker: None

5. Public Participation/Borough Cllr. Update:

Public Participation: A local resident attended the meeting for an update on the village roadworks which would be covered under item 6.1 – Highways Update.

Borough Cllr. Update: West Devon Borough Council, at their full council meeting on Tuesday, agreed a proposed balanced budget for next year. Further details are available via:

<https://www.westdevon.gov.uk/article/9555/Borough-Council-balances-its-budget-while-continuing-to-support-West-Devon-residents>

WDBC agreed to a small 2.99% increase in Council Tax of £7.37 per year, amounting to an increase of 14p per week. The council tax for a Band D rated property would be £254 next year.

There will be an increase in the cost of the garden waste service, the annual price will increase from £40 to £52 from April 2023.

As soon as the government legislation is passed, WDBC will double the council tax on 2nd homes in the borough. It is hoped that once the legislation is in place, the new charges will be implemented in West Devon wef April 2024. There are currently 650 2nd homes around West Devon and even more in South Hams.

6. General items:

6.1 Highways Update

The Clerk provided the following details to Councillors that had been reported to or from Devon Highways since the last meeting as follows:

W231586454 - Pothole (Single or multiple): Location: New Road, Lifton. Thank you for contacting us about this issue, which was originally reported on 01-February-2023. The record was completed on the 14-February-2023. The following information is now available: A repair has already been undertaken, or is due to be undertaken, at the location you provided. No further action is necessary.

Temporary Traffic Order - Various Roads, Devon (TTRO2347436) for Surface Dressing and Associated Works; full details available via:

<http://www.liftonpc.org.uk/UserFiles/Files/220930%20TTRO2347436%20On%20Site%20Notice.pdf>

Broken drain/hole on New Road: Due for repair on 2nd February 2023 (subject to contractors accessing the site in close proximity to the roadworks).

Damaged road sign in Liftondown (for the Holsworthy turning): DCC's traffic team are aware of this damaged sign. It will be repaired as soon as the new sign is made; it is not a standard sign. The damaged chevron was reported before Christmas, this should be replaced soon.

Sunken in road opposite the property known as 'St Mary's' in New Road: The C822 (old A30) has a 6-monthly safety inspection by the safety team, where any defects which are found to be a safety defect are logged & repaired in line with DCC policy. This road was last inspected on 29th September 2022 & no defects were found.

Trees on/by the 'village green' on Fore Street over-hanging the road: The Highways Officer will have a look at these trees time they are in Lifton. If it is a defect, DCC would trim any low branches but this should be picked up on the safety inspection.

W231594157 - Pothole (Single or multiple): Location: Road from Liftondown Cross to Robins Croft, Liftondown. The details have been sent to our team so that an assessment can be carried out. We anticipate that this assessment will be completed by 01/03/2023.

The roadworks in the village are being carried out by contractors on behalf of the National Grid. They are working to put in a cable to power the Tesla chargers at The Arundell and are also carrying out additional work to replace the high voltage cable for the village. These works are not linked to the new housing development. The works were due to be completed on 9th December but have been delayed due to various problems at Tinhay and the Christmas break. Lifton Parish Council, who are not able to influence the speed of the work, made a request to the National Grid to minimise the impact on the village shop.

Wainhomes need to put a sewer pipe in from the top of Darkey Lane to the new housing development, a distance of 90 metres. South West Water have written to Fore Street residents advising them of the proposed road closure from 17th April to 30th June 2023, subject to the outcome of a road closure application currently being considered by DCC Highways.

Community Speed Watch Scheme: Cllr Dunn provided the latest speed data report. Although the group have faced challenges with the roadworks, the number of speeders is going down; the figures were at their highest after Christmas. A request for a new speed-check site on the back road in Liftondown is pending a response from the police.

The VAS at Tinhay is now up and running. The other VAS will be moved to the Liftondown back road but a hedge will need cutting back first.

6.2 Coronation of The King and The Queen Consort: 6th - 8th May 2023

The coronation will take place on Saturday, 6th May 2023. Communities are being encouraged to organise local celebration events over the weekend of 6th to 8th May 2023.

Councillors discussed possible events in Lifton and agreed that local groups should be invited to an informal discussion sooner rather than later. The Clerk was asked to make the arrangements for a local working group meeting on Thursday, 9th March 2023 at 7.00pm (venue to be confirmed).

Communities were being asked to hold scaled-back coronation events following the jubilee events of last year and the current cost of living crisis. It has already been confirmed by Buckingham Palace that there will be no lighting of beacons for the coronation.

The Chairman reported that WDBC have a fund to support community coronation events and that he had already received a few enquiries about possible events in Lifton such as a historic trail around the village on 8th May with a quiz sheet; a village litter pick organised by the WI; and a joint service for the six churches in the benefice held on the Friday evening, followed by some sort of reception in village, organised by the church.

Action: The Clerk to organise a village working group meeting at 7.00pm on Thursday, 9th March 2023 to discuss the coronation celebrations.

6.3 Town & Parish Council Elections Update

The Clerk informed Councillors that the Town & Parish Council Elections will take place on Thursday, 4th May 2023. The pre-election period will commence from Thursday, 23rd March 2023. During this time, the parish council must not issue any publicity to influence voters or use its resources for political purposes. The parish council should continue to conduct regular business during the pre-election period but should hold off committing to any new projects until after the new council is formed.

It is the Clerks role to promote the elections and the role of Parish Councillors. A poster will be published in March for display in the village noticeboards, parish website and community Facebook page. It is hoped that this will encourage interest in those wishing to stand for the parish council and also encourage people to vote.

Anyone considering standing as a parish councillor should take a look at the 'Electoral Commission Guidance for Parish Councillors':

<https://www.electoralcommission.org.uk/sites/default/files/2022-01/Overview%20Parish%20LGE.pdf>

The WDBC Returning Officer will issue the statutory public notices and nomination papers.

Prospective Councillor candidates are responsible for completion and submission of their own nomination paperwork, not the Clerk.

Any current Councillor wishing to re-stand is asked to let the Clerk know to ensure that they receive nomination papers. **Nomination papers must be hand-delivered between the hours of 10am and 4pm: Thursday, 23rd March - Tuesday, 4th April 2023**, to the reception area, West Devon Borough Council offices, Kilworthy Park, Tavistock, PL19 0BZ.

Before formally accepting any papers, WDBC will do an informal check – if there are any minor errors it is possible that these can be amended if the candidate is present, otherwise papers might need to be rejected and resubmitted (candidates are advised to please submit papers sooner rather than later).

The Clerk will ensure parish council business continuity by putting in place a suitable scheme of delegation to cover the election period; a draft scheme will be provided at the next PC meeting. New Councillors will take office from 9th May 2023. The Annual Meeting of the Parish Council should be held between 10th-25th May 2023. Lifton Parish Council will hold its Annual Meeting on Thursday, 25th May 2023.

Action: Lifton Parish Councillors are asked to let the Clerk know if they are planning to re-stand at the May elections.

6.4 Burial Ground

Councillors agreed to use the recent bequest left to the burial ground to purchase the following items, which were seen via photographs at the meeting:

Hedgehog house: £46.99; Sparrow box: £39.95; Swallow & Swift box: £32.99; Bug house: £59.99; Frog and Toad house: £17.99 and x2 wicker houses for Wrens: £5.99 each.

Councillors also agreed to purchase a new water butt for the burial ground costing £71.99 (227 Litres with a tap) and an Owl Box: £135.00 (when back in stock).

Councillors thanked Cllr Elias for all her help sourcing all the above items.

Action: Cllr Elias to liaise with the Clerk on the provision of an invoice for all of the above items, prior to the next meeting.

6.5 QEII Recreation Ground – Dog fouling

The Chairman informed Councillors that there had been further on-going issues with dog fouling on the recreation field at the QEII. It was agreed at a recent meeting of the recreation ground committee that the parish council be asked to issue a notice asking dog owners to clear up after their pets. A draft notice was shared with Councillors at the meeting.

Councillors agreed that a notice from the parish council should be displayed at the recreation ground, published on the parish website and village Facebook page. Councillors agreed that the notice itself should be made bigger with the wording revised to make it shorter and clearer.

The Clerk was asked to make the suggested revisions to the notice and liaise with the Chairman, Vice-Chairman and Cllr Sutton-Woodhouse prior to it being issued.

Councillors also agreed that some anti-dog fouling notices should be put up around a wider village area. The Clerk was asked to undertake research into finding some official guidance on the health issues associated with dog fouling, to be used to re-educate people on the dangers.

Councillors were reminded that a dog fouling fixed penalty notice scheme is in place across West Devon and that these are issued by the authorised WDBC Mobile Locality Officer. WDBC's MLOs undertake patrols and must catch dog fouling in the act, in order to issue an FPN. Patrols have been undertaken in Lifton and will continue to do so in the future.

Motion: To delegate authority to the Chairman, Vice-Chairman and Cllr Sutton-Woodhouse to work with the Clerk on the wording for the anti-dog fouling public notices. All agreed.

Action: The Clerk to revise the wording for the notice as detailed above and to get a quote for anti-dog fouling signs.

6.6 DCC Grass Cutting Agreements 2023/24 (Urban & West Devon Drive)

In agreement with all Councillors, the Chairman signed the 2023/24 DCC grass cutting agreements for both Urban and West Devon Drive locations. Due to budget constraints the allocation for all Council areas remains the same with an increase of 3%. The allocation for the 23/24 year will therefore be £1,282 for Lifton & £2,490 for West Devon Drive.

Action: The Clerk to return the signed agreements to DCC and to share the schedules with the local contractors.

6.7 Defibrillator Update

Cllr Measey undertook the checks in February and agreed to continue to do so in March.

The defib box has been treated to prevent further rusting.

Action: Cllr Measey to undertake the defib checks at the Community Centre during March.

7. Reports:

7.1 QEII Report

The Vice-Chairman provided an overview from the recent QEII recreation ground committee meeting. A copy of the meeting minutes from Monday, 13th February 2023 are attached.

8. Finance

8.1 For payment

Clerk's salary for February	£ 629.68
Cllr Measey expenses: yellow paint for defibrillator box	£ 8.74
Interim Internal Audit fee - December 2022 (T Faull)	£ 20.00
The Arundell – Carey Room booking: 23 rd February 2023 (inc. £3.33 VAT)	£ 20.00
Martin Ashley & Son Gardening Services: Ash tree removal (inc. £180.00 VAT)	£1,080.00
Baker Electrical Services: VAS battery system repairs	£ 35.00
M&M Kneebone Building Services: QEII Pavilion frost damage repairs (inc. £447.65 VAT)	£2,685.88

Proposed (SD) and seconded (TSW); all in favour that the above payments be made online.

[Total payments for February: £ 4479.30]

Action: Clerk to make all payments online.

8.2 Receipts/Payment received:

Interest	£ 3.66
West Devon Borough Council Section 106 fund (for picnic table & gateposts)	£1022.46

8.3 Outstanding invoices: None

The February invoices for payment and the bank statements issued on 1st February 2023 were seen and signed by two Councillors.

General matters relating to Finance:

8.4 None

9. Planning

9.1 Applications:

3198/22/ARM - Proposal: Application for approval of reserved matters following outline approval 1408/20/OPA for access & adoptable road layout. Site Address: Land Adjacent to Lifton Strawberry Field, Lifton

Councillors were being consulted on the road layout/design and drainage arrangements only. The access arrangements to the highway have already been dealt with in a previous planning application. Councillors agreed to support this application.

Proposed and seconded. PC decision: support (7); not support (0); abstain (0). All in favour.

9.2 Approvals:

3474/22/ARC - Location: Whitehall Cottage Old Tinhay Lifton Devon PL16 0AL. Application Type: Approval of Details Reserved by Conditions (discharge). Proposal: Application for approval of details reserved by condition 6 (Drainage), 7 (WSI) & 8 (landscape) of Planning Application 2534/19/FUL

Decision: Discharge of Conditions - Split Decision

9.3 Refusals:

0133/23/COM Lifton - Location: North Road Lifton PL16 0DS. Applicant Name: Airband Community Internet Limited. Application Type: 28 (1 month) Communication PD Application. Proposal: Notice of Intent to Install Electronic Communication Apparatus Comprising Six Poles at 10.5 metres high (9 mtrs above ground). **Decision: Objection Recommend Refusal**

General matters relating to Planning:

9.4 Pre-Planning Consultation:

9.4.1 Proposed Base Station Installation Upgrade at Cornerstone 12368701 (Polson Farm)

9.4.2 Proposed Base Station Installation Upgrade at Cornerstone 12622902 (Wortham Manor Farm)

9.5 3497/21/FUL (APP/Q1153/W/22/3296092) - Proposal: Erection of timber framed stable block. Location: Cotstow Liftondown PL16 ODA. Appeal Status: Appeal decided. Appeal Decision: Upheld (Conditional approval)

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

0428/23/ARC - Application Type: Approval of Details Reserved by Conditions (discharge). Application for approval of details reserved by conditions 4 (Foul Drainage) and 5 (Surface Water Management) of planning consent 0487/22/FUL - Glenside Old Tinhay Lifton PL16 0AL

0432/23/COM - Application Type: 28 (1 month) Communication PD Application. Notice of Intent to Install Electronic Communication Apparatus Comprising One Pole at 10.5 metres high (9 mtrs above ground) - A388 Lifton Liftondown PL16 ODA

0446/23/COM - Application Type 28 (1 month) Communication PD Application. Notice of Intent to Install Electronic Communication Apparatus Comprising Six Poles at 10.5 metres high (9 mtrs above ground) - Fore Street Lifton PL16 0BH

10. Correspondence: WDBC Letter re: New Tree Preservation Order 1079 (Ref: RP/431378) – Clerk to circulate to all Cllrs.

11. Councillors' items for future agenda: Coronation.

Next Meeting: 7.00pm, Thursday, 23rd March 2023 (venue to be confirmed)

Meeting closed at 21.07.

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