

# Lifton Parish Council

Minutes of the Parish Council meeting held in the Carey Room (The Arundell), Lifton  
on 22<sup>nd</sup> February 2024

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

## **Part 1**

**Present:** Cllr C Edmonds (Chairman), Cllr Dunn, Cllr Gynn and Cllr Measey

- 1. Apologies:** Cllr Glen, Cllr Lees and Cllr Sutton-Woodhouse
- 2. Minutes:** The minutes of the meeting on 25<sup>th</sup> January 2024 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/Guest Speakers:** None
- 5. Public Participation/Borough Cllr. Update:**

### **Public Participation:**

The applicant for planning application 0043/24/FUL (item 9.1 on the agenda) provided a summary at the meeting of the plans to make an indoor dog-friendly area by extending the existing café/restaurant at Strawberry Fields. Councillors were informed by the applicant that the owners were taking a business-led approach and listening to customer feedback; there was currently no indoor space in the café/restaurant for those with dogs. The proposed plans would allow approximately 35-40 covers inside a nice warm space for those with dogs; the extension would be in keeping with the existing buildings; and was felt to be a good addition to the local business.

In relation to planning application 0302/24/ARM (under item 9.1), the applicant informed Councillors that the proposal was still for a farm managers dwelling but the plans now had a slightly modified design following comments received back from WDBC's planning officer. This proposal included reduced glazing/floor plan and that the dwelling would now be screened by trees once it had been built.

The project manager from South West Water (SWW) provided background at the meeting for the proposals set out in planning application 0034/24/FUL (construction & operation of water abstraction & pumping facility with associated access arrangements, landscape planting & other ancillary works – item 9.1 on this agenda).

Councillors were informed that this was a strategic project for long-term water resources for the region; SWW had a statutory duty to provide water. The temporary scheme currently in place at the same site will sustain water supply for this year.

The SWW project manager reported that the Environment Agency issue a permit for the abstraction point, abstraction rates and quality of water etc. An evidence-based approach had been taken and pre-application feedback had been received. The pumphouse structure will look like an agricultural building; it will blend into the existing site/background with the actual design uploaded onto SWW's website shortly (plans for the building were shared with Councillors at the meeting). SWW propose to build behind existing trees and new trees will be planted. The extraction point will be a concrete structure with a 'grass-crete' product used for the access point, this will allow green grass to grow through the concrete and will help with visual impact.

A member of the public expressed their concerns about the proposals in this planning application. They raised the following issues; it was the wrong site location, it would cause major negative impact on the unspoilt Tamar Valley, the building would be visible from the Cornish side of the river, there

had been a lack of public consultation, and that the biggest issue was that SWW had not yet been issued with an abstraction license. They questioned how SWW could build something if no license/permit was in place. The member of the public reported that they live close to the site on the Cornwall side of the river; that the temporary pumphouse should not have been built at that site; and that other locations (e.g. Greystone) would have been the perfect site. They reported that Lawhitton Parish Council had objected to the proposed plans.

The SWW representative responded to some of the points raised. Councillors were informed that SWW had been working with the Environment Agency for years on this project; that the EA is promoting this scheme; and that SWW were confident they will get issued with the license/permit. The permit for the temporary scheme was due tomorrow. With regards to the location, SWW understand it is relatively unspoilt however a site further down the river would result in more costs to the customer (SWW looked as far south as Gunnislake); they have to compromise on cost/environmental impact and there were good reasons why the site could not go downstream. The pre-application process explained why this site was being used; that other sites were explored, with assessments carried out etc. SWW had moved the building and changed it from the pre-application to where it is now for impact on the moss and other ecological reasons.

**Borough Cllr. Update:** WDBC met on Tuesday, 20<sup>th</sup> February 2024 and agreed a balanced budget for 2024/25. WDBC agreed, that with effect from 1<sup>st</sup> April 2025, the council tax on second homes (in the South Hams and West Devon area) would be doubled.

Meetings were being held at WDBC regarding the devolution deal for Devon and Torbay to form a combined authority.

## **6. General items:**

### **6.1 Review of Parish Council Policies**

#### **6.1.2 Publication Scheme**

The Clerk circulated the revised Publication Scheme to Councillors prior to the meeting. Following the recommendation made in the recent Interim Internal Audit Report, the policy has been updated to ensure the correct level of transparency is reached and maintained. Additional information has been added to or amended on the PC's website such as more detail about the roles of each Councillor, the inclusion of more PC policies etc.

**Motion: To accept the revised Publication Scheme and review it again in 2 years' time: proposed (SD), seconded (DM); All in favour.**

#### **6.2 Highways Update**

The Clerk provided a report to Councillors prior to the meeting which detailed highways matters that have been reported to or from Devon County Council Highways (or other departments) since the last meeting. Please see attached Appendix A.

In addition to the above, the following update was reported:

W241706697 - Broken Manhole Cover, Broken Manhole Cover. Location: Road from Methodist Church to Liftondown, Liftondown. Thank you for contacting us about this issue, which was originally reported on 27-January-2024. The record was completed on the 22-February-2024. The following information is now available: The problem has been repaired.

Other highways issues raised at the meeting:

In relation to the road surface at the top of Darkey Lane/Fore Street and the short section in front of the seat, the Chairman informed Councillors that the poor quality of the road surface and potholes had been reported to DCC Highways on at least 3 occasions. This area has been added to their (DCC Highways) future routine works programme. The Chairman had contacted Highways regarding a timeframe for these works; to-date Cllr Edmonds was still awaiting a response.

Fore Street – Following recent complaints regarding mud on the road, the Chairman confirmed that there is a construction method statement in place for this housing development which forms part of the planning application. It sets out Wain Homes’s working practises during construction which includes to keep the road clean and to have a road sweeper operating when required. The Chairman spoke to Wain Homes and the road was cleaned. Wain Homes are aware of their responsibilities however wheel washing facilities were not included in the planning documents. Fresh hardcore was placed into the site entrance by Yeat Road.

Councillors agreed that the Clerk should put the relevant links (detailed below) onto the Parish Council website so that local highways issues could be reported directly to DCC:

To report a problem, visit: <https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

To make a complaint about highways matters, visit:

<https://www.devon.gov.uk/roads-and-transport/help-and-support/make-a-complaint/highways-feedback-form/>

Speedwatch report: Cllr Dunn provided the speed data report for 21<sup>st</sup> January to 21<sup>st</sup> February 2024. There has not been much activity due to the holidays and the bad weather conditions.

### **6.3 Lifton Road Safety Plan**

Lifton’s Road Safety Plan was submitted to Devon County Council on 19<sup>th</sup> January 2024. Please see attached Appendix B for the response received from DCC’s Highway Officer. This response was circulated to Councillors prior to the meeting.

Councillors noted that DCC were not supporting the requests to reduce the speed limit to 20mph (in certain areas), or for ‘wig wag’ signage by the school or for a weight restriction on Fore Street. Councillors felt that it was a tad irresponsible to ignore the request for wig wags outside the primary school, they felt that this area was an accident waiting to happen and that what is currently in place is insufficient.

Councillors asked the Clerk to revise the PC’s application to DCC to request a reduction to 20mph in the areas highlighted in the Plan and to put in another request for wig-wag signs by the school; and to also now include the public consultation results in the application.

Councillors discussed Highways response about an additional VAS. As the technology and capabilities of the VAS’s had greatly improved since the existing Lifton ones were purchased, Councillors agreed for the Chairman to obtain quotes for a new VAS for the village and for an item to be placed on the next agenda. All agreed.

**Action: The Clerk to revise the PC’s 20mph speed limit application to DCC as detailed above.  
The Chairman to obtain quotes for a new village VAS.**

## 6.4 Defibrillator Update

Cllr Gynn undertook the defib checks during February and Cllr Dunn agreed to do so in March. Cllr Dunn suggested it would be a good idea to purchase some sort of clear bag for the defib kit to go in, so that it can actually be clipped onto the defib itself. This recommendation was made at a recent defib training course organised by the Community Centre. All agreed.

**Action: Cllr Dunn to undertake the defib checks during February and the Clerk to look online for a suitable attachable clear bag for the defib kit.**

## 7. Reports:

### 7.1 QEII Report

The Vice-Chairman provided the following report: A meeting of the QEII Committee was held on Monday 5th February. The play house is to be removed and the area turfed. A decision will be made regarding a replacement piece of equipment when funds become available. Subsequent to the meeting, notification has been received from ROSPA regarding an inspection in March.

A rent of £750.00 has been agreed with the football club for the current season with the club responsible for cleaning the changing rooms. The current grass cutting contract will be honoured with a review in March 2025. The cricket club will pay the same amount per game as the football club on a pro rata basis.

The situation regarding dog fouling appears to be showing a marked improvement.

Finally, an oak branch overhanging the entrance to Leat Farm has been deemed to be dangerous and has since been removed. The TPO was in agreement that the branch could be removed.

### 7.2 OPCC Councillor Advocate Scheme

Cllr Gynn provided the following report: I attended a 'Thank-you event' at the Office of the Police and Crime Commissioner at Middlemore, hosted by the PCC Alison Hernandez on 12<sup>th</sup> February 2024. This included a guest speaker, Acting Chief Constable Jim Colwell. The PCC explained the role of Councillor Advocates acting as independents with, for example, Victim Support. ACC Colwell also stressed the importance of local councils having partnerships with the police when dealing with the local community. An example of this is Community Payback, where people in the community carry out work such as weeding and hedge-trimming.

## 8. Finance

### 8.1 For payment

Clerk's salary for February	£700.70
The Arundell – Carey Room for Lifton PC meeting on 22 <sup>nd</sup> February 2024 (inc. £6.67 VAT)	£ 40.00

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

[Total payments for February: £ 740.70]

**Action: Clerk to make all payments online.**

### 8.2 Receipts/Payment received:

Interest – January	£ 8.92
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### 8.3 Outstanding invoices: None

The February invoices for payment and the bank statements issued on 1<sup>st</sup> February 2024 were seen and signed by two Councillors.

#### General matters relating to Finance:

### 8.4 None

## 9. Planning

### 9.1 Applications:

0034/24/FUL - Proposal: Construction & operation of water abstraction & pumping facility with associated access arrangements, landscape planting & other ancillary works. Site Address: Land at SX 373 834, Lifton

Councillors noted the issues raised and discussed under the 'Public Participation' agenda item. On being asked to take a vote, all Councillors abstained from either supporting or not supporting this planning application.

The Chairman abstained as his role as the West Devon Borough Council Ward Member meant he may have a further part to play in the planning process beyond that of the Parish Council.

Councillors said that this was a complex application, they were not engineers so it was difficult to make a decision.

**Proposed and seconded. PC decision: support (0); not support (0); abstain (4).**

0173/24/LBC - Proposal: Repair vehicle impact damage to external wall. Site Address: Lifton Hall Hotel, New Road, Lifton, PL16 ODR

Councillors noted the proposals in this listed building consent application to make good what was there before; they decided to support this application.

**Proposed and seconded. PC decision: support (4); not support (0); abstain (0). All agreed.**

0043/24/FUL - Proposal: Erection of an extension to existing cafe/restaurant. Site Address: Strawberry Fields, Lifton, PL16 ODH

Councillors support this planning application.

**Proposed and seconded. PC decision: support (4); not support (0); abstain (0). All agreed.**

0302/24/ARM - Proposal: Application for approval for reserved matters following outline approval reference 2531/21/OPA relating to access, appearance, landscaping, layout, scale for erection of a dwelling for a farm manager together with access drive, plus the discharge of Conditions 6 (BNG), 7 (CEMP) and 8 (LEMP) (resubmission of 2531/21/OPA). Site Address: Wooladon Farm, Liftondown, PL16 ODD

Councillors noted the revisions made in the proposed plans and support this planning application.

**Proposed and seconded. PC decision: support (4); not support (0); abstain (0). All agreed.**

0552/24/ARC - Proposal: Application for approval of details reserved by condition 3 (WSI) of planning consent 3890/23/LBC. Site Address: Wortham Manor, Lifton, PL16 0ED

Councillors support this planning application.

**Proposed and seconded. PC decision: support (4); not support (0); abstain (0). All agreed.**

### **9.2 Approvals:**

0053/24/ARC - Approval of Details Reserved by Conditions. Applicant Name: - South West Water Limited. Site Address: Land At Gatherley Wood, Lifton. Description: Application for approval of details reserved by conditions 10 (Construction Phase Method Statement) and 11 (In-Stream Structures) of planning consent 3309/23/FUL. **Decision:** Discharge of Condition Approved

3890/23/LBC - Listed Building Consent. Applicant Name: The Landmark Trust Officer. Site Address: Wortham Manor, Lifton, PL16 0ED. Description: Listed building consent for renovation works.

**Decision:** Conditional Approval

### **9.3 Refusals:**

4068/23/ARC - Approval of Details Reserved by Conditions. Applicant Name: GMJ Development Ltd. Site Address: Borough House, Fore Street, Lifton, PL16 0BH. Description: Application for approval of details reserved by condition 6 (Sustainable Drainage Option) of planning consent 4116/17/OPA.

**Decision:** Discharge of Condition Refused

### General matters relating to Planning:

#### **9.4 None**

### **10. Correspondence:**

Councillors noted the following correspondence received since the last meeting:

Devon Countryside Access Forum

Moor2Moor Cycle Event - 12th May 2024

**11. Councillors' items for future agenda:** As detailed in these minutes.

### **Part 2**

#### **1. Resolution to exclude the public and press from the meeting:**

Councillors resolved that in accordance with Public Bodies (Admission to meetings) Act 1960 section 1(2) and as extended by Schedule 12A of the Local Government Act 1972, the public and press be excluded from Part 2 of this meeting in respect of confidential or sensitive information which is prejudicial to the public interest. **Proposed; seconded; All agreed.**

#### **2. Grass Cutting Tender (contract for 2024-25)**

To ensure a fair discussion and decision took place, each of the three tenders submitted were assigned a letter (by the Clerk) thus anonymising who the company/person was and where they were based.

Councillors carefully considered the three quotes submitted for the 2024-25 grass cutting contract. They considered the quotes against the agreed 2024-25 budget figures, the sites for cutting and maintaining along with the frequency of cuts etc.

Councillors resolved to award the grass cutting contract for 2024-25 to tenderer 'C' which was confirmed by the Clerk as 'Martin Ashley & Sons Gardening Services.'

**Proposed and seconded; All agreed.**

**Next Meeting:** 7.00pm, Thursday, 28<sup>th</sup> March 2024 (Venue tbc)

Meeting closed at 20:54.

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

**Lifton Parish Council Meeting – 22<sup>nd</sup> February 2024**  
**Agenda item 6.2 – Highways Update**

The following notices/issues have been reported to or from Devon Highways since the last meeting, as follows:

W241698778 - Pothole, Pothole (Single or multiple). Location: Road from Leat Farm to Gatherley Farm, Lifton. Thank you for contacting us about this issue, which was originally reported on 08-January-2024. The record was completed on the 06-February-2024. The following information is now available;

The problem has been repaired.

W231685730 - Pothole, Pothole (Single or multiple). Location: North Road, Lifton. Thank you for contacting us about this issue, which was originally reported on 04-December-2023. The record was completed on the 31-January-2024. The following information is now available; The problem has been repaired.

W241706697 - Thank you for the following report: Problem: Broken Manhole Cover, Public Information Portal, Broken Manhole Cover. Location: Road from Methodist Church to Liftondown, Liftondown.

Date Reported: 27/01/2024. 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 24/02/2024.

**Devon Lighting:** Thank you very much for reporting this fault. Your report has been recorded and the item will be scheduled for repair. A summary of the fault you have reported is shown below:  
 Fault Reference: 62837; Item ID: 14131; Item Reference: 4; Item Street: Access to Tinhay Mill Industrial Estate; Item Area: Lifton; Item Fault: Light not working.

We endeavour to repair normal lighting faults in a timely manner, however, if a fault is identified on the underground power cable, then we have to refer this to the distribution network operator which could delay the repair time further. [www.lightsonindevon.co.uk](http://www.lightsonindevon.co.uk)

Thank you very much for reporting this fault. Your report has been recorded and the item will be scheduled for repair. A summary of the fault you have reported is shown below:  
 Fault Reference: 62836; Item ID: 14133; Item Reference: 2; Item Street: Access to Tinhay Mill Industrial Estate; Item Area: Lifton; Item Fault: Light not working

We endeavour to repair normal lighting faults in a timely manner, however, if a fault is identified on the underground power cable, then we have to refer this to the distribution network operator which could delay the repair time further. [www.lightsonindevon.co.uk](http://www.lightsonindevon.co.uk)

Thank you very much for reporting this fault. Your report has been recorded and the item will be scheduled for repair. A summary of the fault you have reported is shown below:  
 Fault Reference: 62648; Item ID: 68636; Item Reference: 6; Item Street: Oak Ridge; Item Area: Lifton; Item Fault: Light not working.

We endeavour to repair normal lighting faults in a timely manner, however, if a fault is identified on the underground power cable, then we have to refer this to the distribution network operator which could delay the repair time further. [www.lightsonindevon.co.uk](http://www.lightsonindevon.co.uk)

**Devon County Council North Devon Link Road project progress update:**

[Last big push as Link Road upgrade accelerates towards final stages - The North Devon Link Road](#)



**Lifton Community Speedwatch Group** – A hard copy of the latest speed data report will be made available at the meeting along with an update.

**Lifton Road Safety Plan** – Please see separate agenda item/update.

**Lifton Parish Council Meeting – 22<sup>nd</sup> February 2024**  
**Agenda item 6.3 – Lifton Road Safety Plan**

The following response has been received from DCC's Highways in relation to the submission of the Lifton Road Safety Plan:

ENQ241705180 - Highway Comments, Enquiry. Location: North Road, Lifton.

Thank you for contacting us about this issue, which was originally reported on 23-January-2024. The record was completed on the 01-February-2024. The following information is now available:

Thank you for your Road Safety Plan which you have submitted. Having reviewed the proposals, I am able to offer the following responses.

I am aware that this proposal includes lots of requests for 20mph speed limits. We have a set process whereby Parishes can apply for speed limits to be reduced to 20mph. The submissions received are considered as a collective, and the most appropriate requests are taken forwards. It is important that speed limits reflect the road conditions and risks present on a particular road, to ensure the new speed limit would be compliant, so this strategy ensures the locations taken forwards are the ones where the proposed restriction is considered to be most appropriate, ensuring consistency across the county.

I have copied the latest information from the Devon County Council "Roadmap" newsletter, which is also available at this web address:

<https://content.govdelivery.com/accounts/UKDEVONCC/bulletins/3863f03>

20mph Speed Limit Programme 'Expression of Interest' 2024-25

The eleven selected 20mph speed limit schemes in the first two tranches are underway or completed. There is now an opportunity for a third tranche to be progressed through the 2024-2025 financial year.

The first two tranches received a significant amount of interest (152 submissions) and it is proposed to utilise the same scoring matrix as used for the previous years. Therefore, if your community has already submitted an expression of interest you need not do so again; this will be reviewed again and against any expressions from new communities. If your community wishes to modify your proposal you may, and this will be reassessed.

A further £150,000 has been secured in our Road Safety Capital Allocation for the 24/25 tranche (Item 210). It is anticipated that 4-6 further communities (depending upon the size of the schemes) could benefit from new 20mph limits with this additional funding.

The next steps will be for elected Members to work with their communities to complete new or modified applications, it is important that every application is supported both by the Town or Parish Council and Elected Member prior to assessment.

To allow for assessment and prioritisation for schemes to be delivered in 2024-25 all new or modified submissions must be complete by 1st March 2024.

The application form can be found here: <https://forms.office.com/pages/responsepage.aspx>

I'm not sure whether the weight restriction on Fore Street is a formal request, because whilst your survey demonstrates support for it, it was also listed in the ideas which you intended not to pursue. I will however provide information on why a weight restriction is not possible. Fore Street forms part of a main category 6 road and is part of the salting network, providing a safe route in winter weather conditions, to multiple parishes within the area. It used to form part of the main A30 historically and it is still used as a diversion for the present A30 when it is closed. HGV movements are essential to maintain local businesses in the area and beyond. A weight restriction would still permit HGV movements for reasons of access, so without a physical restriction such as a width restriction, a weight limit would be unlikely to reduce HGV movements significantly. With the new housing development in the area, HGV traffic is unfortunately unavoidable, and preventing it on Fore Street would only risk diverting HGVs onto other less suitable lower category roads, causing other issues elsewhere. The implications of any weight restriction must be considered looking at the system of roads as a whole, and not just an individual road. Implementing a weight restriction on one section of the road through Lifton would effectively require us to implement this same restriction on the whole length of the old A30 up until its junction with the A386 at Sourton, otherwise it risks HGVs joining the old A30 at Sourton and turning off part way along to use smaller roads to avoid the specific weight restriction in Fore Street.

Regarding the request for Wig/Wags to be installed outside the school, these requests are generally only considered at schools where there is an existing school crossing patrol, so we would not approve a request for Wig/Wags in this location. As there is existing warning signage for the school and children, we would consider the existing signage to be sufficient given the size of the school and its location.

With regards to the additional VAS device, we wouldn't object to the Parish purchasing an additional VAS device, providing the location of the device can be agreed, and that it would conform to our standard mobile VAS device terms and conditions. If you could send an email with the proposed location of the new device, this can then be considered on an individual basis. It appears that the Parish already has 2 mobile devices in place on a rotational basis. It should be considered whether it would be more cost effective to add the new site into the existing rotations, rather than purchasing a new device, however once the new site has been approved, this would be a matter for the Parish Council to decide on, providing our terms and conditions for VAS devices are adhered to. For clarity, any new approved site would still be a mobile site, meaning the VAS device could not remain in that position on a permanent basis.