

Lifton Parish Council

Minutes of the Parish Council meeting held in the Tamar Room (The Arundell)
on 27th March 2025

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

Present: Cllr Edmonds (Chairman), Cllr Alexander, Cllr K Dunn, Cllr S Dunn, Cllr Gynn and Cllr Measey

1. Apologies: Cllr Glen, Cllr Lees and Cllr Sutton-Woodhouse (apologies approved)

2. Minutes: The minutes of the meeting on 27th February 2025 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: One member of the public was in attendance to observe the meeting.

Borough Cllr. Update: The Clerk continues to circulate the latest news from West Devon Borough Council. At the recent full council meeting, Councillors agreed to extend the public service protection order (PSPO) to increase the area covered by the PSPO in Tavistock. This is to help combat anti-social behaviour within certain parts of the town. A PSPO is also to be introduced in Okehampton.

6. General items:

6.1 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 separate attachment 'Appendix A'.

A further update from DCC Highways had been received:

W251845894 - Parking Enforcement, Enquiry - Location: North Road, Lifton. Thank you for taking the time to submit this report. What action has been taken? Thank you for contacting us on this matter. On checking our records, the yellow school keep clear markings at the location you have requested are advisory only.

Advisory School Keep Clears are placed to advise motorists not to park at a given location, however they are not underpinned by traffic regulation orders or legislation, therefore, cannot be enforced by a Civil Enforcement Officer.

If you believe that the markings should be made mandatory, or other restrictions put in place at the location that you are reporting, we would recommend contacting your local County Councillor, who can review your request and discuss it with your local neighbourhood team. You can find out who your local councillor is by visiting the following website:

<https://democracy.devon.gov.uk/mgMemberIndex.aspx?bcr=1>

In addition to the above, the following matters were raised by Councillors:

Please could a request be made to DCC Highways for a 'drop off' zone to be created on the road outside of the Doctor's surgery on North Road as it was becoming difficult to negotiate the dropping off of elderly/infirm patients to the surgery.

The New VAS has now been installed and is helping to reduce speeding in and through the village. The two older VAS were awaiting repair; spare parts from a VAS kindly donated by Chillaton will be used to try and make the necessary repairs. If this is not successful, Councillors may wish to consider purchasing another new VAS in future.

Lifton Community Speed Watch Group: The latest speed data reports were circulated to Councillors before the meeting. Although unable to attend the recently held Speed Watch Conference, Cllr S Dunn reported that the speed watch volunteers were now allowed to take photographs of those vehicles caught speeding to help provide additional evidence to the police. The photos must be of the speeding vehicle only (not the driver/inhabitants) and the image must be deleted once the report has been submitted. Although the taking of photographs has not been permitted previously, it may prove useful in future.

6.2 Allotments

Following the report and discussion at last month's PC meeting, the Parish Chairman informed Councillors that an initial discussion had taken place regarding the new allotments on the housing development on Fore Street, at a recent meeting of the Lifton Garden Society (LGS).

The garden society agreed to take some time to consider taking on the management side of the allotments, with a view of coming back with a decision by the end of April.

Councillors agreed to defer making a formal decision about the ownership of the allotments until a further update from the LGS had been received. The Clerk agreed to bring back this item to a future PC meeting.

6.3 Village Trail Leaflet

The Clerk reported that the following quotes had been received from Launceston Print for the re-printing of the revised Lifton Village Trail Leaflet: 1/3 A4 12pp Leaflets x500 copies for £159 or x1000 copies for £229 (Zero VAT).

Councillors resolved to purchase x1000 leaflets at £229.

Proposed (SD); Seconded (DM); All in favour. A vote was taken by a show of hands.

Action: Cllr S Dunn to provide the final revised version of the leaflet and the Clerk to place an order for 1000 copies with Launceston Print.

6.4 Grass Cutting 2025-26

Councillors were asked whether they wanted to renew both of the grass cutting contracts for the cutting of the West Devon Drive (by MJ MW Bickle & Son) and for the cutting of the other parish council-owned areas in the village (by M Ashley & Son Gardening Services).

Councillors resolved to renew both contracts with effect from 1st April 2025 to 31st March 2026.

Proposed (DM); Seconded (SD); All in favour. A vote was taken by a show of hands.

In relation to the QEII recreation ground, the Parish Chairman reported that Lifton Football Club had informed the QEII Committee that they were putting together a proposal to do the grass cutting of the football pitch at the QEII; they were in the process of getting a grant to purchase a mower and other ground maintenance equipment with a view to maintaining the football pitch themselves.

The football club were proposing to enlist help from Lifton's cricket club who would also be asked to cut the pitch during cricket season and to also share the associated costs.

Councillors were informed that the cricket club do not play many games now nor were they in a financial position to help. The grass would need cutting through the cricket season when Lifton's team would not necessarily be playing.

The QEII Committee expressed some concerns with the proposal such as what would happen if people leave the football club and it no longer had anyone to cut the grass.

The football club also want to store the new equipment in the PC's existing storage container on site.

Although Councillors always welcomed the offer of help to enhance parish council-owned facilities, they had to consider all areas of the recreation ground such as the grass cutting of the outer areas of the football pitch, the children's play area etc.

Councillors raised concerns relating to the storage of valuable items given the recent break-ins at other local recreation grounds and theft of such equipment; would the football club have its own insurance cover for their equipment along with sufficient public liability cover for those people undertaking the grass cutting.

Councillors discussed a possible compromise whereby the football club cuts the grass from say September to April (exact date to be agreed by the QEII Committee); that they cut the whole field not just the pitch; and that the local contractor continues to cut the grass according to his contract (the contractor does not cut the QEII grass through the winter months).

Councillors agreed that both a detailed written agreement and comprehensive risk assessment be drawn up and signed prior to any work commencing. The football club would be asked to provide proof of their insurance cover, which would include sufficient public liability cover, to the QEII Recreation Ground Committee. The QEII Committee would oversee all work undertaken by the football club to ensure high standards are maintained.

Councillors agreed for the Parish Chairman to discuss the above with the football club and that the QEII Recreation Ground Committee be tasked with taking this matter forward on the PC's behalf. All agreed.

Action: The Parish Chairman to take the above forward with the QEII Recreation Ground Committee and Lifton Football Club . An update to be provided to the PC in due course.

6.5 Litter bins

The Clerk informed Councillors that she had been able to obtain a WDBC Locality Fund Grant, with the help of Cllr Edmonds, to cover the cost of the new play area bin. LiveWest has provided the new bin for Arundell Gardens.

Following the discussion at last month's PC meeting, the Clerk had been in touch with WDBC's Waste Team regarding the positioning of a new litter bin in Arundell Gardens and the siting of a replacement bin in the play area at the QEII recreation ground; and whether waste from both bins could be added to WDBC's fortnightly waste collections.

The quote received from WDBC for emptying the 2 bins requires clarification to confirm that the two bins will be added to the existing fortnightly collection of residual waste. The Parish Chairman would follow up with WDBC to obtain confirmation of the quote and the proposed siting of the bins.

Councillors resolved to get the two new bins installed by the local contractor once WDBC had approved the bins positioning.

Councillors gave their approval for the Clerk to pay the Glasdon invoice as soon as possible so that the grant and payment were cleared from the PC's account in the 2024-25 financial year.

Proposed (DM); Seconded (CG); All in favour. A vote was taken by a show of hands.

Action: As detailed above.

6.6 Defibrillator Update

Cllr Measey undertook the defib checks at the Community Centre during March. Cllr K Dunn agreed to undertake the checks in April.

7. Reports:

7.1 QEII Report

The gateway and pathway to the pavilion, including easy access to the play area, has now been completed. If the weather allows the pavilion will receive a second coat of paint and the woodwork will be stained later this month.

Unfortunately, the pavilion has suffered minor vandalism to the outside seats. A contractor has been approached and will forward an estimate. The football club have also reported a rise in dog fouling. ROSPA have completed their inspection of the play area and apart from one or two minor issues have raised no concerns.

7.2 OPCC Councillor Advocate Scheme

Cllr Gynn provided the following update: Police & Crime Commissioner Alison Hernandez has gone on the record in the public media by expressing grave concern with Devon & Cornwall Police complaints procedures.

Quotation from press release:-

'In this report, I have made it clear that I am deeply disappointed with the way complaints have been dealt with during this time. Among other failings, my office found the force has not met its statutory requirements to deal with complaints in a timely manner, and found no real evidence that the force was learning from complaints or from reviews of complaints carried out by my office.

The good news is I believe we will see positive change. Chief Constable Vaughan has acknowledged the scale of the problem and is taking action to fix it, and I'll be monitoring progress closely to make sure that happens.'

8. Finance

8.1 For payment:

Clerk's salary for March	£	730.73
Cllr Sutton-Woodhouse expenses: Clips for new VAS installation	£	25.39
The Arundell: Tamar Room hire for LPC meeting 27.03.25 (inc. £6.67 VAT)	£	40.00

Lloyds Bank charges 10th January to 9th February 2025 (to be taken by DD on or after 18.03.25)

£ 4.25

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

[Above payments: £ 800.37 plus £204.19 (see item no.6.5 above) Total: £1004.56]

Action: Clerk to make all payments online.

The above invoices for payment and the bank statements dated 28th February 2025 were seen and signed by two Councillors.

8.2 Receipts:

Interest	£ 7.67
David Gynn Memorials	£ 172.00

8.3 Outstanding invoices: None

General matters relating to Finance:

8.4 Banking: Payment received by David Gynn Memorials

The Clerk reported that David Gynn Memorials had paid £172.00 to Lifton Parish Council by mistake. With agreement from both the Parish Chairman and Vice-Chairman, the Clerk reimbursed David Gynn Memorials £172.00 on 18th March 2025.

9. Planning

9.1 Applications:

0750/25/VAR - Proposal: Application for variation of condition 1 (Approved Plans), condition 10 (BNG), condition 12 (LEMP), condition 13 (PEA), condition 14 (lighting) and condition 17 (landscaping) of planning consent 3342/24/ARM to include external lighting changes. Site Address: Land At Sx 376 850 Lifton

Councillors noted that the planning application paperwork was quite difficult to negotiate but it related to a previous planning application for a house at Wooladon that the PC had supported previously. The proposed changes in this application included the addition of a 4th bedroom and increase in size of the farm managers office and the resulting increase in the footprint of the building. The application was originally for 3 bedrooms.

In relation to the BNG/LEMP/Lighting conditions, Councillors noted that there was no narrative provided for what those changes were. The summary provided on the application form for this variation of planning condition was read out. Councillors agreed to support this application.

Proposed and seconded. PC decision: support (6); not support (0); abstain (0). All in favour. A vote was taken by a show of hands.

9.2 Approvals:

3342/24/ARM - Approval of Reserved Matters. Description: (READVERTISED with additional information) Application for approval of reserved matters following outline approval reference 2531/21/OPA relating to access, appearance, landscaping, layout & scale for erection of farm manager's dwelling with access drive, along with discharge of Conditions 6 (BNG), Condition 7

(CEMP), Condition 8 (LEMP), Condition 9 (badger survey), Condition 10 (lighting), Condition 11 (bat/bird boxes) and Condition 13 (landscaping). Site Address: Land At Sx 376 850, Lifton.

Decision: Conditional Approval

3030/24/FUL Full Planning Application. Description: Construction of dwelling house. Site Address: Land Rear of Darkey Cottage, Willas Road, Lifton. **Decision:** Conditional Approval

0258/25/ARC Approval of Details Reserved by Conditions. Description: Application for approval of details reserved by condition 6 (Solar Panels) of planning consent 02151/2011. Site Address: Lifton Community Centre, Park Wood Rise, Lifton, PL16 0LA. **Decision:** Discharge of Condition Approved

0389/25/CLP Certificate of Lawfulness for Proposed Use. Description: Certificate of lawfulness for proposed removal & replacement of existing garage door & internal work to convert into bedroom Site Address: 12 Park Wood Rise, Lifton, PL16 0LA. **Decision:** Cert of Lawfulness (Proposed) Certified

9.3 Refusals: None

General matters relating to Planning:

9.4 Parish Council Pre-Application Consultation re: Proposed upgrade to existing base station installation at (CS 12622902 / VF 87470) Wortham Manor Farm, Lifton, Devon PL16 0ED (NGR: 238559, 087004)

Councillors formally noted their response to this pre-application; which was as follows:

‘After consulting Lifton Parish Councillors they wanted to thank you for keeping us informed. Whilst there were no specific comments made, a question was asked as to why the 25m height; would 20m height not deal with the vegetation issue?’

Councillors noted the response received from WHP Telecoms Ltd to the above question:

‘With regards to the proposal height of 25m, this was confirmed as being the minimal required by Radio Planners in order to clear the established tree tops to the South while also providing the required network coverage level to the area. A planning application was submitted to the Council last year to remove a couple of large trees to the South that are under a Tree Protection Order (TPO), however this was refused by the Planning Authority, therefore, to continue to provide good coverage to the area a re-design of the existing communications mast was needed, in this case to increase the height above the existing tree level. The proposed mast height of 25m is sufficient in allowing these trees to continue to grow, while also still allowing good network coverage to the surrounding area.

We understand a new structure will always be, to some degree, a noticeable change to the area, therefore in order to reduce any impact as much as possible, we are proposing a lattice-type structure (rather than the existing monopole-style mast) which benefits from being light-permeable, to ensure its form is diffused when viewed from surrounding viewpoints, with only the top section of the mast likely to be seen from surrounding viewpoints. We consider the open lattice construction helps to minimise visual impact more than a solid, unbroken form such as a monopole or wind turbine.’

9.5 For information: Planning Application Number: 0843/25/PAT - Proposal: Application for prior notification of proposed development removal of existing 15m communications column & replacement with a 25m lattice mast with headframe accommodating 3No antennas & ancillary development, proposal also involves relocation of 1No transmission dish on tower leg, 2No equipment cabinets at ground level & ancillary development thereto. Location: Communication Station Wortham Farm Lifton PL16 0ED

10. Correspondence: West Devon Multi-Cultural Festival 2025

11. Councillors' items for future agenda: Allotments, Village Christmas Decorations and Grass Cutting at QEII (football club)

Meeting closed at 20:20.

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

Next Meeting: Approximately 7.00pm start as follows the Annual Parish Assembly, Thursday, 24th April March 2025 (Tamar Room, The Arundell)