

Lifton Parish Council

Minutes of the Parish Council meeting held in the Tamar Room (The Arundell), Lifton on 23rd October 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, Cllr Lees, Cllr Measey and Cllr Sutton-Woodhouse

- 1. Apologies:** Cllr Glen (apologies for the reasons given were approved)
- 2. Minutes:** The minutes of the Meeting of Lifton Parish Council held on 25th September 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. As a resident of a neighbouring property and business owner, they wanted to express their concerns to Councillors regarding two planning applications detailed under agenda item number 9.4 in relation to Ridgecombe Farm. Councillors were given hard copies of a couple of plans/maps by the resident which were used to support the concerns raised. Those concerns related to the commercial development of the site and industrial activity on an access lane which was not built for industrial use. Concerns raised by the resident related to potential noise disruption, safety and highways issues.

The resident, who informed Councillors that they would contact the planning authority directly to raise their concerns, sought a comprehensive full planning application that provided more detail in relation to how the commercial development would interact with the existing farm buildings still in use. They wanted the site developed in a safe and considerate way.

Please see item 9.4 (2922/25/PAU) below for the Parish Council's response.

Borough Cllr. Update: Councillors received a brief update regarding the site at Liftondown.

West Devon Borough Council issued enforcement notices at two sites (neighbouring pieces of land) which became effective on 17th October 2025. The current position on enforcement and appeal is detailed below:

The site owners have appealed against the enforcement notices issued in respect of the unauthorised development at the site. Under planning legislation, the lodging of an appeal automatically suspends the effect of the enforcement notice until the Planning Inspectorate has made its decision. WDBC will continue to monitor the use of the site and if further works are undertaken over and above those covered by the enforcement notice then they will consider whether further action can lawfully be taken.

6. General items:

6.1 Highways Update

The Clerk provided a short 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.

Other issues that have since been reported to DCC Highways:

W251901051: Thank you for the following report: Problem : Pothole, Public Information Portal Pothole (Single or multiple). Location: Road past Elmfield, Lifton. Date Reported: 23-October-2025. What happens next? 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 30/10/2025.

W251901056: Thank you for the following report: Problem : Pothole, Public Information Portal Pothole (Single or multiple). Location: Road to Ashleigh Farm, Lifton. Date Reported: 23-October-2025. What happens next? 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 30/10/2025.

W251901058: Thank you for the following report: Problem : Pothole, Public Information Portal Pothole (Single or multiple). Location: Road to Ashleigh Farm, Lifton. Date Reported: 23-October-2025. What happens next? 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 30/10/2025.

Other matters raised at the meeting:

The saga of who is responsible for the abandoned fencing at top of Darkey Lane continues. The Parish Chairman has liaised with Wain Homes, BT Openreach and the National Grid, all of whom claim the fencing is not their responsibility. Cllr Edmonds will continue to pursue this matter; he will also contact Wain Homes regarding the plastic fencing along the footpath which is continually causing obstruction as it dislodges in bad weather.

Lifton Community Speed Watch Group: Councillors received the latest speed data reports from Cllr S Dunn prior to the meeting. Cllr Gynn reported that 50 vehicles had been caught speeding over the two overlapping months that speed checks were undertaken; this equated to 3% of drivers that pass through the village, speeding.

Vehicle Activated Speed Signs (VAS)

Councillors were informed that an anonymous donation of £2,400 had been received to put towards a new VAS in Lifton; this meant that grant funding was no longer needed to purchase the new sign. In light of this kind and generous donation, Councillors were asked to decide whether to go ahead with the purchase of a new battery-operated VAS or to consider the two quotes provided by the Clerk (prior to the meeting) for a solar-powered VAS instead.

Councillors noted that the current VAS batteries needed recharging on a regular basis; having a second battery VAS would mean additional time spent taking down/recharging and could be more onerous if both VAS batteries needed charging at different times.

Cllr S Dunn suggested it may be worth getting the speed watch team involved in helping out with the charging of the existing batteries as he was sure they would be willing to help out.

Motion: Councillors resolved to purchase a new solar-powered VAS from Elan City funded by the anonymous donation topped up by PC funds. Proposed (TSW); Seconded (SD); All in favour.

Action: The Clerk to liaise with Elan City and the Parish Chairman regarding the ordering, delivery and installation on the new VAS.

6.2 Burial Ground – replacement water butt

The Parish Chairman reported that the large water butt located at the parish burial ground on North Road had a split in it causing a leak that cannot be repaired. In liaison with the Clerk, the PC's local contractor has been contacted to find out if they can source and fit a replacement water butt as a matter of urgency given visitors to the cemetery need access to water for flowers/plants. Councillors agreed that a new water butt was required and the costs would be covered via unearmarked reserves.

6.3 Defibrillator Update

Cllr Measey confirmed that the defib had been checked and it was still in good working order. Cllrs S and K Dunn agreed to undertake the checks during November.

7. Reports:

7.1 QEII Report

Councillors were informed that the recently felled chestnut tree at the recreation ground is showing signs of regeneration. The sheet of metal has now been removed.

7.2 OPCC Councillor Advocate Scheme

Cllr Gynn provided information on Tri-Service Safety Officers:

[Commissioner's award praises multi-skilled responders who are unique to Devon and Cornwall – Your voice in policing](#)

8. Finance

8.1 For payment:

Clerk's salary + WFH allowance	£ 782.62
& pension for October	£ 17.25
*Clerk's WFH allowance paid in August & September	£ 52.00
*Clerk's pension paid in September (£7.39 employers' contribution + £9.86 employees' contribution deducted from monthly salary)	£ 17.25
HMRC: National Insurance Contribution	£ 52.42
M Ashley & Son Gardening Services: Tree removal (inc. £50.00 VAT)	£ 300.00
WDBC: April-September Emptying of bins (inc. £206.25 VAT)	£ 1,237.47
Lloyds Bank charges (to be taken by DD on or after 19 th October 2025)	£ 4.25
The Arundell: Carey Room hire for LPC meeting 25.09.25 (inc. £6.67 VAT)	£ 40.00
The Arundell: Tamar Room hire for LPC meeting 23.10.25 (inc. £6.67 VAT)	£ 40.00

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

[Total above payments to be made £ 2474.01] *£69.25 was already paid in August & September.

Action: Clerk to set up all payments online for further Councillor authorisation.

The above invoices for payment and the bank statements dated 1st October 2025 were seen and signed by two Councillors.

8.2 Receipts:

Interest in September	£ 4.86
WDBC: 2nd half precept 2025-26	£ 8,992.00

D. Gynn Stonemason: Memorial inscription fee	£ 40.00
Co-Op Funeral Care: Memorial fee	£ 100.00

8.3 Outstanding invoices: None

General matters relating to Finance:

8.4 Bank reconciliation: July-September 2025

The Clerk shared the bank reconciliation with Councillors prior to the meeting; it was also published on the PC's website. No issues were found; the bank statements, bank reconciliation and cashbook all tally with each other. Councillors formally noted the bank reconciliation and it was signed by two Councillors.

8.5 Budget monitoring 2025-26

Councillors received the budget monitoring spreadsheet prior to the meeting and noted the figures provided. The Clerk would update these as part of the 2026-27 budget setting process. Councillors will discuss next years' budget at November's PC meeting.

8.6 Application for grant funding - 1st Lifton Scout Group

Following discussion at last month's PC meeting, Councillors agreed to defer their decision to today's meeting on whether or not to award a grant towards a new Scout store at Roadford Lake. The Scouts had asked the PC for £2,000.

Councillors discussed the matter further and decided not to award a grant on this occasion due to current budgetary constraints. The PC would not be in a position to award £2,000 given there was only £50 remaining in the donations budget for the remainder of 2025-26. Councillors had to take into account the possibility of receiving future donation requests from other local groups between now and the end of the current financial year.

Councillors agreed not to award a grant to 1st Lifton Scout Group on this occasion as detailed above. Proposed; seconded. All agreed.

Action: The Clerk to inform the Scouts of the above decision.

9. Planning

9.1 Applications:

2753/25/HHO - Householder application to add feather edge fencing to a current concrete boundary wall. Site Address: 22 Arundell Gardens, Lifton PL16 0DW. [Click here to view the application](#)

Councillors support this application as they feel the proposed fencing was acceptable.

Proposed and seconded. PC decision: support (8); not support (0); abstain (0). All in favour.

9.2 Approvals:

0854/25/FUL – Description: Erection of agricultural building for storage of feed, machinery & livestock. Site Address: Midway, Liftondown PL16 0DB. **Decision:** Conditional Approval

9.3 Refusals: None

General matters relating to Planning:

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

2828/25/AGR - Description: Application to determine if prior approval is required for a proposed agricultural machinery & fodder storage building measuring 27.43m (L) x 15.24m (B) x 7.03m height to ridge. Site Address: Land At Sx 364 861, Launceston. [Click here to view the application](#)

2922/25/PAU - Prior Approval for change of Agricultural Building to flexible commercial B2, B8, C1 or E. Description: Application to determine if prior approval is required for a proposed change of use of parts of four agricultural buildings to Class E (former B1 use - light industrial). Site Address: Ridgecombe Farm, Lifton PL16 0HD. [Click here to view the application](#)

In relation to the above planning item 2922/25/PAU, Councillors asked the Clerk to contact the planning authority (WDBC), to seek confirmation on whether or not a full planning application was indeed required to change the use of the four agricultural buildings at the Ridgecombe Farm site. Although Councillors did not specifically discuss whether the proposal meets the conditions or limitations for permitted development, they did express concerns in relation to the potential increase in traffic to/from the site once it becomes commercial; potential noise disturbance and general safety concerns during and after the site is developed for commercial use given the proximity of the agricultural barns to neighbouring properties which are owned by other people.

Action: The Clerk to contact WDBC Planning as detailed above.

2894/25/NAU Notification of change of agricultural building to flexible commercial B2, B8, C1 or E
Description: Notification of proposed change of use under Class R of agricultural building known as Barn 3, to commercial use Class B1 (Class E) for light industrial use. Site Address: Ridgecombe Farm (Barn 3), Lifton PL16 0HD. [Click here to view the application](#)

10. Correspondence:

South Hams & WDBC: Joint Local Plan - have you got land available?

11. Councillors' items for future agenda: As detailed above.

Meeting closed at 20:27.

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

Next Meeting: 7.00pm, Thursday, 27th November 2025 (Tamar Room)