

# Lifton Parish Council

## Minutes of the Parish Council meeting held in the Tamar Room (The Arundell), Lifton on 27<sup>th</sup> November 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 for the reasons given were approved)

**2. Minutes:** The minutes of the Meeting of Lifton Parish Council held on 23<sup>rd</sup> October 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:** Two members of the public were in attendance in relation to planning application 3110/25/FUL for the change of use of 'The Shed' to a bakery & hot food takeaway. The applicant who is the local owner of The Shed informed Councillors that they have worked as a pastry and commis chef and would like to use the unit next door to the gym for a small bakery located at unit 1A on Tinhay Mill Industrial Estate. This would mostly be for a takeaway service in addition to a small seating area to cater for the nearby factory staff, local residents and those that use the gym. The applicant reported that the general feeling locally was that a bakery/takeaway will be welcomed. The applicant also planned to run barista training for young people which they hoped would provide employment opportunities.

The applicant had asked the planning authority to run The Shed as a dark kitchen but this change of use was not permitted.

Please see item 9.1 (3110/25/FUL) below for the Parish Council's response.

**Borough Cllr. Update:** A full West Devon Borough Council meeting was held on Tuesday where Councillors took the unanimous decision to support the proposal for a 4-5-1 reimagined local government in Devon in response to plans by central government to reorganise local government. West Devon Borough Council has submitted the proposal to government for 'Torbay and Southern Devon', a unitary authority with South Hams, Teignbridge, Torbay and West Devon.

The full proposal 'Reimagining Devon: Believe in Better' is available to view at

[www.reimaginingdevon.org](http://www.reimaginingdevon.org)

The government is expected to make its decision in May-June 2026 with local elections still going ahead in May 2027 for new unitary councillors. The result of which will see a huge reduction in councillor numbers and bigger wards. The unitary authorities will be in place from May 2028; the new unitary councillors will shadow the sitting non-unitary Councillors for that year, May 2027 to May 2028.

### **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.

Lifton Parish Council: Minutes of the Meeting of 27<sup>th</sup> November 2025

Other matters raised at the meeting:

Cllr Gynn reported that there is a noisy drain cover at the junction/Duntz Hill side of the road. The Clerk would report this to DCC Highways.

DCC's Highways Officer provided an update on the Park Road pothole; this area is marked for patching by Highways but roads maintenance is prioritised. The Park Road pothole was assessed as a lower priority than others. There is no timescale for when the patching work will take place.

**Lifton Community Speed Watch Group:** Councillors received the latest speed data reports from Cllr S Dunn prior to the meeting. The CSW Groups sessions have been hampered by the recent bad weather.

### **Vehicle Activated Speed Signs (VAS)**

Councillors were informed that the new VAS is in situ in Liftondown for the time being and the solar panels will be installed shortly. The sign has been sited on the last light column available; there is nowhere else for it to go further along the road in Liftondown. The sign will be adjusted to ensure that it is not registering speeding vehicles too far down the road and/or those travelling on the main A30.

Councillors received preliminary data from both the new speed sign in Liftondown and the one sited in Tinhay. Although further evidence will be reported in the future, the initial findings were that the vast majority of vehicles passing both signs were within the required speed limits. Both signs were able to measure both incoming and outgoing traffic.

The local CSW Group had stopped holding monitoring sessions down in Tinhay as their evidence showed that there was no issue with speeding vehicles in that area of the parish; the public's perception of speeding vehicles did not match the evidence recorded by the group volunteers.

Councillors were informed that the Tinhay VAS would be moved up to the village green area to pick up the roadway from The Arundell to the school access walkway. The old VAS at Darkey Lane was no longer working and would be removed.

### **6.2 Defibrillator Update**

Cllr K Dunn undertook the defib checks at the Community Centre in November and reported that it had been used locally earlier in the week. Cllr Measey reported that the replacement pads had been fitted and the defib was back in good working order. Councillors were briefed on how to install new defib pads.

The Clerk confirmed that a new spare set of replacement pads had been ordered.

Cllr K Dunn agreed to undertake the defib checks during December.

## **7. Reports:**

### **7.1 OPCC Councillor Advocate Scheme**

Cllr Gynn provided a report to Councillors prior to the meeting (available via the PC's website [200981-Lifton\\_OPCC\\_report\\_27Nov2025.pdf](#)). The report covers the recent announcement by the

government to abolish Police and Crime Commissioners in Spring 2028. New reforms will be introduced so police are accountable to their local mayoralities or local councils.

## 8. Finance

### 8.1 For payment:

Clerk's salary & WFH allowance	£ 782.62
Employee pension for November (£7.39 employers' contribution + £9.86 employees' contribution deducted from monthly salary)	£ 17.25
Clerk's expenses (Poppy wreath for LPC)	£ 24.49
HMRC: National Insurance Contribution	£ 52.42

Elan City Ltd: Solar speed sign (inc. £518.00 VAT)	£ 3,107.99
M Ashley & Son Gardening Services: Grass cutting/weed spray July-Oct 2025 (inc. £532.90 VAT)	£ 3,197.40
SLCC: Membership fee 2025-26	£ 150.00
ICO: Data protection fee (collected via direct debit on or before 20/12/2025)	£ 47.00
Lloyds Bank charges (to be taken by DD on or after 18 <sup>th</sup> November 2025)	£ 4.25

Payment made since last PC meeting (budgeted item):

MJ & MW Bickle & Son: West Devon Drive grass cutting (inc. £513.00 VAT)	£ 3,078.00
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**Proposed (SD) and Seconded (DM); all in favour that the above payments be made online.**

[Total above payments to be made £ 10,461.42]

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

The above invoices for payment and the bank statements dated 31<sup>st</sup> October 2025 were seen and signed by two Councillors.

### 8.2 Receipts:

Interest in October	£ 4.33
Anonymous donation towards new vehicle speed sign	£ 2,400

### 8.3 Outstanding invoices: None

## General matters relating to Finance:

### 8.4 Donation: Royal British Legion 2025 Poppy Appeal

Councillors agreed to donate £50.00 to the RBL 2025 Poppy Appeal.

**Proposed (DM) and Seconded (KD); all in favour.**

## 9. Planning

### 9.1 Applications:

3110/25/FUL - Description: Change of use of The Shed to a bakery & hot food takeaway. Site Address: The Shed, Unit 1A Tinhay Mill Industrial Estate, Tinhay, PL16 0AH. [Click here to view the application](#)

Councillors discussed this application and noted the comments provided by the applicant/owner (under agenda item 5 – Public Participation).

Whilst Councillors supported the idea of having a bakery and takeaway at the proposed site, they noted the following comments DCC Highways had made; that the applicant would need to provide an access plan to show how the vehicles will access and leave the car park; that a drawing would be required to show the car park layout and the number of spaces that will be created; and that the applicant should also include a 'Transport Statement' to show the impact this proposal will have on the highway network.

The applicant was advised to liaise with their land agent by Councillors to address the above concerns raised by Highways and to confirm with Highways that there was indeed no dedicated car park at the site. The applicant said that they and other unit owners could consider collectively using the current vacant lot at the industrial site as a parking area; this was yet to be explored.

The applicant reported that the proposed bakery's opening hours would be 8.00am to 5.00pm, this would help to cater for the early morning trade from the local factory and gym next door.

The applicant informed Councillors that they lived locally in Lifton and were well aware of how busy Tinhay is; something Councillors noted as always being the case historically.

Councillors agreed to support this application in principle providing the applicant addresses all the above concerns and the request for more information made by DCC Highways.

**Proposed and seconded. PC decision: support (6); not support (0); abstain (0). All in favour.**

### **9.2 Approvals:**

2663/25/FUL - Description: Erection of an agricultural livestock / silage store building. Site Address: Wooladon Farm, Liftondown PL16 0DD. **Decision:** Conditional Approval [Click here to view the application](#)

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

### **9.3 Refusals:**

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. **Decision:** Prior Approval Required and Refused [Click here to view the application](#)

3254/25/ARC - Description: Application for approval of details reserved by condition 3 (Surface Water Drainage Scheme) of planning consent 0028/24/VAR. Site Address: New Barn, Launceston, PL15 9QX. **Decision:** Discharge of Condition Refused [Click here to view the application](#)

1856/25/FUL - Description: Change use from holiday let to residential with minor changes to elevations (part retrospective). Site Address: Barn At Sx 371 866, Higher Carley Barns, Lifton. **Decision:** Refusal [Click here to view the application](#)

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:*

3254/25/ARC - Description: Application for approval of details reserved by condition 3 (Surface Water Drainage Scheme) of planning consent 0028/24/VAR. Site Address: New Barn, Launceston, PL15 9QX

[Click here to view the application](#)

**10. Correspondence:**

Devon and Somerset Fire and Rescue Service Precept Survey

Public Health & Safety/Boxing Day

**11. Councillors' items for future agenda:** PC Budget 2026-27.

Meeting closed at 20:15.

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

**Next Meeting:** 7.00pm, Thursday, 18<sup>th</sup> December 2025 (Tamar Room)