

Lifton Parish Council

Minutes of the Parish Council meeting held in the Tamar Room (The Arundell), Lifton on 26th February 2026

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 Measey and Cllr Sutton-Woodhouse

- 1. Apologies:** Cllr Lees (apologies for the reasons given were approved)
- 2. Minutes:** The minutes of the Meeting of Lifton Parish Council held on 22nd January 2026 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.

The applicant for planning application 0241/26/PAU (Ridgecombe Farm) provided some background to this application. Although they were informed this application was on the agenda for Councillor's information only this evening (please see item 9.4), Councillors welcomed the applicants update and the opportunity to ask a couple of questions.

A local resident in attendance raised concerns regarding the deterioration of the lane below 'Harts' where the road has turned to clay causing problems for lorries. DCC Highways have already filled 4 potholes in but this has not remedied the problem.

The Vice-Chairman agreed to take photos of the issue to send to Cllr Edmonds who would take the matter further; this relates to South West Water traffic and the works at Gatherley.

Borough Cllr. Update: An update was provided regarding the installation of the mobile phone antennae on the top of St. Mary's Church. Councillors were informed, via a response received by the local MP from 'Government Affairs at Vodaphone', that the network team were hoping to progress physical work at the site soon. The Vodaphone team allocating budget for the work will continue but it was complex heading towards the end of the financial year. Vodaphone will provide an update in due course.

The consultation on the reorganisation of local government closes on 26th March 2026; the Clerk has circulated DALC's link to the consultation to Councillors via email. The final announcement about the reorganisation is expected later in the year.

West Devon Borough Council has set a balanced budget for 2026-27 with a 2.99% precept increase which equates to an extra 15p per week for a Band D property.

Devon County Council are increasing their precept by 4.99%; this is in addition to precept increases from the Police, Fire Service and Town & Parish Councils.

Cllr Edmonds shared a report that had been published in the local press; WDBC has projected ahead, a half a million shortfall in their budget for 2027-28. This follows the governments fair funding review

announcement; over a 3-year period WDBC will receive £300k less in funding than they previously had.

Councillors were reminded that two planning appeals will be heard by the Planning Inspectorate on 18th and 19th March 2026 in relation to the enforcement notices West Devon Borough Council served at two sites in Liftondown in 2025; land west of Midway and at Higher Liftondown Heights. A Planning Inspector will be in attendance for both appeals. The Planning Inspectorates' decision will then be published in due course. This is in relation to planning breaches only.

6. General items:

6.1 Councillor Vacancies

West Devon Borough Council's elections team has confirmed that Lifton PC can proceed with the co-option process as there was a nil return for requests to hold an election to fill the vacancy due to the recent resignation of Cllr Glen.

Lifton Parish Council is currently running with the above vacancy and an existing vacancy; 2 positions which can be filled via co-option.

The Clerk will advertise the vacancy notices around the village via the parish noticeboards, community centre, village shop and local social media. Councillors were also asked to draw attention to the vacancies and direct any interested parties to the Parish Clerk who would provide information on the co-option process. The Clerk would explore placing an advert in the local press if the above means of advertising the vacancies proved unsuccessful. All agreed.

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.

An update was provided at the meeting on the following:

Stone wall (Fore Street) – Cllr Edmonds provided background to this issue and why it was necessary to try and confirm ownership of this parcel of land and wall. The Clerk has received a response from National Highways (head office) referring the matter back to Devon County Council. The Clerk has sent an email (with National Highways' response) to DCC.

Other issues raised at the meeting:

Cllr Sutton-Woodhouse reported the poor condition of the road outside the main entrance to Strawberry Fields Farm Shop. Cllr Edmonds had taken a look at this site and although there were signs of scuffing marks in the middle of road, these would not meet DCC Highways criteria for repair. Drains are located against the hedge of Strawberry Field's car park to help catch water run-off in wet weather. Councillors agreed to keep an eye on this area of road.

Councillors discussed concerns regarding the safety of residents crossing the A388/Fore Street now that the new Wain Homes housing development was occupied. Residents living on the development have to cross the busy road to access local services including the primary school, doctors and local businesses.

Councillors asked the Clerk to put a request into DCC Highways for the installation of crossings or a central island at an appropriate site by the Wain Homes development and village shop, to allow safe access to the opposite side of the road for all residents.

Councillors also agreed that another request for some sort of traffic management, possibly the installation of 'wig-wags', outside Lifton's primary school should be made to DCC Highways. All agreed.

Action: The Clerk to contact the local DCC Highways Officer and put in the above road safety requests.

Funding for VAS solar panel conversion kit – Councillors resolved to purchase the solar panel kit from Elan City Ltd., to convert the battery-operated VAS (£521.08 inc. VAT & delivery).

It was agreed that funding would be sought from West Devon BCs Locality Budget for half of the amount, with the remaining balance coming from Lifton PCs budget.

The VAS will be moved from under the trees in Tinhay to a more central position in the village.

Proposed (SD) and Seconded (CG); all in favour. A vote was taken by a show of hands.

Action: The Clerk to confirm the conversion kit quote and to complete an online application form for a grant from WDBC's Locality Budget.

Lifton Community Speed Watch Group: Councillors were informed that speed watch sessions are still being hampered by the continuous wet weather. The group looked to resume sessions in the Spring.

6.3 Defibrillator Update

Cllrs K Dunn undertook the defib checks at the Community Centre in January and reported that it was still in good working order. Cllr Dunn agreed to carry on the defib checks during March.

7. Reports:

7.1 OPCC Councillor Advocate Scheme

Cllr Gynn provided a report to Councillors at the meeting. The Office of the Police & Crime Commissioner sends out lots of information, for example 5 different subjects were covered this week. These subjects covered coercive control in relation to children/vulnerable young people; violence against women; stalking and fixation on individuals causing fear and distress; and internet fraud including scam emails. Councillors were asked to be mindful of all these issues and encourage people to report any problems via <https://www.police.uk/>

8. Finance

8.1 For payment:

Clerk's salary & WFH allowance	£ 782.62
Clerk's expenses: 2nd Class stamps	£ 6.96
Employee pension for February (£7.39 employers' contribution + £9.86 employees' contribution deducted from monthly salary)	£ 17.25
HMRC: National Insurance Contribution	£ 52.42

Lloyds Bank charges (to be taken by DD on or after 17th February 2026) £ 4.25

The Arundell: Tamar Room hire for LPC meeting 26.02.26 (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 £903.50]

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

The above invoices for payment and the bank statements dated 30th January 2026 were seen and signed by two Councillors.

8.2 Receipts:

Interest in January £ 4.48

8.3 Outstanding invoices: None

General matters relating to Finance:

8.4 Review of bank mandate

The Clerk reported that the online banking system continued to be working well; the monthly payments are set up on the system by the Clerk and then approved by 2 Councillors online. Monthly invoices (hard copies) continue to be seen and signed by 2 Councillors at each PC meeting; this is in addition to the monthly bank statements and quarterly bank reconciliations.

Councillors resolved to keep the same bank mandate in place which allows the Clerk to set up payments which are then authorised by 2 of the 4 Councillors who have online banking access.

Proposed (KD) and Seconded (TSW); all in favour. A vote was taken by a show of hands.

8.5 Donation request: Crimestoppers South West

Councillors discussed the donation request received from the Crimestoppers South West charity who had asked for £200.00 to support their work in Devon, Cornwall, The Somersetshires, Bristol and Gloucestershire.

Councillors agreed that as they had already donated to the local Citizen's Advice branch and spent this year's budget allocation for donations to outside groups, they were unable to make a donation to Crimestoppers South West.

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

Action: The Clerk to provide a response to Crimestoppers South West.

9. Planning

9.1 Applications:

0201/26/FUL – Proposal: Part change of use of land to residential garden; refurbishment of existing outbuilding to create office, gym and store incidental to host dwelling. Creation of new boundary walls and fencing; resurfacing of existing parking and turning area. Site Address: Riverside, Launceston PL15 9QX. [Click here to view application](#)

No objections had been received regarding the proposals within this planning application. Councillors noted that the applicants had taken pre-application advice and the response to the proposed works were very favourable. Councillors noted the good design and access statement and raised no objections of their own. Councillors therefore agreed to support this application.

Proposed and seconded. PC decision: support (7); not support (0); abstain (0). All in favour. A vote was taken by a show of hands.

9.2 Approvals:

3511/25/FUL - Description: Erection of extensions to the farm shop. Site Address: Strawberry Fields, Lifton PL16 0DH. **Decision:** Conditional Approval [Click here to view application](#)

9.3 Refusals: None

General matters relating to Planning:

There is no statutory consultation requirement on the applications below. The information is being sent for information only

9.4 0241/26/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 storage or distribution (class B8) and associated curtilage under Class R of the GDPO. Location: Ridgecombe Farm, Lifton PL16 0HD. [Click here to view application](#)

10. Correspondence:

Citizens Advice Torridge, North, Mid and West Devon - Thank you for your donation

11. Councillors’ items for future agenda: Councillor vacancies/co-option

Meeting closed at 20:24.

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

Next Meeting: 7.00pm, Thursday, 19th March 2026 (Venue to be confirmed)