

# Lifton Parish Council

## Minutes of the Parish Council meeting held in the Tamar Room (The Arundell) on 28<sup>th</sup> November 2024

*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 K Dunn, Cllr S Dunn, Cllr Gynn, Cllr Lees and Cllr Measey

**1. Apologies:** Cllr Alexander, Cllr Glen and Cllr Sutton-Woodhouse

**2. Minutes:** The minutes of the extra-ordinary meeting on 7<sup>th</sup> November 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:** None

**Borough Cllr. Update:** WDBC have taken a proactive approach to the government's reduction in the winter fuel allowance payments. Letters have been sent out to the elderly to ensure they are claiming for all the benefits they qualify for (pension credit etc.); providing advice on how they can make a claim and to advertise 'drop-in' sessions at local libraries where further advice will be provided. Councillors were asked to refer anyone experiencing difficulties to Cllr Edmonds so that he can help guide them to the appropriate place within WDBC.

WDBC's external audit has been completed and the unqualified opinion was good. The budget process has commenced; WDBC is looking to achieve a balanced budget for 2025-26.

**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'.

In addition to the above, please find below confirmation that a faulty street light has been reported to DCC's Lighting Team:

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: 72715

Item ID: 68635

Item Reference: 5

Item Street: Oak Ridge

Item Area: Lifton

Item Fault: Light not working.

In relation to Storm Bert, DCC's Flood Risk Management Team asked towns and parishes to report any incidents of local flooding. The Vice-Chairman provided the following response which has been submitted to DCC by the Clerk:

Flooding in Leat Road, Lifton, Devon: Opposite Flemings, stretch of road about 50 metres over the weekend 23/24 November. No property flooded. The 'drain' is simply a piece of pipe in the hedge which blocks quite quickly.

Leat Road from Rose Cottage down. No property flooded. Drain blocked and water flowing across the road while the road surface has worsened noticeably thanks to Storm Bert. The bits of tarmac dumped in potholes has been washed away yet again. This is a long-standing problem but the road condition is somewhat akin to a badly maintained farm lane and getting worse with two channels about 20 metres long and 20/30 cm deep gouged into the road.

The flooding under the A30 flyover in Liftondown on the A388 was raised. This is a known hotspot for flooding but would be added to the report to DCC.

Cllr S Dunn reported that a street light in Tinhay has been on all night. He would provide the street light number to the Clerk so that a report could be submitted to DCC's Lighting Team.

The Parish Chairman reported that WDBC's road sweeper had been along North Road to help clear fallen leaves. He will arrange for it to return once all the remaining leaves are down.

### **Lifton Community Speed Watch Group**

Cllr S Dunn provided the latest speed data report at the meeting. The group are conducting 4 sessions a month; the weather conditions and dark evenings prevent more sessions at this time of year. Devon & Cornwall Police have joined the group in Lifton on occasion and use their own devices to record speeding vehicles. They issue on the spot speeding tickets where drivers are issued with a fine or offered a place on a speed awareness course.

A Community Speed Watch Conference was held in October; information from this event will be circulated to Councillors via email after the meeting.

Cllr S Dunn handed around examples of letter 1 and letter 3 which are sent from D&C Police to those caught speeding.

The Parish Chairman asked Councillors to check if the speed sign outside the Community Centre was in working order and to let the Clerk know if it was not.

### **6.2 QEII Terms of Reference**

Councillors received the draft QEII Terms of Reference prior to the meeting and resolved to formally adopt them with immediate effect.

**Proposed: SD; Seconded: CG; all in favour. A vote was taken by a show of hands.**

### **6.3 Lifton Village Trail Leaflet Update**

Councillor S Dunn provided an update on the changes to the Lifton village trail leaflet; a draft version was passed around the meeting table. The leaflet was now available as a word document and has been updated in liaison with Lifton's History Group.

There has been some difficulty in amending the map image on the leaflet given this was created years ago but someone no longer associated with the Parish Council. The Community Centre location (no. 23) and locations for public parking will be manually added to the map.

The revised leaflet will be circulated via email to Councillors for a final check before it is reprinted.

Councillors resolved to get the revised leaflet reprinted and asked the Parish Chairman to ascertain a quote from a local provider. Councillors agreed that the leaflet could be reprinted on white paper and that 500 copies should be made.

**Proposed: DM; Seconded: CE; all in favour. A vote was taken by a show of hands.**

#### 6.4 Burial Ground: Farewell Flowers Directory – ICCM Flower survey

The ICCM asked its members to assist with research in determining the volume of floral tributes that are left at Crematoria in the United Kingdom, to gather data to help work out the scale of plastic and non-recyclable materials members have to contend with.

ICCM members and other organisations were asked to undertake a week-long survey to measure this during the week commencing 11/11/24 to 15/11/24. The Parish Chairman kindly undertook this survey at the PC's burial ground on North Road, the results of which have been submitted to the ICCM.

#### 6.5 Defibrillator Update

CLlr Gynn undertook the defib checks during November; it was in good working order. CLlr Measey agreed to undertake the checks during December.

### 7. Reports:

#### 7.1 OPCC Councillor Advocate Scheme

CLlr Gynn provided an update from the OPCC on 'Paving the way to zero deaths on our roads' during National Road Safety Week which commence on 18<sup>th</sup> November 2024.

The [Vision Zero South West](#) road safety partnership has done a huge amount of work in the last three years to try to reduce the number of people who are killed and seriously injured on Devon and Cornwall's roads.

### 8. Finance

#### 8.1 For payment:

Clerk's salary for November	£ 940.94
Employers' NIC payment	£ 25.24
Clerk's expenses (Poppy wreath & Norton Anti-virus renewal)	£ 59.48
Martin Ashley & Son Gardening Services: Grass cutting at QEII, Burial Ground, Verge & Village and Weed Spray (inc. £522.90 VAT)	£ 3,137.40
ICO: Data protection renewal fee (by direct debit)	£ 35.00
The Arundell: Tamar Room hire for LPC meeting 28.11.24 (inc. £6.67 VAT)	£ 40.00

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

[Above payments: £ 4212.82]

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

The above invoices for payment were seen and signed by two Councillors.

#### 8.2 Receipts:

Interest	£ 7.16
WDDB: Locality Fund Grant towards new VAS	£ 200.00
DCC Grass cutting fund 2024-25 (WDD & Urban)	£ 3,886.00
Co-Op Funerals: Burial fee	£ 175.00

#### 8.3 Outstanding invoices: None

## **General matters relating to Finance:**

### **8.4 Donation request: Royal British Legion 2024 Poppy Appeal**

Councillors resolved to make a donation of £50.00 to this year's RBL Poppy Appeal and asked the Clerk to make the payment online.

**Proposed: KD; Seconded: SD; all in favour. A vote was taken by a show of hands.**

### **8.5 Budget Planning 2025-26**

The Clerk provided a draft budget spreadsheet to Councillors detailing proposals for the 2025-26 budget and precept figure prior to the meeting. Councillors were asked to submit any questions or comments about the proposals to the Clerk by Friday, 6th December 2024.

A final decision on the 2025-26 budget and precept figure would be made at December's PC meeting.

## **9. Planning**

### **9.1 Applications:**

2718/24/FUL - Proposal: Extension to existing workshop. Site Address: Autospray Bodyshop Centre, Tinhay Mill Industrial Estate, Tinhay, PL16 0AH

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.**

3342/24/ARM - Proposal: 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. Site Address: Land At Sx 376 850, Lifton

Councillors noted that there had been a reduction in scale for the proposed farm managers dwelling. Having supported the previous planning application, Councillors agreed to also 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.**

3030/24/FUL - Proposal: Construction of dwelling house. Site Address: Land Rear of Darkey Cottage, Willas Road, Lifton

Councillors reported that the site of this proposed dwelling had been a garden in the past and was now an area of undeveloped land. They noted the concerns raised by LiveWest Housing Association relating to drainage possibly affecting hedging and trees on their land.

Councillors commented on the size of the proposed dwelling in relation to the amenity space. The Planning Officer would take this into consideration.

Councillors agreed to support this application but wanted to include a note on ensuring the trees currently in situ are protected from any possible drainage issues.

**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:**

3355/24/ARC - Approval of Details Reserved by Conditions. Site Address: Markstone Farmhouse, Lifton, PL16 0HD. Description: Application for approval of details reserved by condition 11 (Bat Mitigation License) of planning consent 3982/23/HHO. **Decision:** Discharge of Condition Approved

3056/24/FUL - Full Planning Application. Site Address: Ambrosia Creamery, Station Road, Tinhay PL16 0BB. Description: Erection of two storey extensions to northern & eastern elevations of factory building, installation of 1 x ventilation terminal & 1 x roof maintenance access hatch to factory building roof with associated ancillary infrastructure inc construction of new concrete hardstanding, partial relocation of existing kerb line & connection to existing drainage system. **Decision:** Conditional Approval

**9.3 Refusals:** None

**General matters relating to Planning:**

**9.4** None

**10. Correspondence:** Councillors noted the following items:  
South West Lakes Trust – Impacts Report 2023/24

**11. Councillors’ items for future agenda:** Highways: Frequency of A388 through Lifton being used as the diversion route off of the A30; lack of salt-spreading on the A30; and possible request for the installation of a pedestrian crossing in the village.

Meeting closed at 20:20.

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

**Next Meeting:** 7.00pm, Thursday, 19<sup>th</sup> December 2024, Tamar Room (The Arundell)