

Lifton Parish Council

Minutes of the Parish Council meeting held in the Tamar Room (The Arundell), Lifton
on 18th December 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 Measey and Cllr Sutton-Woodhouse

- 1. Apologies:** Cllr Glen and Cllr Lees (apologies for the reasons given were approved)
- 2. Minutes:** The minutes of the Meeting of Lifton Parish Council held on 27th November 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: None

Borough Cllr. Update: West Devon Borough Council are installing rapid EV chargers at Kilworthy Park for council vehicles but also for the public to use. Tree planting is going to take place near Grenofen.

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.

Other matters raised at the meeting:

The Clerk reported that DCC's Highways Officer will do an additional inspection of the noisy drain cover at the junction/Duntz Hill side of the road; it initially had not met DCC's criteria for repair.

Following an enquiry from the Clerk, the Environment Agency has confirmed that the five flapped outfalls upstream of the Old Tinhay Bridge, on the right-hand bank wall, will be routinely serviced this month or in January 2026; this will address one of the flaps not lifting. The EA has also been made aware that water is backing up and flooding the unclassified road leading to Cookworthy during periods of heavy rainfall.

The faded white lines at the top of Darkey Lane have been reported. Highways will be redoing these early next week.

The flooding under the A30 on the A388 has been reported previously and does not meet Highway's criteria for repair.

Lifton Community Speed Watch Group: Councillors received the latest speed data reports from Cllr S Dunn prior to the meeting. Speed watch sessions have now stopped for the Christmas break; the weather has continued to hamper the number of sessions undertaken recently.

Vehicle Activated Speed Signs (VAS)

The solar panels are now in place on the newest VAS.

A quote has been received from Elan City Ltd for a solar panel kit to convert the battery-operated VAS. Councillors agreed to wait until the end of this financial year to determine whether or not to purchase the conversion kit. All agreed.

Action: The Clerk to include an agenda item regarding the purchase of the solar panel conversion kit in February-March 2026.

6.2 Defibrillator Update

Cllr K Dunn undertook the defib checks at the Community Centre in December and reported that it was in good working order. The Clerk confirmed that a new spare set of replacement pads had been received and were now in the cupboard at the centre. Cllrs K Dunn & S Dunn agreed to undertake the defib checks during January.

7. Reports:

7.1 OPCC Councillor Advocate Scheme

Cllr Gynn provided a report to Councillors at the meeting (please see attached report). Cllr Gynn also provided a verbal update on the Police and Crime Commissioners quarterly meeting which he attended at Plymouth Argyle Football Club on 3rd December 2025.

8. Finance

8.1 For payment:

Clerk's salary & WFH allowance	£ 782.62
Employee pension for December (£7.39 employers' contribution + £9.86 employees' contribution deducted from monthly salary)	£ 17.25
HMRC: National Insurance Contribution	£ 52.42
Councillor expenses (TSW): Padlock for solar speed sign	£ 10.98
QEII Recreation Ground Grant 2025-26	£ 1,500.00
Martin Ashley & Son Gardening Services: Supply/fit water butt at Lifton's Parish Burial Ground (inc. VAT £30.00)	£ 180.00
Lloyds Bank charges (to be taken by DD on or after 19th December 2025)	£ 4.25
The Arundell: Tamar Room hire for LPC meeting 18.12.25 (inc. £6.67 VAT)	£ 40.00
Payments made since last PC meeting (budgeted items):	
First Rescue Training & Supplies Ltd (Defib Warehouse): replacement defib pads (inc. VAT £ 14.49)	£ 86.34
Donation to The Royal British Legion Poppy Appeal 2025	£ 50.00

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

[Total above payments to be made £ 2,723.86]

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

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

8.2 Receipts:

Interest in October	£ 4.62
Devon County Council: 2025-26 Grass cutting grant	£ 4,002.00

8.3 Outstanding invoices: None

General matters relating to Finance:

8.4 Internal Auditor - Letter of Engagement 2026

Councillors resolved to enlist the services of P. Clapham BA (Hons) PSLCC for the 2025-26 internal audit. The Clerk was asked to proceed with confirming the above appointment by signing and returning the letter of engagement. **Proposed (DM) and seconded (TSW); All agreed. A vote was taken by a show of hands.**

8.5 Budget Setting 2026-27

Councillors discussed the draft budget and agreed to the budget proposal for 2026-27 which included moving £1,122 from earmarked reserves into the new 'Asset maintenance' budget line and moving £50 from the Community Speedwatch earmarked reserve into a combined Speed sign (VAS) & Speedwatch earmarked reserve.

Motion: Councillors resolved to set the budget for 2026-27 at £28,187 (including the use of £1122 from earmarked reserves as detailed above and moving the remaining £50 Community speedwatch earmarked reserve into a combined Speed sign (VAS) & Speedwatch earmarked reserve).

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

8.6 Precept Setting 2026-27

Councillors discussed the precept figure for 2026-27 and agreed to increase the precept to ensure a balanced budget, healthy reserves and to cover rising costs in the next financial year.

Councillors noted the considerable upcoming increase in the cost of emptying the parish council-owned bins (litter and dog bins); the rise in insurance costs, subscription fees, external audit fees and the costs of tree work and general repairs of parish assets.

The precept calculator had been received from West Devon Borough Council; the PC's proposed precept increase would result in the 'Band D' parish rate being £46.21, this is an increase of £6.76 per annum or 13p per week.

Motion: Councillors resolved to set the precept for 2026-27 at £21,284. Proposed (TSW); Seconded (MA); All in favour. A vote was taken by a show of hands.

Action: The Clerk to submit the precept to WDBC.

9. Planning

9.1 Applications:

3345/25/HHO - Proposal: Householder application for repairs, maintenance & re-roofing of existing outbuilding to create office, gym, store & refuse & recycling store, creation of new boundary walls, fencing & resurfacing of existing parking & turning area. Site Address: Riverside, Launceston PL15 9QX [Click here to view application](#)

Councillors noted that one objection had been made locally but this was to do with access, more of a civil matter.

Councillors thought this was a straightforward proposal and 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.**

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

Councillors noted that this proposal was for the erection of extensions to previously proposed development at the farm shop site that had already received planning permission via an earlier application.

A Councillor expressed concern that additional extensions to enlarge the already agreed storage development at the site would cause additional traffic accessing/leaving the site. Although DCC Highways had been consulted on this application, their comments had not yet been published on WDBC's planning portal.

Councillors agreed to support this application with a caveat: that any impact on traffic movements should be considered and, secondly, that this support is subject to the awaited Highways consultation response.

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

3601/25/VPO - Proposal: Application for modification of Section 106 Agreement on 0159/22/VAR. Site Address: Development Site At Sx 383 851, Fore Street, Lifton. [Click here to view application](#)

Councillors were informed that Live West housing association had purchased 7 properties that were initially private/open market houses. The housing association wished to use the properties as 'affordable housing'; 5 to be used for social rental and 2 as shared ownership. This would require modification to the Section 106 Agreement.

Councillors agreed to support this application to aid the creation of more affordable housing in the village.

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:

2894/25/NAU - 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: Ridgcombe Farm (Barn 3), Lifton PL16 0HD. **Decision:** Prior Approval Not Required [Click here to view application](#)

9.3 Refusals:

2922/25/PAU - 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: Ridgcombe Farm, Lifton PL16 0HD. **Decision:** Prior Approval Required and Refused [Click here to view application](#)

9.4 Appeals:

Appeal reference: APP/Q1153/C/25/3374695. Site address: Land at SX 367 853, Liftondown.
Description of development: Alleged unauthorised change of use of land to residential.

Motion: Councillors resolved to make a representation to the planning inspectorate in relation to the above appeal. The Clerk was asked to submit the parish council’s response by the 6th January 2026 deadline. Proposed and seconded. All in favour. A vote was taken by a show of hands.

Appeal reference: 6002231. Site Address: Barn At Sx 371 866, Higher Carley Barns, Lifton.
Description of development: Change use from holiday let to residential with minor changes to elevations (part retrospective). Application reference: 1856/25/FUL

Motion: Councillors resolved to not make any further representations; their comments and decision to support planning application 1856/25/FUL (at the PC meeting on 24th July 2025) remained unchanged. Proposed and seconded. All in favour. A vote was taken by a show of hands.

Appeal reference: APP/Q1153/C/25/3374608. Site Address: Land to the West of Midway, Liftondown PL16 0DB. Proposal: Alleged unauthorised ground works, hardstanding, siting of caravans and COU of land (residential use). Application Ref: 028742

Motion: Councillors resolved to make a representation to the planning inspectorate in relation to the above appeal. The Clerk was asked to submit the parish council’s response by the 6th January 2026 deadline. Proposed and seconded. All in favour. A vote was taken by a show of hands.

10. Correspondence:

Managing Agent Introduction - Oakdene, Lifton

11. Councillors’ items for future agenda: Solar panel quote; drainage issues around the parish.

Meeting closed at 20:59.

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

Next Meeting: 7.00pm, Thursday, 22nd January 2025 (Tamar Room)

Agenda item 7.1 OPCC Councillor Advocate Scheme Report:

Targeted activity against drugs is making a difference in Devon and Cornwall

The message is clear; drugs will not be tolerated in our region and issues can only be tackled by disrupting organised criminal groups, reducing supply and demand, delivering effective treatment, and protecting young people from exploitation.

During another week of coordinated activity on Tuesday, 2nd December 2025, 'Operation Scorpion' was launched to target illegal drugs and child criminal exploitation, more than 100 arrests were made across the South West.

Suspected drug dealers were apprehended, drugs and weapons were seized, along with cash, and vulnerable people, including children, were safeguarded.

Across Devon & Cornwall, Gloucestershire, Dorset, Avon & Somerset, and Wiltshire, the following was achieved:

- 112 people were arrested
- £67,329 cash was seized
- 52kg of cannabis was confiscated, along with 868 cannabis plants
- Three guns were recovered, plus five imitation firearms
- 19 other weapons seized, such as knives, hammers and Tasers
- 48 people were safeguarded, including five children

During the week of action, Devon & Cornwall Police achieved:

- 27 arrests
- 21 people safeguarded, including one child
- £17,465 cash seized
- 308 cannabis plants confiscated
- Two guns seized, plus one imitation firearm
- Six other weapons seized

These encouraging successes were secured by all five police forces and Police and Crime Commissioners working together with British Transport Police and South West Regional Organised Crime Unit (SW ROCU) to eradicate drugs.

A key focus of Operation Scorpion was child criminal exploitation which included an awareness campaign on TikTok and Snapchat to specifically target young people and educate them about how to spot the signs and where to get help and support.

These organised weeks of activity are part of continuing efforts to remove the scourge of drugs from our communities and help those who want to turn their lives around.

Examples of great initiatives to address not just drug but also alcohol misuse were shared last week at a seminar hosted in Plymouth for our councillor advocates.

For those of you who are not familiar with the scheme, it aims to improve communication between local councillors, the police and my office (OPCC) which organised four seminars a year.

The theme of the latest was drugs and alcohol which is one of the top priorities in my Police and Crime Plan in terms of disrupting drug dealing, reducing antisocial behaviour (ASB), and providing a holistic and trauma responsive approach to tackle the root causes.

I am a big advocate of the model and ethos provided by Harbour Housing in St Austell. I have visited its facilities and spoken to service users to see how their lives have been transformed because of the innovative ways the charity tackles homelessness, ASB, and drugs, alcohol, mental health issues in the local community.

Presentations given during the seminar included from:

- **The Naloxone Advocates Plymouth team, made up of passionate volunteers who care deeply about one thing - reducing drug-related deaths in the city**
- Cornwall Safe and Well Hubs which offers significant wraparound support for people with complex needs, including street-attached individuals and those in recovery from addiction
- Torbay Recovery Initiatives who carried out a pilot study in Torquay with eight individuals who were given effective alternative drug treatment Buprenorphine to help get them off drugs and reduce reoffending and ASB
- Devon & Cornwall Police's drug and alcohol harm reduction team
- **Argyle Community Trust whose Intervention and Youth Support Programme to support young people at risk of ASB, substance misuse and violence is funded by my office**
- Vision Zero South West partnership which has launched its Lift Legend scheme again this month, offering designated drivers free soft drinks at over 260 pubs, clubs and restaurants across Devon and Cornwall to prevent incidents of drink-driving.

The public play a huge part in helping reiterate the message that the South West is no place for drugs. If you suspect or know of drug activity, please let the police know, or report it anonymously through **Crimestoppers on 0800 555 111**. Every report is valuable.

Cllr. Chris Gynn Lifton PC 18th December 2025