



West Devon  
Borough  
Council

## Application Form for Designation of Plan Area

<b>Name of Applicant</b> <i>(this must be a Parish or Town Council)</i>	<b>Lifton Parish Council</b>
<b>Contact Details</b> <i>Please supply contact details of project lead</i>	Name: Councillor Brian Moore Address: 5 Moorfield, Lifton, Devon PL16 ODX  email cllrbrianmoore@liftonpc.org.uk Telephone 01566784112 Mobile 0774398040
<b>Name of proposed plan area</b>	<b>Lifton Parish Neighbourhood Plan</b>
<b>Map of proposed plan area</b>	<i>Please supply a separate map showing the boundaries of the proposed plan area</i>
<b>Statement confirming why the proposed plan area is appropriate</b>	<i>Please explain why the proposed plan area is an appropriate designation</i>
<b>Type of plan proposed</b>	<i>Please circle</i> <u>Neighbourhood Development Plan</u> Neighbourhood Development Order Community Right to Build Order Community Plan Plan-It Lite
<b>Group Terms of Reference</b>	<i>Please supply a separate sheet detailing the Group's Terms of Reference</i>

## **Lifton Parish Neighbourhood Plan**

### **Purpose of the Plan**

To enable the residents of Lifton Parish to have an active role in forming planning policies, and to facilitate the sustainable growth of the Parish

- **Objectives**
- To provide a locally accountable and representative lead for plan making in the parish.
- To produce a sound Neighbourhood Plan that addresses the priorities identified by the local community.
- To agree a vision for the future development of the Parish.
- To consider local services, the economy, local facilities, housing, transport and technology, and the environment and engage with the relevant provider or authority.
- To propose sites for small and large scale development.
- Set policies for future development and use of land which will enhance the quality of life in the parish.
- To provide an appropriate development plan setting out, where relevant, the means by which the policy priorities may be implemented.

All the objectives are to comply with the West Devon Borough Council development plan, the National Planning Policy Framework, and all national and EU policies and directives

### **Membership and Governance**

Lifton Parish Council has granted delegated authority to the Lifton Neighbourhood Plan Project Team to deliver a Neighbourhood Plan for the Parish. The team will guide and agree the content of the plan and all associated evidence and analysis to the point of submission to West Devon Borough Council.

The Project Team will:

- Provide a locally accountable and representative lead for plan-making.
- Agree a project timetable for the preparation of the Neighbourhood Plan.
- Agree a strategy for communicating, consulting and engaging, including those who live or work in the Parish, local stakeholders and relevant infrastructure providers.
- Agree the content of material for consultation and engagement, including the Plan
- Carry out all statutory duties contained in the Neighbourhood Planning (General) Regulations 2012.
- Approve all background evidence prior to publication.
- Liaise with relevant organisations and stakeholders to secure their input in the process.

- Assess existing evidence about the needs and aspirations of the Parish
- Agree, subject to formal agreement from Lifton Parish Council, the final submission version of the Lifton Neighbourhood Plan.
- Actively support and promote the preparation of the Lifton Neighbourhood Plan throughout the duration of the project.

The project team will be formed of a lead group of four Parish Councillors, and six or more residents of, or those who work in, the parish. The chairman will be appointed from the group of four councillors.

- Individual members of the project team may be called on to use their personal expertise to carry out research on behalf of the team – reporting to the full group
- The team may engage other parishioners or consultants as it deems fit in order to resolve or explain contentious or obscure matters
- The Parish Council members of the group will have to declare interests as they arise under the regulations currently in place. Other members of the group will be expected, for the maintenance of good relations in a small community, to declare any personal or financial interest, including those relating to the ownership of land.
- Those declaring such an interest will be asked to leave the room if a vote is required to determine a recommendation.
- The Ward Member will be asked to attend meetings ex officio but will not be entitled to vote.
- If consensus is not achieved on any discussion item, a vote will be held. The usual means of a proposal, duly seconded then voted on by a show of hands - A simple majority will decide success or failure of the proposal. The Project Team cannot make binding decisions, but have to reflect the views of the community, which will become recommendations to be put forward in the draft of the final plan. The Project Team will be deemed quorate if one third or more of the total membership is present .
- Operating decisions can be made by the project team, but formal resolutions will be referred to a full meeting of the Parish Council for ratification or otherwise.
- Should any conflict arise , the Project Team Chairman will attempt to resolve the matter by mediation. Should this prove unsuccessful then a final ruling will be made at a full meeting of the Parish Council.

- Should it become necessary to seek replacement and/or additional members of the Project Team, the Project Team will bring this to the attention of those living, working, or carrying on business in the Parish by advertising the opportunity to join the team on the Parish Website, the Parish/Church newsletter and notices around the Parish

### **Reporting and Feedback**

- Monthly reports will be delivered at the regular Parish Council meetings
- Information about meetings, and updates will be posted on the Parish Council website [www.liftonparishcouncil.org.uk](http://www.liftonparishcouncil.org.uk) .
- Notices may be placed at the Post Office, and on the Parish Council notice boards.
- Surveys and letters may be circulated as required.
- Frequent public meetings will be held to update and consult with members of the Parish
- Presentations and displays of material will be available at public meetings and other community events.

### **Resources and Finance**

An application will be made for grant funding to Locality to assist in the preparation of the Plan to include

- The hire of space for public meetings
- Secretarial/Computer services and publicity material.
- The services of a Planning Consultant to provide specialist planning advice on preparing the plan and writing policies.
- Support with the 6 week pre submission consultation.
- Undertaking surveys and developing the evidence base

The cost of the final examination and referendum will be met by West Devon Borough Council, who are able to apply for financial support from the Government in this respect.

### **Monitoring and Review**

The work of the project team is to be monitored by the Parish Council, in whose name the Neighbourhood Plan will be produced.

After formal adoption of the plan the Parish Council will regularly assess its impact and implementation.

The Project Team will have the opportunity to decide whether they wish to continue as part of the monitoring process, meeting twice a year with the Parish Council, or whether they may wish to disband.

## **Lifton Parish Neighbourhood Plan**

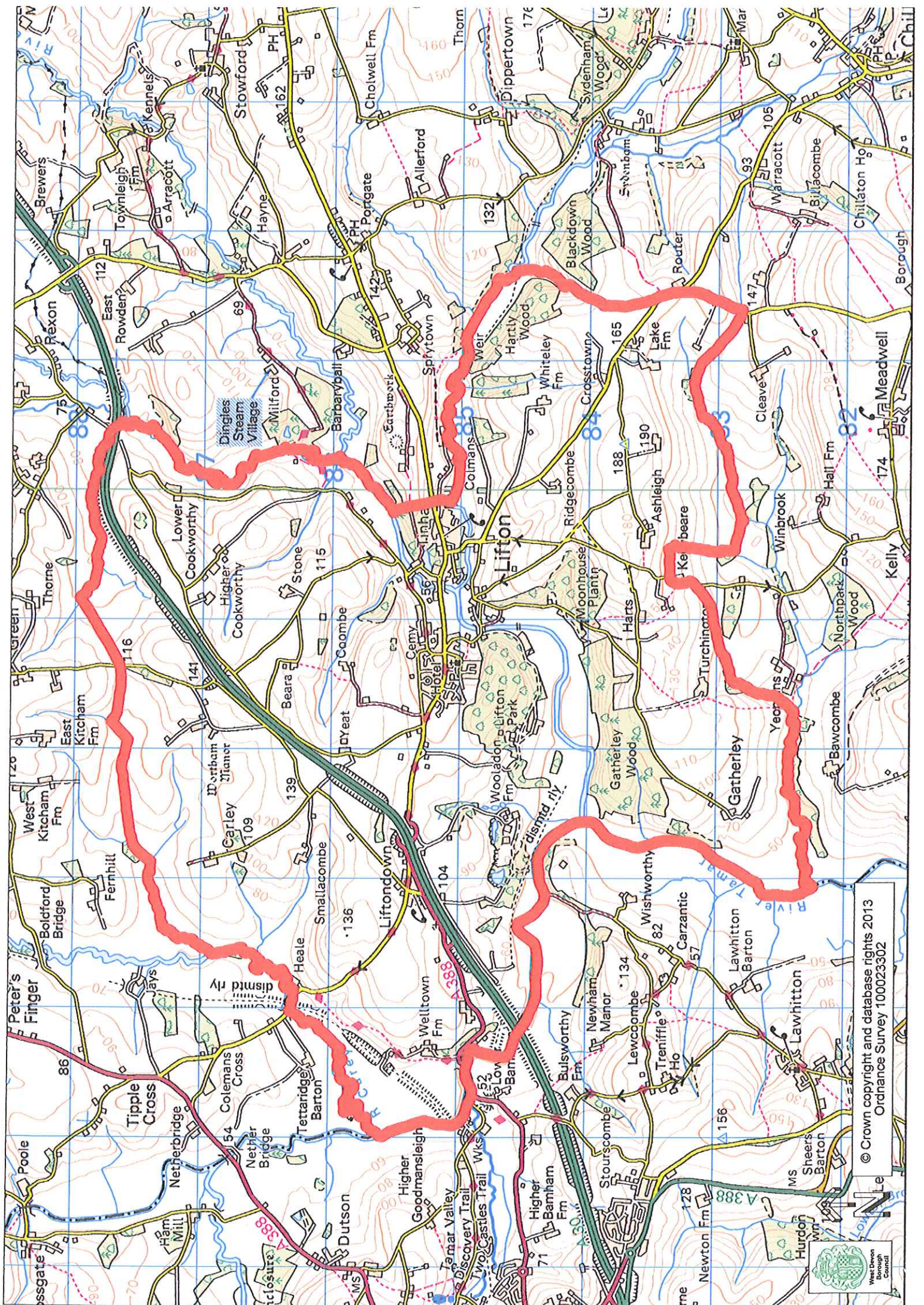
### **Proposed Plan Area**

The plan enclosed with this application outlines the entire Parish of Lifton.

Lifton village and Tinhay, along with the settlement of Lifton Down are almost in the middle of the parish.

Whilst Lifton Village and Tinhay provide the bulk of the commercial and social requirements, the wider parish is largely agricultural and has a diverse range of farms, together with a large number of units geared to tourism.

This is a cohesive community, and all residents of the Parish will without a doubt have much to say about future commercial and social development.



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