

Memorial Park, Padiham Management Plan 2024 - 2029

Jan 2026 update





Green Spaces and Amenities Unit

Memorial Park Management Plan

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Introduction

This Management Plan was first produced and adopted in 2000, in preparation for an application to the Green Flag Park Award. It has been updated annually to reflect progress implementing the action plan, to incorporate ideas and suggestions from the Friends of Memorial Park and to take account of feedback that is received from the Green Flag judges after each annual inspection.

The management plan for Memorial Park has a number of aims:

- Guide the future management and development of the park
- Ensure that resources spent on maintenance of the park are used efficiently
- To promote interest and community involvement
- Ensure the park meets the recreational needs of users
- To preserve the built and natural heritage of the park
- To assist the Council to secure external funds for the improvement of the park
- To help ensure that the Park meets and maintains Green Flag award standards

The plan has been prepared with reference to; CABE Space's "Guide to producing Park and Green Space Management Plans", "Raising the Standard – The Green Flag Guidance Manual" and the HLF's "10-year Management and Maintenance Plan Guidance.

The plan will support the bid for funding from the HLF/BIG Lottery Fund's Parks for People Programme (Stage 1) and will be developed further into a final and more detailed 10-Year Management and Maintenance Plan as part of the development of a Stage 2 application to the Parks for People programme

This plan was originally written by the Parks Officer responsible for the day-to-day management of Memorial Park in consultation with the Friends of Memorial Park, parks staff and other officers of the Council. The section on the history of the park was written by Mr Ken Spencer with contributions from Ian Martin and Duncan Anthony.

Description of Memorial Park

The Memorial Park is the only public park serving the community of Padiham (population 11,000 and is located just 250 metres from the centre of the town. The park is classified in the Green Spaces Strategy, as a 'District Park' of which there are five in Burnley.

The Park covers approximately 8 hectares and is bisected by the River Calder. The two parts of the park are linked by a pedestrian bridge but have distinctly different characters:

The upper park is situated on a bluff overlooking the River Calder and is laid out in an ornamental garden style around the park's principal building, Knight Hill House (a residence pre-dating the park and now used by Age Concern) that is located at the top of the park. Close to the house are two memorial gardens, a rose garden, public toilets and a recently restored visitor centre. Ornamental lawns and flower beds extend southwards away from the house towards the River Calder bisected by paths, becoming much steeper towards the river. The lawns are bounded by mature park and woodland trees, which have obscured formerly open vistas out of the upper park. Other features include stone shelters, a salvaged bandstand, children's play area and a former air raid shelter. The steep banks to the river are wooded and accessed by an informal path.

The toilets are opened 8am and locked at dawn during the spring, summer, and autumn. They are shut in the winter to prevent vandalism, anti-social behaviour, and lack of demand. Parks staff open them daily, check for defects and clean them. Defects are reported by the parks officer and actioned by Liberata.

A new Changing Places toilet with hoist and shower has been installed at the Leisure Centre on Park Road, accessible externally with a radar key.

The upper park is bounded to the North by the conservation area centred on Padiham's historic core and featuring many fine, listed buildings including Gawthorpe St, reputedly laid out to the design of Sir Charles Barry.

The lower part of the park to the south of the River Calder is on level ground and contains more formal recreation facilities. The Leisure Centre is the principle building and just outside there is a free to use ping pong table. There is a public bowling greens (with pavilion and toilets), tennis courts, two pump tracks, a ball court and an enclosed play area. A riverside walk provides the link to the upper park (via footbridge) but views of the river are obscured by mature trees and shrubs. The former bowling green adjacent to the leisure centre has been converted into a junior cycle track and the pavilion is repurposed for an activities hub.

The River Calder is crossed in dramatic fashion by the stone viaduct of the former railway, which has been developed as Padiham Greenway by the REMADE project and which links the two parts of the park with areas of Padiham that are significantly deficient in open space.

The steep slopes and steps of the upper park present difficulties of access and combine with the very heavy tree cover to obscures the park from the town. The park is signed from the centre of Padiham but, as the results of customer surveys show, is known to local users but a wider awareness of the park and the facilities available is limited.

The Vision for Memorial Park

The Friends of Memorial Park and the Council are working towards the achieving the vision for Memorial Park:

“Memorial Park will be sustainable public park that meets the needs of local people and contributes to the development of Padiham as an attractive and prosperous market town.”

Figure 1. Illustrative Plan of Memorial Park



The History of Memorial Park

The Clayton Bequest.

The idea of having a public park on 'The Banks' (the land stretching down from the top of the town to the river) was first suggested in 1877. However at the time such a scheme was considered too expensive and potentially unsafe due to the steep slope and the river at the bottom – complete with sewage outlet!

The site was not forgotten though, and in 1908 the Padiham Urban District Council considered acquiring the land for public use. Lord Shuttleworth was keen to see the land developed and was prepared to donate the land.

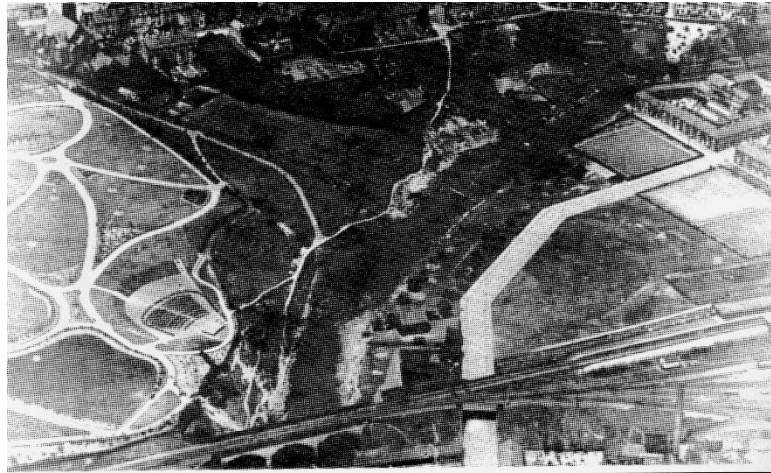


The Calder Banks before Construction of the Park

In 1914 enquiries were made to the owners of the land and the landscape architect and town planner Thomas H. Mawson was paid £25 to draw up plans for the site. Mawson had already designed parks in Southport, Blackpool, and Lytham, and would later be responsible for schemes throughout the world, including work for Queen Alexandra in Hvidore, Copenhagen, and various projects in Greece and Canada. For more information on Mr. Mawson see Richards' "The Life and Times of an English Landscape Architect" which mentions his work on Memorial Park on pages 158 and 159.

The war prevented any further progress, however, and things stayed on hold until 1920, when after consultation with Lord Shuttleworth it was decided to build the park in memory of Padiham men who died in the war. Other sites were considered but the Banks was still the preferred option, especially as the Knight Hill Estate was coming onto the market.

Funding was now less of a problem following death of local farmer Mr. Thomas Clayton in 1915; Mr. Clayton had no heirs and was unsure what to do with his considerable fortune. He was discussing this dilemma with a friend one day while walking in a park in Burnley and decided that in addition to bequests to local churches he would like to fund the creation of a public park in Padiham. Unfortunately the war caused some depreciation of the bequest, but the U.D.C. decided to press ahead with the project and issued an appeal for additional funds to help lay out the park. Negotiations began with Mr. Edward Drew, the owner of Knight Hill, and although not wealthy enough to donate the property, he generously agreed to accept a price agreed by an independent valuer. The site was acquired on April 6th 1921 and work began immediately.



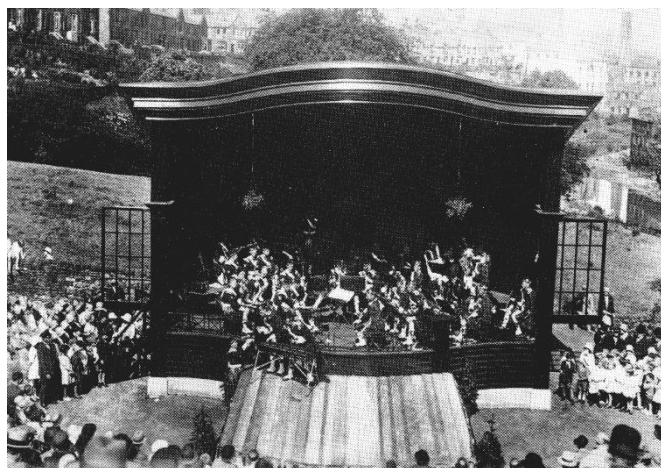
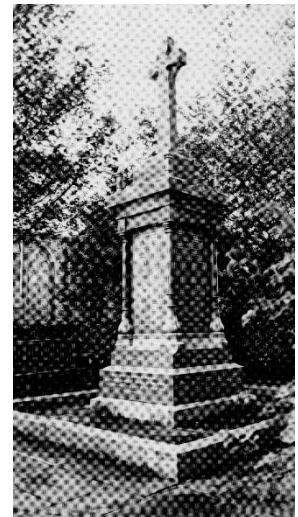
Aerial View of the Park in 1933

Development of the Park.

The Memorial Park was officially opened to the public on June 18th 1921, and although not complete due to lack of funds the informal ceremony was attended by hundreds of Padiham folk. The Padiham Women's Emergency Association organised a public subscription to fund the cenotaph (pictured right), which was to be made of red granite at a cost of £1,100, this was unveiled in October 1921 to a large crowd despite the inclement weather.

Next came the two stone shelters which were built in 1925, one as a memorial to Mr. Clayton, recording his generosity to Padiham.

Soon after opening it became clear that one of the biggest attractions in the Park was band concerts. These were held on Sunday afternoons throughout the summer and collections were made to raise money for local charities. The concerts became so popular that the Parks Committee decided to build a bandstand; the Padiham War Memorial Committee funded this at a cost of £606. The bandstand, designed by Mr. J. Wrest was situated in a natural amphitheatre and was constructed with a steel frame encased in oak giving room for 40 bandsmen, and the terracing, costing £400 (paid for by the Padiham U.D.C.) seated 500 people.



The Bandstand

The official opening was September 24th 1927 by Dr.J.A. Mackenzie, chairman of the War Memorial Committee, although the heavy rain forced the dignitaries and spectators to the nearby Globe cinema to listen to the entertainment provided by the Read and Simonstone Band.

Sadly in 1956 the bandstand burnt down and was never rebuilt, although in recent years the tradition of summer concerts has been revived with regular brass band concerts and events such as “Pop in the Park” which are extremely well attended.

Over the years many other facilities have been added most notably being a well-equipped playground, and also a rockery and rose garden.

Knight Hill House and Museum.

With the purchase of the Knight Hill Estate came Knight Hill House for which the council had to find an appropriate use. The first option was for a maternity and child welfare centre, but the site wasn't considered central enough, and so in August 1921 the council decided to open part of the house as a museum.

An appeal was put out for exhibits, and in 1929 the new museum was opened to the public. At the core of the displays was a large collection of animals and birds and paintings generously donated by Mr. Alfred Hitchon in 1925. Over the years exhibits were received on loan from other museums, most notably the Victoria and Albert in London. However the most famous exhibit was undoubtedly the 10ft. high water clock made in Bingley in 1859, which was one of only two in existence, the other being on display at Kew Gardens.

Unfortunately after the Second World War the number of visitors to the museum slumped, and, in 1952, the council decided to close it. Some exhibits were offered to schools and others returned to their owners. The clock, however, was put in storage. It was not forgotten though, and in 1985, after much work by Project Padiham and months of restoration, the clock was put back on public display, this time appropriately in the hall of the Bradford and Bingley Building Society, the original home of the Padiham Building Society. At the unveiling the clock was restarted by Miss Susan Petty, a member of the family who originally donated it. After this it was then moved to a permanent display at Gawthorpe School (now Shuttleworth College). But was moved again in 2010 to Padiham Town Hall.



Miss Petty restarting the Water Clock, 1985

After the museum's closure in 1952 Knight Hill became a Parks tied house and store. In more recent years it was converted to house an Age Concern Day Welfare Centre.

The Lower Park (Park Road).

Part of the original concept of the Park was a riverside walk to provide a relaxing and scenic route to the lower part of town. This linked the two parts of the Park; at the top of the hill was the main part of the Park, and, at the other end of the walk the Park Road site.

As the Park Road site was flat it was ideal for sporting facilities and in 1923 a decision was made to provide tennis courts and bowling greens.

The tennis courts were laid out by the En Tout Cas Company, widely regarded as the premier firm in the country for this type of work and were opened on May 24th 1924, with the Hargrove Tennis Club playing an exhibition match.

The bowling greens were opened the following year on June 26th, with four councillors playing the first match and soon became extremely popular, peaking in 1928 when 14,450 tickets were sold.

Over the years the site continued to develop and now alongside the two bowling greens and three tennis courts stand a playground, a skate park, and a kick about area, and, in 1969, the swimming baths were opened. Now known as Padiham Leisure centre and housing a fitness room and a 25-metre pool, this is now one of The Parks most prominent features.

More developments have recently been carried out, the latest being the bandstand. Now the Park Road site provides Padiham with excellent recreation opportunities for young and old alike.

The Air Raid Shelter

Padiham Urban District Council built the air raid shelter in early 1940. At the time it was thought by The Council that Padiham could be a target for German bombers due to local industry. Other similar shelters were built around Padiham. As far as we are aware the shelter in Memorial Park is the only one that survives.

Though not the highest priority, the Friends group are planning to fund the restoration of the shelter so that it can be accessed by the public on special occasions such as during the Padiham on Parade event.

Acknowledgement

Many thanks to Mr. Ken Spencer, Mr. Ian Martin, and Mr. Duncan Armstrong who provided invaluable assistance with research and local knowledge.

Policies Relevant to Memorial Park

Burnley's Community Strategy and the Burnley Borough Council's Corporate Plan provide the strategic framework and priorities for the work of the Council. These strategic documents also provide the context for the Council's Green Spaces Strategy and the Play Strategy, both of which help to guide the future management and improvement of Memorial Park.

Strategic Plan 2025 - 2030

The Strategic Plan describes how the council will make the vision for the borough a reality.

You can read or download the full strategy in full at the bottom of this page. In summary, there are four strands to the strategy:

People

We might not be responsible for social care, education, or health services, but we will play our part to improve our residents' life chances through access to skills, education, and interventions that make a difference to the wider determinants of health.

Place

We will use every lever to get good housing in great neighbourhoods close to public spaces that we are proud of.

Prosperity

We will create the right conditions for investment and businesses growth.

Performance

We will put the foundations in place for the council to achieve its wider ambitions for the borough: we will act according to our values; we will invest in our staff and in our systems; we will deliver core services to a good standard and have well-managed finances.

You can read or download the full strategy on the Burnley Borough Council website

<https://burnley.gov.uk/council-democracy/councillors-decision-making/our-vision-and-strategic-plan/>

The Green Spaces Strategy 2015 - 2025

The Green Spaces Strategy and Action Plan was adopted in 2015 and identifies the priorities for the management and development of Burnley's 550 hectares of parks and green spaces, taking account of the significant reductions in revenue expenditure.

The strategy identifies 6 formal 'heritage' parks. Padiham Memorial Park is categorised as a District park.

Type	Name	Area (Hectares)
Town parks	Towneley Park	47.7
	Thompson Park	10.0
District parks	Queens Park	9.1
	Scott Park	7.2
	Memorial Park, Padiham	5.2
	Ightenhill	3.1
Neighbourhood parks	Hapton Park	3.8
	Barden Gardens (Queensgate)	0.8
	Burnleywood Park	0.8
	Calder Park (Ightenhill)	4.4
	Byerden Holme (Daneshouse)	4.6
	RACA Park, Cliviger	0.2
	Total	96.9

The Strategy identifies that the Council will work towards each of the 6 heritage parks achieving Green Flag..

The strategy identifies a number of recommendations that are relevant to Memorial Park.

Ref	Recommendation
PG1	Continue to work in partnership with park friends groups and other organisations to develop Burnley's parks.
PG2	Develop and implement the 'Rethinking Parks' programme with the aim of protecting the quality of Burnley's parks from the impact of the government's austerity programme.
PG3	Endeavour to maintain Green Flag status for the 6 'town' and 'district' parks

The Green Spaces Strategy established the following local standard for provision of greenspace the category 'parks and gardens':

Open Space Type	Quantity Provision Standard
Parks and Public Gardens	1.0 hectares per 1,000 population (0.5 Ha at district level plus 0.5 Ha borough-wide)
	Quality Standard We will endeavour to maintain parks and gardens to the Green Flag standard: A welcoming, clean and litter free site with a range of recreational opportunities for all ages, and well maintained facilities (such as benches, bins, toilets, play equipment) with active community involvement and managed in a sustainable manner and conserving the heritage of the park.
	Accessibility Standard Expected mode of transport: walking up to 1.5km

The Full Green Spaces Strategy and Action Plan can be viewed online at **Burnley.gov.uk**.

Annual Service Plan

Actions from the Green Spaces Strategy are included in the GS&A Annual Service Plan that can be viewed on line at burnley.gov.uk. Improvement projects which are identified in the management plan through discussion with the Friends group are included in the GS&A annual service plan.

Tree Management Policy

This policy identifies the Council's approach to the management of trees growing on land owned by the Council. The present Tree Management policy is available in the Appendix, however it is currently being updated and new version will be available soon.

Burnley Play Strategy

The full strategy is available to view at Green Spaces, however the section relevant to Memorial Park is included in the Appendix.

The Burnley District Local Plan

The Burnley District Local Plan states under Policy CF4:

One of Burnley's prime assets is the network of public parks and open spaces that effectively bring the countryside into the urban area...

Policy FC4 – Protection of Existing informal recreation areas, parks and major open areas states that these areas ‘... will be retained, and where possible enhance, for their recreation and amenity value. Development will only be permitted in the following circumstances

- Where appropriate the site can be incorporated into the East Lancashire regional Park*
- It is in connection with, and will enhance, the recreational and amenity value of then open space*
- It is not of a size or scale that detracts from the character of the area*

- d. It will not have a detrimental effect on residential amenity, nature conservation or features of historic value*
- e. It addresses any identified problems with access or safety*

Burnley's Local Plan

On 31 July 2018, the Council adopted Burnley's Local Plan. The Plan covers the whole of Burnley Borough and the period 2012-2032. It sets out the overall strategy for development, allocates many of the sites that are needed to accommodate new development and sets out policies on how planning applications on allocated and 'windfall' sites will be judged. It fully replaces the 2006 Burnley Local Plan.

The Local Plan is the starting point for determining planning applications. Legislation states that applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise.

You can download the Adopted Plan and accompanying Policies Maps as PDFs or view it as an interactive web-based map.

More information can be found on the Burnley Borough Council website

<https://burnley.gov.uk/planning/planning-policies/burnleys-local-plan/>

Land Ownership

The Park is owned by Burnley Borough Council having transferred from the former Padiham Urban District Council at local government reorganisation in 1974.

On the west side of the park, the St Leonard's cemetery is owned and managed by St Leonard's church. The Council maintains a small part of the cemetery on behalf of the church, in which burials are undertaken on behalf of the church. There is an access between Memorial Park and the cemetery, which is used to access the lower part of the cemetery.

The Unitarian Chapel owns the land adjoining the park on the east and the Huntroyd Estate owns the wooded slopes between Albert St and the River. Informal paths through this area provide access to Memorial Park and have potential to form a Riverside Walk to Gawthorpe Hall (identified in the AAP).

Byelaws

Memorial Park is covered by the 1977 byelaws covering Parks and Pleasure Grounds. These byelaws are enforced by the park ranger service. These are to be reviewed using the model "byelaws for Pleasure Grounds, Public Walks and Open Spaces" that were issued by the Department for Communities and Local Government in 2006.

The byelaws are enforced by the ranger service with occasional assistance from the police.

Dog Fouling

Memorial Park is designated as an area where dog fouling is not permitted, under measures introduced through the Dogs (Fouling of Land) Act 1996. Dog fouling is enforced by the park ranger service which is able to issue Fixed Penalty Notices directly to offenders.

Since the Act was enabled in 2001, park rangers have carried out over 400 enforcements, Burnley's parks. However, whilst there has been a significant improvement, education and enforcement is continuing.

Anti-Social Behaviour Policy

The four person park ranger team takes the lead in dealing with anti-social-behavior in parks. They aim to deal with situations in a friendly but very firm manner.

Park rangers are linked to the Multi Agency Problem Solving team (MAPS). This co-ordination team is made up of the police, anti-social-behavior officers, fire service and park rangers. The delivery mechanism for this group is Multi Agency Task and Co-ordination group (MATAC) who deploy officers and resources at a concentrated level to address issues in a proactive way

They have strong links with the local Community Beat Managers and Police Community Support Officers, meeting these on a regular basis as well as attending the Police & Community (PACT) Together meetings where local residents identify the issues they have.

A variety of sanctions are used to deal with ASB, including: Youth Referrals, Acceptable Behavior Contracts and Anti-Social Behavior Orders. Illegal off-road motorbikes using open space are identified to police leading to confiscation and disposal.

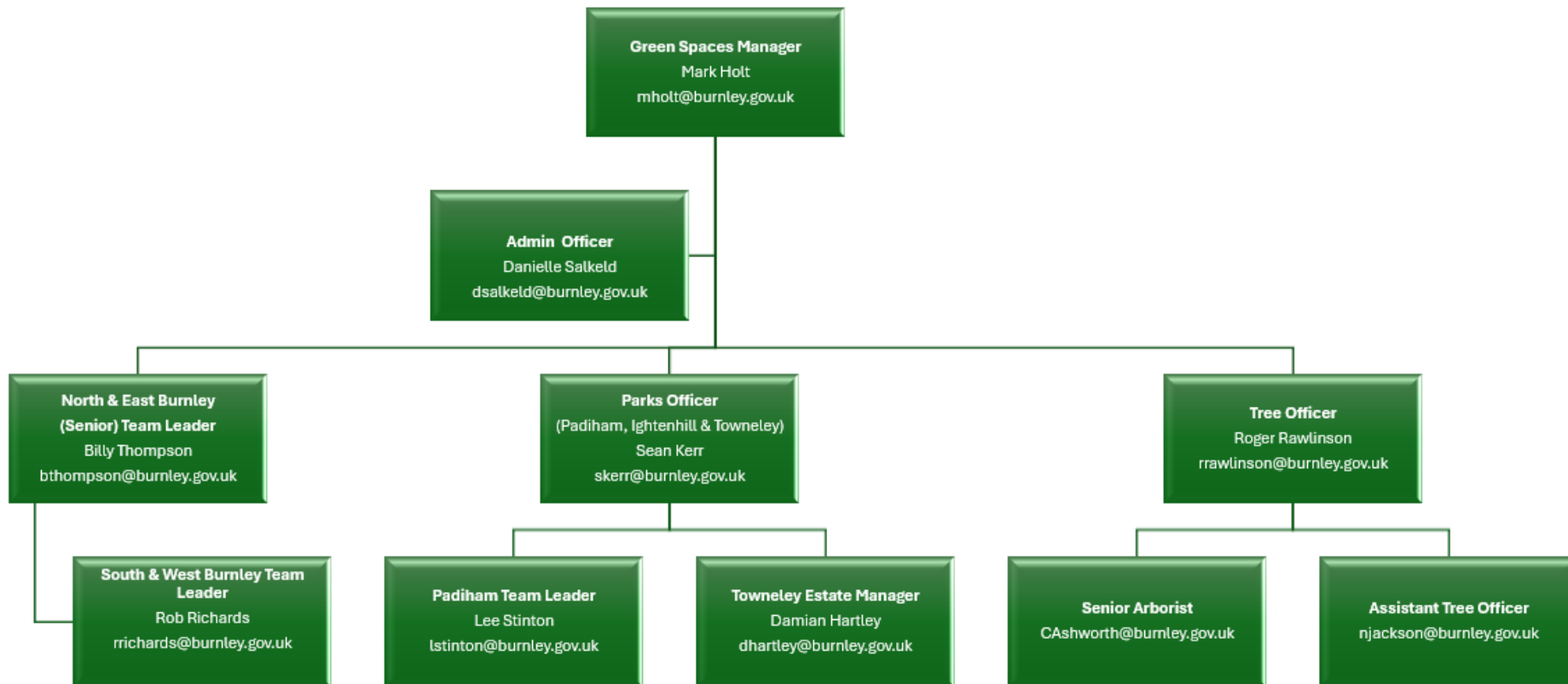
Alcohol Policy

Memorial Park is covered by a Designated Public Places Order (covering all major parks), which gives Police powers to act against anti-social drinking. Joint park ranger and police patrols are undertaken within the park to control the problem of groups of underage youths drinking and the situation is presently well managed and under control.

Administrative, technical and managerial staff based in GS&A's main office at Burnley Cemetery support the Neighbourhood teams. This resource includes a, Operations Manager, Parks Officers, Tree Officer and a Play Officer. (A diagram showing the staff structure of GS&A is shown in Figure 4. below)

There are electric vehicles and Ebikes at the Cemetery Office available for officers to visit sites.

Structure of Greenspaces and Amenities Unit 2024



Management of Padiham Memorial Park is the responsibility of the Parks Officer who directly manages the neighbourhood teams and liaises closely with community groups (including the Friends groups), sports clubs, park rangers, etc. The Greenspaces Manager has full responsibility for all aspects of the management of the parks and hold the budget for equipment, materials, etc. There is also a separate budget for park events and nurseries. The Parks Officer attends the Friends meetings with the Area Team Leader and, having full management responsibility for staff, any matters raised by the group can be immediately actioned.

In many respects the existing structure works well and this is evidenced by the improvements that have been made and sustained over recent years:

- There are clear lines of responsibility with staff reporting to the Team Leader who has full management responsibility for the area, including Memorial Park.
- The Park has one site based Craftsman Gardener.
- There is good support from the in-house tree and playground teams
- There are very good relationships between the partners who are delivering service coordinated through the regular park friends meetings.

However there are issues with maintenance caused by a shortage of staff relative to the size of the park, how popular it is and the complexity of landscape features:

- During the summer months the park can be very busy and the gardener can spend a lot of time in the mornings picking up litter, emptying bins and cleaning toilets at the expense of horticultural tasks. Volunteer litter pickers are very helpful at busy times of year.
- Peak times of work, such as the bedding season, means that the gardener can fall behind with maintenance, formal grass areas get too long, rose beds become weedy and it is a struggle to catch up. Ways to combat this are being explored such as replacing annual bedding with herbaceous planting.

Maintenance of Buildings & Structures

The management of the Council's property portfolio was contracted out to Liberata from January 2016 and the firm is responsible for the maintenance of buildings, shelters, perimeter walls and railings and other structures such as the bridges.

Any property repairs that are required are reported by the Parks Officers directly to Liberata using a web-based computer application the necessary repairs are then carried out usually within 24 hours.

Liberata are also responsible for undertaking asbestos surveys, PAT testing, Fire Risk Assessments and Legionella testing and maintenance of alarms and other building systems. GS&A staff are responsible for legionella run offs.

Building repairs are undertaken by local contractors from an approved list and these contractors are regularly assessed for performance, reliability etc. The arrangement generally works well for minor and urgent items of repair. However, in recent years the significant reduction in property maintenance budgets has meant that only re-active maintenance work can be undertaken, more expensive repairs have taken considerable time to achieve and led to an amount of deterioration in the condition of the buildings.

A full condition survey has been undertaken for all of the buildings and structures in the park.

Details of Staff that work in Memorial Park

Name of Post	Managed by	Main duties	% time dedicated to Park	Based in Park Yes/no
Craftsman Gardener	Team Leader	All aspects of Horticultural maintenance	80%	Yes
Gardener	Team Leader	Horticultural maintenance	80%	Yes
Team Leader	Parks Officer	Supervises gardeners Horticultural maintenance	15%	
Park Ranger	Senior Park Ranger	Patrolling park & supervising undertaking enforcement, managing ASB and involvement with events, etc.	15%	No
Parks Officer	Operations Manager	Manages Neighbourhood Team Liaises with users & Friends group Implements management Plan Organises events Green Flag application & liaison Is a real star!	10%	No
Sweeper Driver	Parks Officer	Sweeping Memorial Park using mechanical sweeper	6%	No
Other Staff				
Tree Officer + tree team	Operations Manager	Tree team undertakes	3%	
Playground Officer + play team	Operations Manager	Maintaining play equipment, ballcourts, skate ramps. Etc.	3%	No

Machinery and Equipment

The neighbourhood team in Padiham is equipped with its own inventory of vehicle, Ride-on mowers and other machinery and equipment necessary for maintenance. The equipment is directly owned by the Council and maintained through an agency agreement with a local supplier. Specialist equipment such as stump grinders, mobile platforms, etc. are hired as required. Battery operated blowers, hedge cutters and other tools are used where suitable. An in-house team carry out repairs on hand tools and large machinery where possible to save expense on outsourcing however there are good local suppliers that can turn around repairs when necessary.

Specification and Inspection Regimes

All horticultural and general maintenance tasks are held on a database (MapInfo Confirm) and detailed weekly work tickets that scheduled each individual task were previously issued. However, following the Best Value Review of parks the use of this system (which was administratively very complex and burdensome) has declined and daily/weekly duties are now identified by the team leader and craftsman gardener and recorded on weekly work sheets. A simplified system of work scheduling is currently being developed (Appendix 2.) and will be linked to achieving maintenance priorities identified through the management plan.

The service standards that GS&A aims to achieve were developed from the local quality standards identified in the Green Spaces Strategy and published. (Appendix 3).

Community and Volunteer Involvement in Managing Memorial Park

The Friends of Memorial Park

The Friends of Memorial Park (FoMP) play a key role in the management of the Park.

The FoMP was formed in 1999 by a small group of people who lived near the park, supported by parks officers. These people initially were concerned about an increase of antisocial behaviour and what they perceived as falling standards of maintenance. By January 2000. A management plan and action plan had been prepared by officers and adopted and in spring 2000 the park was entered for the Green Flag Award scheme. Initially the Park failed but in 2001 won the award.

Since then the group has gone on to play a pivotal role in the management and development of Memorial Park. The Parks Officer attends the regular meetings and the Friends are consulted on all significant management and maintenance issues. The Team Leader and park ranger also regularly attend the FoMP meetings.

Some of the achievements of the Friends of Memorial Park Include:

- Replanting the rose garden through sponsorship
- Planting a community orchard
- Community clean-ups in the park and surrounding area
- Recycling spring bedding
- Organising and assisting with many successful events such as Easter Egg hunts, brass band concerts, pop concerts, theatrical performances
- Supporting development of the youth shelter
- Undertaking consultations with users
- Developing a website
- Producing displays for notice boards
- Raising nearly £10,000 to develop a visitor centre

The Visitor Centre

The largest project for the Friends of Memorial Park has been the conversion the long disused park café into a small visitor centre, which has recently been completed.

The visitor centre is used as a venue for friends meetings, a base for them to carry out voluntary work in the park, a centre for making teas during park events and it possibly could be use as a small gallery for displaying artwork etc connected to the and the community as a whole. The group raised £9000 by various means including grants. The Friends volunteers also undertook other work such as interior decoration.



Volunteers from Burnley College weeding the rose beds 21/10/25

Other Partners

Other groups and agencies work with the Friends of Memorial Park these include the Police (who attend Friends meetings as required) Youth Services, the Leisure Centre, Burnley Disability Network, Myerscough College, the Bowls Club, Burnley and District Evening Tennis League, etc.

The Youth Shelter

An example of a very successful community project developed with the local youth group: Young people consulted with residents in Padiham to identify a potential location for a youth shelter, worked with an architect on the design, assisted the builder in construction and designed and made the art panels that line the shelter. 5 years later a new generation of youths from the same club designed and painted replacement panels and helped to refurbish the shelter. The panels were restored in 2017 with the help of a local artist and funded by RWE Innogy Fund.

The Park Friends Forum

Each of the 5 Friends groups is represented on a Parks Friends Forum, which meets annually at Towneley Hall to network, share ideas, receive briefings from Parks officers and celebrate success.



The new bandstand, relocated from Burnley Town Centre

Green Activities

The Climate Action Funded #OutdoorTown project in Burnley is aimed at creating a greener, healthier, and more connected community through the enhancement of outdoor spaces, raising awareness of opportunities and environmental education.

The vision is to create a vibrant #Outdoor Town, where the outdoors connects people with their community through sports, arts, culture, learning, health, and wellbeing. We aim to foster a sense of ownership and pride in our greenspaces at the neighborhood level, helping people appreciate the value of nature and the benefits it offers for both themselves and the environment.

Our green activities coordinator Henry, using an electric vehicle, travels across the borough to work with local residents to plant woodlands, create garden spaces, restore former sites and much more. Henry helps community members take ownership of new and existing spaces, sharing expertise on the benefits of caring for greenspaces. He also raises awareness of volunteer opportunities with groups like Trees for Burnley and Friends of Parks groups who are committed to protect, enhance and promote pride in our outdoor spaces.



Henry Nazareth Kay – Green Activities Coordinator

The Green Activities Coordinator helps to establish volunteer groups like Friends of Parks, and when required, supports ones that are well established by helping with park improvements such as wildflower meadow sowing, events etc.

For more information and an events calendar visit <https://outdoortown.uk/>

Managing to the Green Flag Standard

This section of the Management Plan provides an assessment of the present management of the park in relation to the eight criteria against which the park is assessed for the Green Flag Award and identifies key recommendations for improvements; these criteria are:

1. a welcoming place
2. healthy safe and secure
3. well maintained and clean
4. sustainability
5. conservation and heritage
6. community involvement
7. marketing
8. management

General Assessment

Burnley's 511 hectares of parks and green spaces are regarded as one of the town's key assets, being extensive and general well maintained. The most recent General User Satisfaction Survey identified that 74% of people are satisfied/very satisfied with parks, open spaces and play areas although this figure has declined over recent years, in line with a reduction in GS&A's budget.

All the six main parks in Burnley (including Memorial Park) currently hold a Green Flag Award. This is the result of a systematic programme improvement in management over the last ten years, starting with the first award for Thompson Park in 1999.

Memorial Park has held a Green Flag Award since 2001. However the margin by which the park has retained the award has always been very tight. It has retained the award largely thanks to the enthusiasm and commitment of the friends and general good maintenance in the park, counterbalancing poor assessments of the facilities in the park, including the toilets, play areas and poor access.

Previous Green Flag feedback has warned that the award has been granted only by a slim margin and on a number of occasions scores have been awarded in the lowest band. It is likely that without improvement to the parks facilities and infrastructure, the award will be lost.

1. A Welcoming Place

Green Flag Objective: The overall impression for someone approaching and entering (the park) should be positive and inviting:

- good and safe access
- effective signage to and in the park
- the principle of something for everyone

Assessment

Issue	Current Position	Recommendation
Unwelcoming for disabled. Poor accessibility between upper and lower park, steeply sloped paths	• Lack of handrails on steep sections of path & ramps to war memorial • Two new seats are being provided by Padiham Town Council at the war memorial. • New signage at all entrances and car park extended with marked bays. • 3 new sponsored park benches to be installed in 2024	• Improve existing seating and seek sponsorship for new. • implement recommendations of accessibility audit • Replace old handrail at Rose Garden • Remove more conifer trees obscuring knighthill house to improve airflow, sightlines and reduce maintenance to recently cleaned building fascade.
Entrance signage and information	• Existing main entrance signs and notice boards. Finger posts within park.	• Refurbish notice boards and ensure a responsible person for keeping information up to date. • Ensure contact details for Ranger Service are well advertised
Events	• An established programme of community events, brass band concerts and theatre (appendix 2)	• The Friends group are keen to develop the events programme as capacity allows with emphasis on performances and links to local groups • Encourage more use of the bandstand
Friendly and approachable on-site staff	• Two on-site staff and park rangers wear visible corporate uniforms	• Provide staff with customer service training to ensure consistently high standards of service and equip staff to deal with difficult situations. • Encourage flexible working by staff to meet needs of park users. • Provide volunteers with recognisable VIP high vis vests
Code of Conduct – a good user guide	• Most visitor behave very well and rangers available to deal with problems	• Develop a simple (graphical) code of conduct based on revised byelaws to positively promote good behaviour within the park.
Quality of facilities – something for everyone	• The toilets in the upper park continue to get good feedback. • Improved play facilities for disabled people on Park Road • Improved tennis facilities in 2023 with funding from Lawn Tennis Association • Old skate ramp replaced and ball court surface improved 2023 • Youth shelter replaced 2023	• Enter for loo of the year award • Investigate installing timed door locking mechanisms • Provide additional seating within park with opportunities for sponsorship. • Find use for disused bowls pavilion at pool side of Park Road.
Green and pleasant character of park	• Park is generally well-maintained and cleaned litter and dog fouling is actively managed. Vandalism and graffiti promptly fixed.	• Preserve green character of park and redesign the rose beds • Improve management of neglected areas, e.g. riverside. • Continue high standards of cleaning and maintain enforcement & education activities by rangers.
Cycling within the park	• Cycling allowed but needs to be factored into code of conduct signage. • Bridge over Calder currently closed due to being unsafe.	• Need to identify measures to discourage cyclists from using other non-designated footpaths • Provide a bike pump for free air • Work with Sustrans and LCC to find a solution to closed greenway access to park

Issues that require capital improvement

- Timed access system for toilets
- Improve play area in upper park
- Accessibility of paths and provision of handrails, ramps and more seating

2. Healthy, Safe and Secure

Green Flag Objective: The green space must be healthy, safe and secure for all members of the community:

- equipment and facilities should be safe
- dog fouling must be adequately dealt with
- health and safety policies should be in place
- toilets, drinking water, first aid and other facilities should be available

Assessment

Issue	Current Position	Recommendation
Fear of Crime, Anti-Social behaviour and vandalism	• 71% of park users who were questioned report feeling safe but the issue was still highlighted as priority. • A higher proportion of non-users identify concern with personal safety • There is active management of this issue by park rangers and the police with an emphasis on dealing very quickly with any problems before they get worse and there is evidence that this approach is successful.	• maintain high profile of on-site uniformed and approachable staff • investigate flexible evening and weekend working patterns • continue managing vegetation to improve sight lines. • continue working with Police directly and the multi-agency team • extend child protection training and CRB checks to all park based staff
Safety of paths and steps	• Slips, trips and falls are main type of accident in parks • Paths are inspected annually	• implement recommendations from the Footpath Condition Assessment and Access Audit
Control of dogs	• Responsible dog owners are encouraged to visit Memorial Park • Dog fouling has been actively enforced by ranger service since 2002 with targets set.	• continue enforcement • target early mornings and evenings & use intelligence where available • consider zoning into dog free/dog control and dog exercise areas
General health and safety issues	• Risk assessments are prepared for all public and operational activities and events are assessed using a risk matrix. • Staff trained in basic first aid, etc. • First aid boxes located in park buildings and Leisure Centre. • Defibrillator located at Knighthill House	• develop and maintain a park health and safety file and operating procedure. • Investigate river safety issues if river bank is being opened up.
Traffic and Parking	• Potential vehicle/pedestrian conflict in upper park (access to depot, cars turning and funeral corteges). • Pedestrian safety in lower park crossing park road • New car park layout with increased capacity and marked bays installed in 2024	• design and implement measures to prevent vehicles entering park from Bridge St • design and implement traffic calming measures/footway crossovers on Park Road
Training of staff	• Gardening staff are adequately trained in safe use of plant and equipment and in-house trainer and assessor is employed • Rangers are trained in first aid, handling conflict and aggression and experienced in dealing with situations	• maintain training and use staff reviews and training matrix to determine further training needs
Health and well being	• There is an well developed range of activities through the BEEP programme but much more can be done to extend the supervised sports, healthy living activities from the sports centre into the park and to develop urban adventure activities aimed the young	• more integrated working between green spaces and leisure centre staff • develop programme to recruit and train Community Activity Rangers to engage a new audience in events, activities • work to regain link to park via greenway or Park Road

Issues that require capital improvement

- access provision into park from Park Road or Greenway
- implement footpath improvements to reduce slips, trips and falls
- implementation of traffic calming measures on Park Road

3. Well Maintained and Clean

Green Flag Objective: For aesthetic as well as health and safety reasons the park must be clean and well maintained.

- Litter and other waste management issues must be adequately dealt with
- Grounds buildings and other features must be well maintained
- A policy on litter and vandalism should be in place, in practice and regularly reviewed

Issue	Current Position	Recommendation
litter	• The importance of this issue in creating a welcoming park is recognised and litter picking is done daily during the week and weekends during the summer. • Recognised that preventing littering is better than picking it up, so rangers enforce.	• Work with Friends to raise funds for new litter bins with their logo on. • ensure that rangers continue to identify littering and issue fixed penalty notices to offenders and publicise the outcomes on notices in the park. • New infographic notices on the greenway and in the park
General horticultural maintenance	• The park is adequately resourced to maintain good standards (evidenced by 73% satisfaction and GF award) but horticultural standards (pruning, fine turf, renovating and pruning shrub beds, etc.) could be improved through better staff training, scheduling, time management, and use of the best available equipment and methods.	• review and implement working practices and introduce simplified system for scheduling and recording work • continue to develop and train staff • Further implement rethinking parks strategy
Policies on litter, vandalism and maintenance	• The policy/standards are set out in Green Spaces published service standards	• Maintain under periodic review in response to customer feedback • Publicise service standards on notice boards
Complaints and service requests	• Wherever possible complaints and service requests are recorded and actioned within set time limits	• None identified • Increase PSPO enforcement inspection frequency on greenway
Maintenance of buildings and features	• Maintenance systems for the public buildings in the park are generally good. Faults are usually promptly rectified. The • Public toilets require replacement (identified elsewhere). • Maintenance and condition of the depot is poor. These facilities require replacement.	• Monitor and review maintenance of public buildings in park to ensure standards are achieved. • Identify costs and secure capital funding for depot improvements
maintenance of play and sports facilities and teenzone equipment	• There is a system of recorded inspections and risk assessments in place and this is audited annually. Park staff are trained to inspect facilities but playground maintenance team is now struggling to maintain equipment that is old and worn out • Resurfaced tennis courts and pay access system installed. Proceeds go towards maintenance. • New inclusive play equipment installed at Park Road and decaying timber climber restored with durable metal parts.	• Replace decayed log edging in upper park play area • Decide how best to use the pool side bowling green and pavilion. • Work with bowlers to improve security at riverside bowls facilities.
	• Sustaining improved maintenance of horticultural features and the adoption of a section of Padiham Greenway will increase maintenance	• strengthen role of craftsman gardener through training and development to ensure post holder has sufficient skills to take forward maintenance of the park • develop the role of volunteers to assist with maintenance and restoration of specific features using the proposed community activity rangers and involving park staff

Issues that require capital improvement

- provision of new and replacement litter bins
- replacement of play equipment, ball court and teenzone equipment
- resurfacing tennis courts

4. Sustainability

Green Flag Objective: Methods used in maintaining the park should be environmentally sound, sustainable and contribute to biodiversity;

Issue	Current Position	Recommendation
Waste management	- Non-organic waste collected from the park is removed from the park by a private, licensed waste management firm - Green waste skips are removed by the same firm but alternative solutions are being investigated	- investigate alternative means of green waste disposal (mobile shredder and bay composting) or static shredder and vertical composter (partnership with Groundwork) - retain & compost green waste on site as a mulch - investigate separation and recycling of cans, plastic bottles, etc.
Recycling plant material	Volunteers from the Friends group are active in recycling spring bedding such as polyanthus and bulbs which are planted out in the park or elsewhere in Padiham	- continue good practice - Friends to sell used bedding plants
Annual bedding	There is a modest amount of annual bedding to the formal beds on the upper lawn. The large scroll bed that was formerly bedded out is now planted with perennials	investigate designs that use perennial planting in order to reduce CO2 and reduce plant and labour costs of bedding
Peat use	Peat is not used as a soil conditioner and non-peat substrates are specified for bedding although it is likely that small quantities of peat are used in plant production	none
Energy conservation	- The new visitor centre was converted recently and to current standards of thermal insulation. - The depot mess room and offices have poor insulation and this will be addressed The toilets are unheated - The bowls pavilions are used largely during April to Sept with little or no winter use	consider energy conservation in design of any new depot facilities
Use of herbicides, pesticides and fungicides	- Herbicide use is restricted to controlling weeds on tarmac surfaces. - The bowling greens are managed using organic fertilisers and application of live bacterial to control thatch. This has reduced problems of fungal diseases and improved quality of the sward. - Problems are experienced controlling moss on tennis courts and suitable organic products need to be identified	continue current practices
Biodiversity	- Woodland has been actively managed through the Council's Forest of Burnley project since 1998 - A phase 11 habitat survey has been completed - Public consultation emphasised the enjoyment and high value visitors place on wildlife	- manage the park for maximum biodiversity and wildlife benefit - train staff on biodiversity and conservation - update the woodland management plan and prepare tree management plan - develop a Habitat Action Plan for the park to identify in more detail existing habitats and action that can be taken to increase biodiversity - undertake monitoring - link park management to Biodiversity Action Plan - develop a programme of events and activities as part of the 'Wildabout Burnley' project

Issues that require capital improvement

- Green waste composting
- Bins to allow separation of waste
- Energy efficiency improvements

5. Conservation and Heritage

Green Flag Objective: Particular attention should be paid to conservation and appropriate management of natural and landscape features, buildings and other structures

Issue	Current Position	Recommendation
Awareness and expertise of staff	Staff have awareness of the heritage and conservation of the park and are involved in reviewing and implementing the management plan	use research from the Conservation Management Plan as the basis of providing training for staff, including staff from other sections of the Council, including property maintenance.
Protection of built heritage from inappropriate maintenance or development	- Buildings and structures are generally well maintained and the heritage of the buildings has been respected, with appropriate materials and techniques being used. - There are regular recorded building inspections - However, the built heritage lacks any formal protection	- investigate securing listing of park buildings, such as shelters and an English Heritage listing for the park. - update the building condition surveys - develop and formally adopt guidance/specifications for maintenance of built heritage elements
Style of furniture, signage, Etc.	There are a variety of styles of seat and bin.	- agree styles of furniture and ensure that only this style is installed when funds are available for replacement. - New "Burnley Bins" to be installed over time
Natural heritage and landscape features	There is no current written specification or guidance available for park staff on management and maintenance of natural heritage and landscape features. This information needs to be needs to be collated, documented and communicated to all relevant staff	- Develop the management plan to include clear management prescription for maintenance objectives and frequencies of maintenance of different landscape areas within the park - develop and implement a habitat action plan - update the woodland management plan - prepare a more detailed tree management plan based on recently completed tree survey - prepare a specification for the management of ornamental planted elements such as shrub beds

Issues that require capital improvement

- replacement/additional furniture

6. Community Involvement

Green Flag Objective:

Actively pursue involvement of members of the community, with representation of as many park user groups as possible. Parks management should be able to demonstrate::

Issue	Current Position	Recommendation
Friends of Memorial Park	- The group is well established and dynamic, with clear views on how the park should develop and how use of the park can be increased. - There is a very good working relationship between the Friends group and Green Spaces officers	- Continue to support the Friends group - Agree the minimum level of support that should be provided, (e.g. frequency of meeting and attendance at meetings, financial support for events, etc.) as discussed at the Park Friends Forum - Prepare a simple 'welcome pack' for new friends (to be used across all Friends groups) - Provide training support to Friends and volunteers (see Training Plan)
Other park user groups	There is regular contact with other user groups such as the bowls club, Knight Hill House, youth club, etc. and representatives have a standing invitation to Friends meetings	Organise an annual park user consultation event for representatives of all of the user groups and public to attend – use this as an opportunity to review progress and update management plan through short workshop sessions as used for Towneley Park MMP
Community Payback and Child Action Northwest	We work in partnership with Community Payback and have a regularly updated programme of works. Memorial Park has seen several tasks undertaken by The Community payback. An example of the work programme is included in the appendix. Child action Northwest (YOT). Are now using the greenhouse to grow plants and repair park furniture such as park benches.	Continue to work with both organisations and look at the possibility of work parties working in the park.
Schools	The park is used by 4 local primary schools for environmental and play activities but use is infrequent and ad-hoc	- Work with 'Wildabout Burnley' to develop an education pack in consultation with representatives from primary school. - Park rangers to develop closer links to schools and assist with visits and deliver existing Environmental Pride package
Wider community	A good mix of events and activities are organised	- Develop the programme of events and activities through audience development plan - Provide more opportunities for drop-in participation in volunteering, arts projects, etc.
Non-users	Park events, such as theatre performance and brass band concerts are promoted and attract some new users	Implement actions identified in Audience development Plan that are derived from the survey of non-users

Issues that require capital improvement

- none

7. Marketing

Green Flag Objective:

To increased the use and enjoyment of Memorial Park, by providing information on events, activities, and ways to become involved.

Issue	Current Position	Recommendation
Marketing Plan	There is no formal marketing plan for Memorial Park although much marketing and promotion activity does take place through: • Park notice boards • Newspaper adverts for events • Posters park/in shops • BBC website • FoMP website • Word of mouth • Banners promoting events • Brown tourist signs • Entrance signs and fingerposts • Articles in press • Promotion of Green Flag awards • Flying the green flag at entrances	• Develop a marketing plan for Memorial Park to provide a clear direction for promotion and marketing activities • Strengthen joint marketing and promotion with the leisure centre, particularly the sports and healthy exercise offer. • Use the recently completed Access and Audience Development Plan to help inform the marketing plan particularly regarding non-users • Undertake regular consultation to inform the AADP, including customer satisfaction surveys at events in the park • Further develop the website • Publish a 'Burnley Parks Guide' • Improve signage and interpretation
Communication	Other council departments and partner organisations may lack awareness of role of Memorial Park and the opportunities it can offer.	• Communicate in very brief ways the objectives and opportunities of the park

Issues that require capital improvement

- Improved signage and interpretation

The events & activities regularly held in Memorial Park include:

- Annual Brass Band Concert
- Annual Fun Run
- Unitarian church projects
- Volunteer/Friends group bulb planting
- Age Concern Open Days
- Trees For Burnley Tree Planting and Woodland works
- Ranger guided walks
- Roots Music Concerts
- Theatre productions
- Christmas and Easter events, (such as Easter egg hunts)
- Orienteering
- Bowls events and competitions including the Annual Open Day
- Tennis Competitions
- Various Events organised by the Leisure Centre
- Sports Development led Events such as SHOUT, SPLASH,
- School Field Trips
- BEEP activities such as walking for health, bowls coaching, etc.

8. Management

Green Flag Objective: There should be a Management Plan that takes account of community needs in setting out the maintenance and management priorities of the Park, resolves conflicting demands and provides an opportunity to secure investment.

Issue	Current Position	Recommendation
Management Plan	There has been a management plan for Memorial Park since 2000. This document is updated annual in response to progress, feedback and comments from Green Flag judges	- develop the management plan further, defining in more details maintenance tasks, frequencies and standards for each landscape character area within the park. - hold an annual park user forum in addition to the regular friends meetings - maintain and update the action plan
Management structure, roles and responsibilities	There is an effective management structure with clear lines of responsibility but equally it is recognised there opportunities for improvement	- develop joint management procedures with the Leisure Centre - allocate separate budget for materials & events - develop relationship between parks staff and partnership organisations
Management and Maintenance Standards	There are published service standards, formally agreed by the Council's Executive based on the Local Standards adopted in the Green Spaces Strategy	- improve procedure for scheduling, monitoring and reviewing maintenance operations and standards - maintain Green Flag award

Issues that require capital improvement

- Green Flag award will be lost unless the are improvements to the parks essential infrastructure and facilities

Proposed Management and Maintenance

The Council recognises the importance of continuing to improve the management of Memorial Park. It also recognises that any future restoration of the park and improvements to facilities must be supported by enhanced maintenance and that this must be sustainable over the long term.

To achieve improved maintenance and management the following areas need to be addressed:

- Management structure & staffing
- Partnership working and volunteering
- Staff training and development
- Budgets and resources
- Joint working with the Leisure Centre
- Parks for People Project Delivery

Management Structure & Staffing

The existing management structure is shown earlier in this document. In many respects the existing structure works well and this is evidenced by the improvements that have been made and sustained over recent years:

- There are clear lines of responsibility with staff reporting to the Parks Officer who has full management responsibility for the Padiham area, including Memorial Park.
- The park has two site based staff; a Craftsman Gardener and a Gardener.
- There is good support from the in-house tree and playground teams
- A park ranger is assigned to Memorial Park
- Effective arrangements are in place for building maintenance

However, there are concerns over maintenance standards, which although not so readily apparent in the snapshot user survey conducted in May 2008 (which showed 71% satisfaction) are nevertheless known and recognised by GS&A staff and are raised as concerns by the Friends group. These problems concern to the quality of horticultural maintenance practices rather than basic duties such as litter picking and grass cutting and a reflection of staffing levels, the horticultural skills of the gardening staff and how efficiently horticultural tasks are scheduled and undertaken.

Budgets and Resources

The existing budget for Memorial Park is included within the total Parks budget for all Burnley's Parks managed by the Greenspaces Manager

At this stage there are no proposals to increase the maintenance allocation for items such as toilets, shelters, play areas, ball court etc. These costs are all contained within the existing budget and reflect the costs associated with maintaining the existing facilities. The Parks for People project seeks to replace these old facilities, which are relatively expensive to maintain, with new facilities built with high quality materials and it is therefore anticipated that the existing maintenance budgets will be adequate. However this will be examined in more detail at later design stages.

Councils are under increasing pressure from budget cuts and are looking at ways to cut costs and increase efficiency, the "Rethinking Parks" project described in the appendix is one way that Burnley is exploring to achieve this.

Partnership Working and Volunteering

Community Activity Rangers

The Training and Volunteering Plan identifies that an opportunity will be created for two volunteers to work in Memorial Park as volunteer Community Activity Rangers, assisting with organising and delivering community activities such as events, practical volunteering, play activities, together with gaining experience in day to day park ranger activities etc.

The volunteer rangers will be provided with training to achieve an accredited NVQ and will be paid a modest attendance allowance, and/or a payment on completion of the volunteer programme. The programme is likely to appeal to students in full-time education who are considering a career in recreation/environmental management or adults changing careers or retirees with time to spare.

The Community Activity Ranger posts will be funded through the Parks for People programme over a two year period and will play an important part in developing both the volunteering programme and expanding and developing the events programme that is outlined in the Conservation management Plan and which public consultation has identified as a key to attracting new audiences to Memorial Park. Volunteer ranger schemes are already run successfully by a number of other local authorities and will be used as a model.

Volunteering Activities

The management and maintenance of Memorial Park is already supported through volunteer from the Friends and other groups. The value of volunteering activity and the cash funding that has been raised is high. The range of volunteering activities will be extended through and provide an important contribution to implementation of the Access and Audience Development Plan. Volunteer support will be directed to increasing the programme of events and activities in the park and into a structured programme of environmental and horticultural tasks within the park.

The volunteer programme will be built on the well-established track record of involvement and the new visitor centre provides an excellent base within the park from which activities can take place.

The Audience Development Plan also considers and proposes ways of encouraging new types of volunteers and involvement of hard to reach audiences and non-users.

Around 60 hours of volunteer activity has been recorded in the park in 2024 which is far less than other parks. Considerable effort will be made to boost on the ground volunteer activities with the Green Activities Coordinator leading on this.

Training and Development

The Council recognises that sustainable improvements in the management and maintenance of Memorial Park can only be achieved if staff are equipped with the necessary skills and knowledge to improve the quality and efficiency of their work and are motivated to achieve high standards.

A Training and Development Plan will be developed in more detail, with a thorough analysis of the existing skills and knowledge of all of the staff involved in managing Memorial Park, an assessment of the diverse range of skills that will be needed to take forward the management of the park over the next ten years and a plan for how these can be acquired.

The Council also sees the project as an opportunity improve the skills and knowledge and motivation of Green Spaces gardening staff working in other parks and have done this at Towneley Park (HLF) where teams of staff from other parks are helping to implement the project and benefiting from the training opportunities.

The Training and Development Plan also identifies the learning and development opportunities that volunteers will gain through the project and the wider educational opportunities that the project affords.

Probation Services – community payback

The Council has a good relationship with Probation Services who carry out improvement works in parks identified in a work plan. A supervisor leads sessions weekly in Memorial Park and has carried out vegetation clearance, leaf clearance, raking sand in the play area, and sweeping paths. This has a positive impact on the local community as the difference made is visible.

Joint Working with the Leisure Centre

Although located within Memorial Park, the Padiham Leisure Centre is managed separately through Leisure and Recreation Services, which is in the same Directorate as Green Spaces and Amenities.

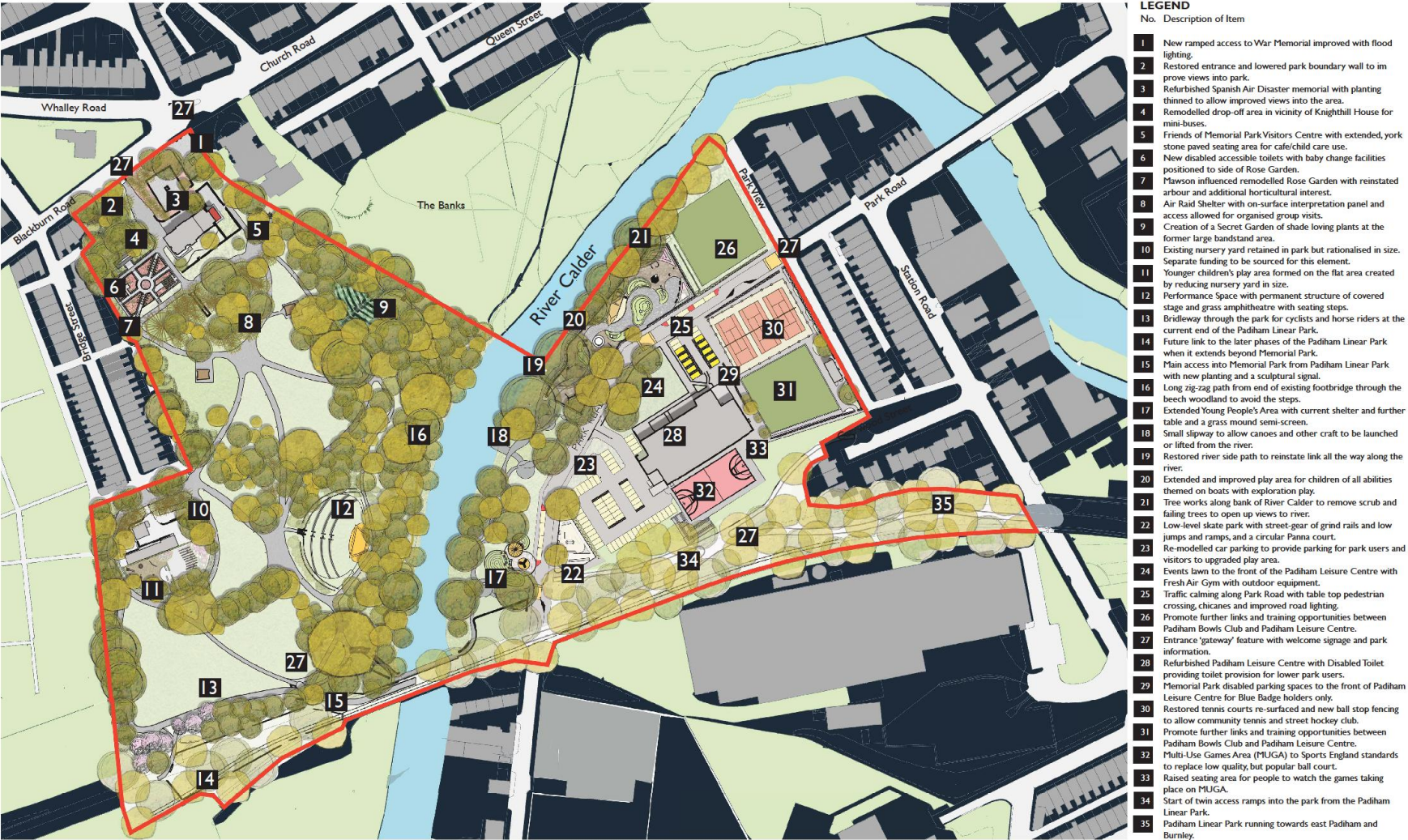
Some joint working has taken place in recent years and there is considerable scope to extend this further. A number of existing programmes run through the Leisure Centre have scope to be extended to use the park and the Padiham Greenway:

- SHOUT (summer play schemes)
- Community Fit Club (weight management programme)
- BUFFALO (Burnley Food and Fitness Aimed at Lowering Obesity) Parent Programme
- Pathways to Work – volunteering opportunities in the park
- BEEP (Burnley Encourages Exercise on Prescription)
- Cardiac Rehab

Other new areas of activity are identified including opportunities to develop ‘urban adventure’ activities from the leisure centre, using the park, River Calder and Greenway as a resource for introducing young people to new activities and challenge.

Improving biodiversity

A bioblitz was undertaken in 2018 which helped to identify the range of flora and fauna present in the park. This was part of an activity which engaged local schools in Padiham and formed part of the efforts to improve biodiversity on Padiham Greenway. The results are in the appendix and consultation will be sought to lead a follow up survey with the aim of producing a set of recommendations to preserve and improve biodiversity.



Memorial Park Masterplan

Appendices

Click on link where available

1. [Friends group meeting minutes](#)
2. [Development Action Plan](#)
3. [Proposed Park Events](#)
4. [Community Payback Work Plan](#)
5. [Burnley's Play Strategy](#)
6. [Tree & Woodland Management Policy](#)
7. [Burnley's Playing Pitch Strategy](#)
8. [Rethinking Parks](#)
9. [Green Space Service Standards](#)
10. [Safety Policy Statement](#)
11. [Risk assessment example](#)
12. [Inspection Policy](#)

Appendix 1 Friends Group Meeting Minutes

Friends of Memorial Park Minutes 04/02/2025

1. Present: Cheryl, Sean, Peter, Julie, Maurice, Carol, David, Henry, Chris

2. Apologies: Claudia, Kieron, Glen, Lee, Diane and Heather.

3. Minutes of last meeting: Approved.

Actions

Henry to make contact with Fennyfold re projects with volunteers in the park.

Cycleway complete.

Band stand works are still outstanding. Sean to get Dulux to complete site visit, following this to obtain sandblasting quotes.

Chris raised the possibility of Padiham council helping fund pointing or reflagging in the air disaster garden at the previous council meeting. Council is very keen to support and have requested 3 quotes. Sean to action.

Prohibited parking sign now removed from car park.

4. Volunteers. Henry informed the group that from March onwards he will gradually increase the regularity of volunteers working in the park as the weather improves. He also hopes to increase the number of volunteers by reaching out to the Rotary Club and the Litter Picker group and continue circulating posters in local shops etc.

Henry wishes to initially concentrate on the cafe garden, air disaster garden and ivy clearance.

Henry also wishes to address the wildlife garden at the bottom of the park highlighting the biodiversity and number of rare wild flowers and insects. There is quite a lot of tidying up to do in this area, including either removing or replacing low fencing and signs that have fallen over. Friends of the Park to consider helping fund an information board highlighting types of plants and insects that can be found.

Action: Henry has agreed to look at using the FB group to more readily promote the park and attract volunteers.

5. Current Projects.

Bowling green. Volunteers are currently installing secret screening behind the hedge on three sides. It is yet to be decided if this is extended further along.

Cycle way. Now finished. Work now concentrating around the building. Sean has engaged UPW in clearing the paths and gardening around the hut. A shipping container will be arriving to house the bikes and will be placed near the hut.

Local residents will be approached to explain its usage and the plans to disguise it with greenery.

The Hub. The key will be kept at the leisure centre. The Hub will be publicised and there will be an open day to launch it as a community asset for local community groups. It will be ideal for the Friends of the Park to meet and have possible fund raising projects.

Play Area.

Action. Hedging still requires planting. Sean to speak to Henry re possibility of volunteers helping plant bushes and tidy rose garden.

Air Disaster Garden. New benches to be installed. Sean commented that there could be an opportunity for benches to be sponsored. Current rate is £350.00 per bench.

Action. Peter agreed to research if any relatives of the victims are interested in sponsoring a bench.

Sean to get 3 quotes for paving. Padiham Council have agreed to help fund.

Noticeboard. Painting still outstanding. Requires attention.

Goal Posts. Now in Memorial Park compound requiring installation.

Sean to action asap.

Bollards. Still to be installed.

Sean to action asap.

6. Carpark. Restricted parking sign now removed. No plans now to extend and create two further bays.

Action. Sean to check with property re tenancy agreement for parking for nursery.

Further bay markings are to be painted at the side of Knights Hill House for one car for the cafe owner.

7. Treasurer's Report. No change in balance since last meeting. £1,366.58. Carol clarified that the money she has paid to the Civic Trust is on behalf of the Friends and she will attend the meetings to promote the Friends and feedback accordingly.

We have received a donation of £500.00 from Carly Glover, Playground and Events Officer, Green Spaces Amenities, to be used towards arts and entertainment at our events. The group expressed their appreciation and the money will be used appropriately throughout events from April 2025 onwards.

8. Future fundraising and initiatives.

It has been suggested that the Friends make use of the plants from the town planters at the end of the season by potting and selling them to the public. To look at including Fennyfold community garden in this too.

Having a tombola stall at Party in the Park.

Using the Hub as a base for the Friends to sell tea/coffee etc

Possibility of a beehive?

9.AOB None

10. Next Meeting. Changed from 04/03/25 to 11/03/25, subject to room confirmation.

Appendix 2

Memorial Park Development Plan 2024 - 2029

GS&A = Greenspaces and Amenities, Burnley Borough Council

FOMP = Friends of Memorial Park

Green Flag Criteria	Item	Estimated Cost	Responsibility	Proposed Completion Date
1. A Welcoming Place				
1.1 Welcome	Get all signage cleaned	£50	GS&A, FOMP	Spring 2026
	Re-paint noticeboard at greenway end of upper park	£50	FOMP	
	Audit brown tourism signs and apply for them if lacking.		Parks Officer	2026
	Raised flower beds around the air disaster memorial have been tidied up.			September 2025
	New café tenant doing well and established a regular customer base.			
1.2 Good and safe access	Install telescopic bollards at Bridge Street entrance leaving sufficient space for residents to turn around while preventing unauthorised vehicular access to the park.	£735.12 for bollards plus materials and labour	GS&A	

	Work with Sustrans charity to reopen the former railway bridge over the River Calder		Walk Wheel Cycle Trust	First half of 2026
	Fence off area around permanently closed footpath above the River Calder			December 2025
	First stage of bridge repair completed following specialist bridge engineering.			Done November 2025
1.3 Signage				
	Relocate and refurbish noticeboard at Knighthill House car park entrance so that information can be read from a wheelchair	£300	GS&A	Easter half term 2026
	Install a sign at riverside bowling green to state it is for bowling only to	£50	GS&A	
1.4 Equal access for all	See 1.3 regarding noticeboard		GS&A	
	See 2.1 regarding adaptive cycling and tennis.		GS&A, Burnley Leisure and Culture.	
	Seek funding to install hand rails to steps at rose garden, air raid shelter, steps to bandstand and repair handrail on steps to river footbridge	£20k+	Parks Officer and Property Services	Quotations to be obtained December 2025 and take forward for discussion on funding.
	See achievements below			
Achievements 2025				
	The Hive on park road has now had a container installed to store bikes including adapted cycles and a programme of			

	events is in place to get all in the community into cycling and sport. Wifi has been installed in the Hive building and a new booking system allows community groups to use it.			
	3 refurbished commemorative benches installed using original iron ends combined with recycled plastic.	£1050 sponsored covered the cost of supply		
2. Healthy, Safe and Secure				
2.1 Appropriate Provision of Quality Facilities and Activities				
	Install a 1.2m high anti-climb fence on inside of hedge around the bowling green to prevent anti-social behaviour and combine with repurposed gates from tennis court.	£3500 in materials. Fencing already purchased	GS&A	Volunteers to install in Jan/Feb 2026
	Install two new 5v5 goal posts to replace the old rusted single goal and line mark a pitch	£1500. Goals purchased	GS&A	Due before Easter half term 2025 so will need to be done winter 2025/26
2.2 Safe Equipment and Facilities	Repair water supply to play equipment at riverside play area.	Unknown until done.		
	Install hedge and timbers to enclose playground in upper park		GS&A	

2.3 Personal Security	New depot buildings to be flanked by PIR sensor triggered security lights to prevent crime.		Property services	
2.4 Control of Dogs/Dog Fouling	Identify areas that are being subjected to deposits of dog foul and cut back to prevent this.		GS&A	
Achievements 2025	Bike maintenance stand installed outside the leisure centre.			
	Wifi installed at the hive			
	The Hive has been well used for cycling events and other community groups such as Padiham Litter Pickers and Friends of Padiham Greenway meetings			
	3 newly refurbished park benches installed around Air Disaster Memorial using heritage cast iron ends and recycled plastic lumber.			
3. Well maintained and Clean				
3.1 Litter and Waste Management	Audit bins for replacement and extras required			Before March 2026

3.2 Horticultural Maintenance	Have volunteers weeding the rose beds			Throughout 2026
	Re-design and plant herbaceous perennial beds	£500		For Spring 2025
	Tidy up and prune beds around café.			For Spring 2026
	Completed planting of Roses and			December 2025
3.3 Arboricultural Maintenance	Raise canopy of trees overhanging the toilet facilities and play area in upper park.	Inhouse		Autumn/winter 2025/26
3.4	Raise canopy of conifer tree in rockery near bandstand steps.			Winter 2025/26
3.5 Building and Infrastructure Maintenance	Redevelop maintenance depot with improved welfare for staff and volunteers, and improved storage for tools and machinery.	£60,000 +	GS&A, Architectural plans drawn in Nov 2025 and feedback given by area team leader	Late 2026
3.6 Equipment Maintenance	With 3.4, provide means to maintain equipment on site for routine maintenance.		GS&A	2025
Achievements 2025	Prices obtained for refurbishing metal gates, railings, installing handrails on steps, pointing paving flags at memorials and re-lettering inscriptions.			December 2025. Gain second price and progress for funding in 2026
4. Environmental Management				
4.1 Managing Environmental Impact	GS&A to source local supplies of bulbs, plants, seeds and trees to minimise importation of pests and diseases.		GS&A	Ongoing

4.2 Waste Minimisation	Use of surplus spoil from cemetery to build up a bund around the section of footpath that has become dangerous.		GS&A	Winter 2025/26
4.3 Chemical Use	No residual herbicide is used unless specified to control invasive weeds.		GS&A	Ongoing
4.4 Peat Use	No peat-based compost is used or purchased. Seek to install compost bays in depot.		GS&A	Ongoing
4.5 Climate Change Adaption Strategies	GS&A to move towards replacing petrol tools with battery powered tools.		GS&A	Ongoing
	Continue system of blowing leaves off paths and mulching in-situ rather than collecting and removing.		GS&A	Winter
Achievements 2025	Battery powered long reach chainsaw purchased for pruning and raising crowns of trees.			
	Management staff are using Ebikes and electric vehicles for site visits and meetings.			
	3 newly refurbished park benches installed around Air Disaster Memorial using heritage cast iron ends and recycled plastic lumber.			
5. Biodiversity, Landscape and Heritage				

5.1 Management of Natural Features, Wild Fauna and Flora	Overseed areas of low mow meadow under tree canopy to improve diversity of species.		GS&A	Not done as intended in 2025. See below
	As per inspection feedback, have a site visit with a view to improving ecology and habitat potential around the park. A plan should then be made and implemented		GS&A	Spring 2026
5.2 Conservation of Landscape Features	Continue to clean war memorial and air disaster memorial by appropriate methods (DOFF cleaner)		GS&A	Ongoing
	Ensure all gulleys are working and plan works to clear where necessary.		GS&A	Some cleared summer 2025 but still need attention.
5.3 Conservation of Buildings and Structures	Seek funding to make the air raid shelter accessible for educational visits and park events		Parks Officer, Property Services	Feasibility report due from architect in early 2026
	Seek funding to blast, clean and paint bandstand metalwork	Quotation to be sought	GS&A	2025
	Get stone shelters assessed by property services to identify any structural defects and work required to ensure heritage retained.		GS&A	Prices to be obtained in December 2025.
	Restore riverside bowls pavilion, fit new kitchen, electrics and make toilet DDA compliant. Install security fencing		Property Services	Work due to start December 2025
	Seek funding to install anti-climb fencing to the flat roof of the toilets at riverside bowling pavilion to prevent vandals		Property services	Work due to start January 2026

	accessing the bowler's pavilion.			
	Install new 2m high fence along boundary with riverside bowling green and play area with volunteer assistance.	£2310 for new fence panels and posts		January 2026
Achievements 2025	New shutters fitted to bowls pavilion for additional security.			
	Shelter roofs have been cleaned by contractors and leaves removed			Done December 2025
6. Community Involvement				
6.1 Community Involvement in Management and Development	Engage with civic trust and university of the 3 rd age to produce content for heritage and history interpretation panels at key features and view points in the park.		GS&A, FOMP	
	See 2.1 regarding bowling green			
	Green Activities Coordinator to set up regular work sessions from the Hive to get a volunteer group established.		GS&A, Green Activities Coordinator	
6.2 Appropriate Provision for Community	Continue to provide café license and involve the business in community and park events.		GS&A	
	Investigate and find funding for timed automatic door opening/closing system for toilets.	£4000	GS&A	

Achievements 2025				
	Volunteers have been working under the supervision of Green Activities Coordinator and have established Friday mornings as their workday.			
	Purchase of battery mower and hedge cutter for volunteers to use at the Hive and help maintain the immediate area.	£1800 from Ward Opportunities Fund	Parks Officer	Done November 2025
7. Marketing and Communication				
7.1 Marketing and Promotion	Continue to feed events promotion through corporate facebook and website		Burnley Council Communications Team	Ongoing
	Continue to feed volunteer and community events and activity on outdoortown.uk facebook blog and website.		GS&A, Burnley Leisure and Culture	Ongoing
7.2 Appropriate Information Channels	Make better use of noticeboards			To discuss at each meeting.
7.3 Appropriate Educational and Interpretational Information	List numbers and types of plants, bulbs, seeds planted in the noticeboards and online.		GS&A, FOMP	2026
	Create an interpretation panel for the history of the fountain.		Parks Officer	2026
8. Management				
8.1 Implementation of Management Plan	Continue to consult with FOMP to ensure they have input in development action plan.		GS&A, FOMP	Every year.

	Action plan items to be discussed at friends group meetings.		GS&A, FOMP	Ongoing
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Appendix 3



Park Events 2026

Key

Black/Bold – Approved
Black/Regular – TBC / Annual

Event Name	Venue	Event Date/s
LCC HAF Funday	Memorial Park	12 th August
LCC HAF Funday	Memorial Park	27 th August
Party in the Park	Memorial Park	TBC

Appendix 4 – Community Payback Work Plan updated 2025

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priorit y	Superviso r contact	Schedule d start date
Allotment Schemes										
Garden Street/Quarry Street	Scraping back stone washed down from allotment track and filling in ruts on track surface with it.	Ongoing	10 days	Shovels and rakes	Memorial Park Tesco Padiham Centre public toilets	Sean Kerr	On site	A	Sean Kerr	
Lumb Quarry Allotments	Clearing and tidying old allotments	Any	5 days	Fencing Materials Spades, hammers nails, saws, etc.	Memorial Park 5mins	Sean Kerr	Funding for materials available	A	Sean Kerr	TBC
Heasandford Allotments	Clearing and tidying Old allotments	Any	10 days	Wheelbarrows Strimmers spades	Portaloo with washing facilities can be provided	Mark Holt	Funding for skips and materials available	A	Mark Holt	
Reedley Hallows Allotments	Clearing and tidying old allotments and Clearing footways	Any	20 days	Wheelbarrows Strimmers Spades Hedge cutters	Can be made available on site	Mark Holt	Funding for skips and materials available	B	Mark Holt	

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priority	Supervisor contact	Scheduled start date
Parks Schemes										
Thompson Park	Weeding paths in sunken Italian Gardens	All		Hoes, rakes	On site	Mark Holt		A		
Brun Valley Greenway	Cutting back vegetation from side of paths from Central Train Station to Bank Hall	Winter	1 month	Hedge cutters, blowers, rakes, spades, shovels	Thompson Park	Mark Holt		A	Mark Holt	
Padiham Memorial Park	Blowing paths, edging paths, scraping moss from air disaster memorial.	Any			On site	Sean Kerr		A	Sean Kerr	
Queens Park	Prepare and repaint park railings	Any	90 days	Paint Brushes Wire brushes Paint scrapers Brush and shovels	On site	Mark Holt	Funding for materials available	A*	Mark Holt	Apr-Oct 2025
All parks	Remove moss from underneath benches	Any	Ongoing	Scrapers, brushes	All parks have toilet facilities.	Sean Kerr		B		
Padiham Greenway	Removing old knee-rail and chicken wire fencing & cutting back/trimming vegetation, cutting back	Any	5-10 days	Saws, spades, picks, wheelbarrows	500m	Sean Kerr		B	Sean Kerr	

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priority	Supervisor contact	Scheduled start date
	small trees overhanging the path									
Ightenhill Park	Phase 2 - Painting park railings, edging lawns/paths, leaf clearance	June /July	20 days	Paint, brushes, etc, rakes, half-moons etc.	On site	1.Barrie Bamford 2. Sean Kerr	Paint, primer, Kurust, brushes, scrapers, paint kettles, tubs – all supplied by Sean	A	Sean Kerr	Apr-Oct 2025
Ightenhill Park	Cleaning steep paths with brushes and water to keep them from becoming slippery	All year	1 day per session	Brushes, water, bleach	On site	1.Barrie Bamford 2. Sean Kerr		A	Sean Kerr	Ongoing
Ightenhill Park – path between Ighten Road and Southcliffe Ave	Removing self seeded trees and strimming long grass on ginnel between houses and park railings.	Summer/Autumn	1 day	Bow saws, strimmers	On site	Sean Kerr		A	Sean Kerr	
Ightenhill Park	Raking woodchip level in toddler and junior playgrounds. Raking and weeding sand pit.	Oct - Feb	Weekly	Rakes	On site	Sean Kerr		A	Sean Kerr	Oct 2025

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priority	Supervisor contact	Scheduled start date
Ightenhill Park	Spreading sand onto play area	Nov-Dec	Annually	Rakes	On site	Sean Kerr		A	Sean Kerr	Nov 2025
Whittlefield Recreation Ground (Park on Tabor St)	Clearing paths from encroaching vegetation, litter picking	Anytime	15 days	Spades, shovels, brushes, litter pickers	Ightenhill Park less than a mile	Sean Kerr		A	Sean Kerr	TBC
Thompson Park	Path edging, leaf clearing, topping up woodchip on playgrounds, topping up sand play area, cleaning under benches, restoring benches, installing bins	Anytime	All year	Spades, half-moons, string, gulley scoops	Toilets in the park	Mark Holt		<u>B</u>	Mark Holt	<u>TBC</u>
Bank Hall (Start at the car park on Queen Victoria Road)	Litter picking	Anytime	Ongoing	Litter pickers, bags	Close to Thompson Park – accessible via Brun Valley Greenway	Mark Holt		<u>A</u>	Mark Holt	TBC

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priorit y	Superviso r contact	Schedule d start date
Bank Hall	Revealing path edges	Any	Ongoing	Spades, shovels, blowers	Thompso n Park	Mark Holt		<u>A</u>	Mark Holt	TBC
Calder Park	Path edging, litter picking, weeding and general improvements	winter	5 days	Spades, Hoes, half moons	Ightenhill Park	Sean Kerr		<u>B</u>	Sean Kerr	TBC
Memorial Park	Path edging, leaf clearing, topping up woodchip on playgrounds, topping up sand play area, cleaning under benches, restoring benches, installing bins	Anytime	All year			Sean Kerr		<u>B</u>	Sean Kerr	Ongoing
Memorial Park	Refurbish noticeboards at Blackburn Road entrance and greenway entrance at bottom of the park.	Spring/Summer – fine weather	4 days	Wire brushes, paint brushes, cloths, new polycarbonate sheets.	Within 5 minutes walk to Memorial Park toilets	Sean Kerr	Wire brushes, paint brushes, cloths, new polycarbonate sheets, paint.	<u>A</u>	Sean Kerr	TBC

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priority	Supervisor contact	Scheduled start date
Memorial Park	Clean signs and repaint metalwork on play equipment	Spring/Summer – fine weather	4 days	Soap, water, brushes, cloths.	Within 5 minutes walk to Memorial Park toilets	Sean Kerr, Carly Glover	Wire brushes, paint, paint brushes, cloths, white spirit.	<u>A</u>	Sean Kerr	Ongoing
Memorial Park – Park Road pump track	Place soil where the mounds have eroded under the tarmac surface	Spring	1 day	Wheelbarrows, spades, shovels.	Opposite side of the street in the Leisure Centre	Sean Kerr	Top soil, wheelbarrows, hand tools if required	<u>A</u>	<u>Carly Glover</u>	April 2025
Rowley Lake	Strimming to remove large areas of Himalayan Balsam	May/June	5 days	Strimmers	Thornton Arms Pub Burnley Youth Theatre Queen's Park Toilets	Mark Holt		<u>A</u>	Mark Holt	<u>TBC</u>
Towneley Park	Litter clearance after large event		1 day	Litter pickers and bags	On site	Damian Hartley	Damian Hartley to make contact	C	Damian Hartley	Ongoing
	Making up eroded tarmac path edges in woodland	any	10 days	Stone, wheelbarrows, shovels, rakes	Various on site	Damian Hartley	Stone, barrows	<u>A</u>	Damian Hartley	Ongoing

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priorit y	Superviso r contact	Schedule d start date
	Cutting back grass encroaching stone paths	Anytime	10 days	Stone, wheelbarrows, shovels, rakes	Various on site	Damian Hartley		<u>B</u>	Damian Hartley	Ongoing
	Himalayan Balsam Control	During growing season April to September	20 days	Strimmers, bags	Various on site	Damian Hartley		<u>A</u>	Damian Hartley	Spring 2025
	Rhododendron removal	Outside of birds nesting season	10 days	Bow saws, loppers, mattocks		Damian Hartley		<u>C</u>	Damian Hartley	Outside of birds nesting season
	Topping up woodchip and sand on play areas	Once per year	1 day	Wheel barrows, shovels, rakes		Sean Kerr	Carly Glover to make contact	B		TBC
	Cleaning signs and furniture	All year round		Wheelbarrow, cloths, brushes, PPE.		Sean Kerr		A		TBC
	Litter picking entrances to the park	All year round, especially Mondays		Litter pickers, bags		Damian Hartley		A		TBC
Barwise Car Park	Strimming around commemorative trees	Summer						B		TBC
Woodlands	Cutting back branches and shrubs from footpaths	All year round		Bow saws, silky saws		Damian Hartley		B		TBC
Forest of Burnley Schemes										
Cemetery Wood & 12 other sites	Strim/ prune woodland paths	June/ July Sept/ OCT	3 weeks	Strimmers, jungle knives, saws	800m.	Roger Rawlinson	Roger to provide schedule of sites	C		TBC

Location of Site	Description of Work	Time of year	Approx length of project	Tools required	Distance to facilities	Project Officer	Materials to be provided BBC	Priority	Supervisor contact	Scheduled start date
Towneley woodland	Rhododendron removal & burning onsite	NOV- March.	3weeks	Saws and loppers.	200m	Roger rawlinson	Ongoing winter work.	C		TBC
Play Area Schemes										
Various playground sites	Topping up sand and woodchip following full refurbishments of playgrounds	Oct - March	1 – 5 days per site	Wheelbarrows , shovels, rakes	TBA	Carly Glover		C		
	Other Schemes									
Path between Lingmoor Dr and Helvellyn Dr	Cutting back paths to reveal full width following parks team clearing vegetation	Summer/Autumn	4 weeks	Spades, loppers, shovels	Less than 1 mile to Lghtenhill Park	Sean Kerr				
St Leonard's Church, Padiham	Cutting grass on lawn to rear, removing shrubs, general tidy	April to Nov		Mower, loppers, bow saws	Padiham Town Centre toilet block	Sean Kerr				

Contacts

Name	Position	Mobile	landline
Mark Holt	Greenspaces Manager (NE Burnley, Thompson Park, Queen's Park, Scott Park)	07855820941	01282 425011 ext 3172
Tracey Dowson	Senior Park Ranger	07967179799	01282 831053
Sean Kerr	Parks Officer (Padiham, Ightenhill & Towneley)	07896119329	01282 475957
Neil Jackson	Assistant Tree Officer	07816230435	01282 425011 ext
Carly Glover	Playground and Events Officer	07580832156	01282 425011 ext 3171
Simon Goff	Head of Green Spaces and Amenities	07971 033197	01282 425011 ext 7223
Barrie Bamford	Chairman of The Friends of Ightenhill Park.	07971035177	