



Queen's Park **Management Plan 2024-2029**

Jan 2026 update





Green Spaces and Amenities Unit

Queen's 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 Thompson and Queen's Parks and to take account of feedback that is received from the Green Flag judges after each annual inspection.

The management plan for Queen's Park has several 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.

This plan was originally written by the Parks Officers (Nick Williams and Andy Buck) responsible for the day-to-day management of Queen's Park in consultation with the Friends of Thompson and Queen's Parks, parks staff and other officers of the Council.

Description of Queen's Park

Queen's Park is situated approximately 0.6km Northeast of Burnley Town Centre and is an 11ha triangular site bounded by Ormerod Road, Queen Victoria Road and Queen's Park Road. The original lodge house, (now rented out for business use), however has been separated from the park by the extension of Belvedere Road in the early 20th century, the lodge house gardens are still maintained by the park staff.

The main entrance to the park is opposite the lodge on Queen Victoria Road, two other main public entrances are on the corners of Ormerod Road and Queen's Park Road, and Queen's Park Road and Queen Victoria Road, all have imposing Victorian ornamental gates. There are two further entrances on Queen Victoria Road; access to the council's main Park depot, and a new entrance recently opened to provide cycle access through the park leading to Blessed Trinity School, part of a new cycle path and a safe route to school for pupils.

Another new entrance was opened in 2015 on Queen's Park Road providing access to the newly developed Brun Valley Forest Park, additional paths have been installed in the park adjacent the football pitches and tennis courts to improve access.

Facilities within the Park include:

- **Two bowling greens with pavilion:** Queen's Park bowling club is the most popular in Burnley with over 100 members, both greens are extensively used during the season for competition, casual play and for coaching and fun sessions.



Bowling at Queen's Park

- **Park Yoga:** Queens Park was the first park in northwest England to host park yoga, starting on 18th June 2023 followed by every Sunday morning until October, this proved to be highly popular with over 140 people attending each session, The classes resumed in April 2024 are scheduled to start again in April 2025.
- Other user groups to the park include the Historia Normaaais Burnley a 12th century living history group who use the park to practise for upcoming reenactments.



- **Four tennis courts:** The original clay courts were upgraded in 2004 as part of the Teenzone skate park project. The courts are now high-quality tarmac and available for use all year. Floodlighting was installed in 2005 to allow evening play.
- In 2023, the courts through a Lawn Tennis Association (LTA) capital investment scheme. had a new gate access systems installed, introducing a pay and play scheme managed through an online booking process.
- <https://clubspark.lta.org.uk/QueensPark3/Booking>



Tennis Courts and Skate Park

- **Skate Park:** This opened in 2004 with funding secured as part of the Council's "Teenzones" project. All the equipment was chosen with full consultation with skaters, BMX, etc and it is extremely popular. As with the tennis court it is floodlit and overlooked by a CCTV camera.



Skate Park

- **Multi Use Games Area:** Consists of a ball court marked out for basketball, football, cricket, etc, and is part of the of the skate park / tennis project.
- **Playground:** Close to the skate park is a children's play area, aimed at the 5-14 age bracket. The playground was upgraded and extended in 2023 with the addition of a roundabout, animal springy and a trampoline in addition to the exciting equipment, climbing net and frame, swings, & slides, which was also refurbished. The playground is also designed to be accessible and suitable for disabled children. All the equipment and surfacing (bark) comply with BSEN1176 and 1177.



Queen's Park Playground

- **Cycle Track:** Situated adjacent the playground, this was opened in spring 2008 thanks to funding secured by the Friends group. It is laid out as a miniature version of a public highway and is designed to develop road sense amongst children.
- **Bandstand:** The original bandstand was located on the high ground immediately to the rear of the present bandstand, overlooking the playing fields. After falling into disrepair this was demolished in 1963. A round timber shelter on the present site was converted in 1964 to replace the original. Unfortunately, this burnt down in 2005 and was replaced by the present bandstand. Several concerts and theatre events are held annually.



The Bandstand

- **Blind pavilion/Pavilion Cafe:** Opened in 1953 for use by the visually impaired, a sensory garden was originally planted behind the building. It was used for some time as changing rooms for sports and as a meeting place and base for the Friends during events, and in 2005 the Friends secured funding to replant the sensory garden. In 2011 the building was adapted to house a café, which opened in spring 2012, now known as The Pavilion Café, is presently managed by Rosegrove football club and it's open most evening and weekends throughout the summer.
- **Toilets:** The toilets are situated near the bandstand and blind pavilion and were refurbished in 2009 incorporating a disabled facility.
- **Football pitches:** The pitches are adjacent Queen's Park Road and are presently used by Rosegrove FC who have several junior teams, Green Spaces are presently working with Rosegrove to introduce a long-term lease for the pitches to enable the site to be improved and

developed. At present there are no changing facilities available on site, however if agreement is reached there are plans to install club room adjacent the pitches.

- **Arboretum Walk and Bee Cage:** A large number of specimen trees have been planted in Queen's Park as part of the Forest of Burnley project, as they have matured a trail has been mowed out guiding people around the park through the planting. Trees for Burnley and the Friends have provided sculptures, plaques, etc to enhance the walk.

In 2015 the Council secured funding from NESTA for the Rethinking Parks project (details can be found in the appendix). Part of the funding was to develop meadows throughout the borough and to form a Bee Farm in locations throughout the town including Parks. Obviously with the threat of vandalism we had to look at ways of protecting the hives and the council worked with a local engineering firm to produce a prototype "Bee Cage", this was placed in Queen's Park and did prove to be very successful, they were some problems with the design of this first prototype which unfortunately lead to it being removed in 2024, later redesigned cages installed in other parks throughout the Borough proved to be much better, they are plans to replace the original cage with a redesigned version, there also may be other authorities or establishments interested in the concept as well.



Bee Cage in the Arboretum

The rest of the park was original laid out with ornamental seasonal bedding but in recent years this has been replaced with perennial and herbaceous planting schemes in the entrance and around the memorial fountain, they are several cast iron planters dotted around the park which are still planted with summer and spring flowering plants and blubs. Infront of the toilet block an area is cultivated and seeded each spring with a pictorial wildflower mix this provides colour and shelter for many types of insects. shrub beds and trees can also be found throughout the park and Picnic tables are available near the playground and cycle track.

Differential mowing is used throughout the park, much of the perimeter is mown only once, other areas are mown two to three times with paths cut out to provide public access, play or picnic areas and sports turf are maintained traditionally.



Memorial Fountain

The Memorial fountain is an original feature of the park but unfortunately it no longer has any water.

Queens Park is the base for the Operations Section of Burnley Borough Council Green Spaces and Amenities Unit. The Depot is located at the northern corner of The Park. The Park's in-house gardener is based here along with all relevant machinery.

Exactly how long this site has been used for a depot is not known, however one building now used as a store was originally built as a stable and other buildings appear to have been built at the same time. This would suggest that the depot dates back to the Park's opening. As Queens Park is the town's oldest park and at the time other parks in the borough may well have been in the planning stages it would have made sense to have the Park as the base for the new Parks Department.

As well as the previously mentioned buildings the site contains garages that act as machine stores, tractor garages, and base for the Tree Team.

The depot also contains glasshouses and a nursery area, which are used to make up hanging baskets and other floral displays for the town; bedding is stored here before being allocated to other parks. Recently volunteers from the Council's VIP (Volunteers in Parks) programme have been using the greenhouses to divide perennials to be used instead of bedding in flower beds throughout the town.

Other buildings in The Depot area contain office space, toilet / washroom facilities and a dining room for staff. There is also a small potting shed and a staff car park.

Adjacent the compound is an area known to staff as The Ginny, so called as it is adjacent to the remains of an underground railway or "ginny" track that in years gone by served the coal mine across the road (now Bank Hall Park). It is used as a store for bulk materials such as bark mulch and sand etc. At present the surface is loose stone although plans are in place to resurface the area and possibly convert it to a recycling centre.

To encourage a diverse range of wildlife several areas are left unmown as meadow, mainly through the arboretum walk, bulbs and wildflowers have been planted here, including areas for bee and butterfly friendly plants as part of the Bees in the Borough project.

The Vision for Queen's Park

The Friends of Thompson and Queen's Parks and the Council are working towards the achieving the vision for Queen's Park:

"Queen's Park will be a dynamic and sustainable public park that meets the needs of the community. The park, through its continued improvement, will help contribute to the development of Burnley as an attractive and prosperous town."

Figure 1. Illustrative Plan of Queen's Park



The History of Queen's Park

In 1888 Sir John Hardy Thursby donated 11.2 hectares of land to Burnley Corporation for the creation of Burnley's first public park to commemorate Queen Victoria's Golden Jubilee, celebrated the year before, hence the name Queen's Park. The land, valued at £27,000, was adjacent a mine owned by Sir John Thursby at Bank Hall and was "a bare irregular slope with hardly a vestige of foliage".

A design for the proposed park was drawn up by Robert Murray and work commenced in 1891. During the two years of construction 27,500 trees and shrubs were planted at a cost of £12,000 and on the 1st July 1893 the Park was officially opened by Sir John Thursby with a procession, massed bands and a luncheon.

Original features included outdoor gymnasia, a Bowling Green (a second was added some years later), bandstand, tennis courts, and putting green. The remainder of the Park was laid out with ornamental features such as the monument and floral displays.

Over the years the Park has continued to develop with the introduction of the Blind Pavilion, the second bowling green, football pitches, a skate park, and a children's cycle track.

The Park has always been a popular venue for outdoor events (see Chapter 6, Events), even after the demolition of the original bandstand.

Most original features still survive, including the imposing gates, although these are now separated from the Park by the Queen Victoria Road extension. The only features no longer in existence are the gymnasia (now "The Ginny", a storage area for Parks Services), and the original bandstand.



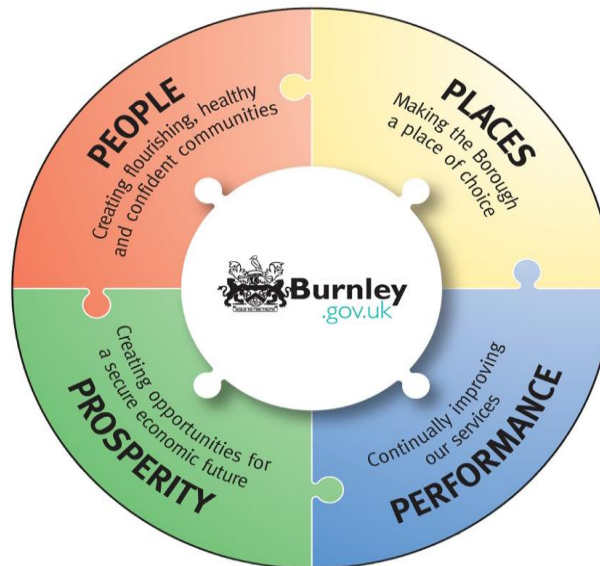
Main Entrance and Lodge House – Queen's Park

The Park is Grade 2 listed by English Heritage.

Policies Relevant to Queen's Park

Corporate Strategies

The Council's strategic objective are summarised in the diagram below:



Burnley Borough Council's Corporate Plan

The Council's strategic objectives reflect those of the Sustainable Communities Strategy:

- **People**: creating healthy and flourishing communities
- **Places**: making the Borough a place of choice
- **Prosperity**: Creating opportunities for a secure economic future
- **Performance**: Continually improving our services

Burnley's green spaces, and especially the heritage parks such as Queens Park contribute to the achievement of these objectives in a number of ways:

People

Parks help to improve people's health and wellbeing. Burnley and Padiham performs particularly badly in the indicator of health deprivation and disability, with two thirds of the borough living in neighbourhoods that are in the 25% most deprived in the UK. Burnley's Sport and Physical Activity Alliance action plan aims to increase participation by 1% per year:

Good quality parks on the doorsteps of these communities encourage people to lead healthier lifestyles by participation in play, sport, walking, running, cycling, etc. This is supported by evidence from the Green Spaces Strategy consultation which identified how highly the public rate parks and green spaces for recreation.

Queens Park also has an important role in sustaining a flourishing community in the area. The Friends of Queens Park are a focus for community involvement organising successful events and activities that involve people in improving their parks and creating a stronger sense of ownership.

Places

Burnley's Economic Strategy identifies that, in addition to retaining its own economic base, Burnley and Padiham must orientate itself as a place where people who work in nearby growth centres choose to live. High quality parks, public spaces and access to the countryside help to determine these choices.

Queens Park contributes to a quality of environment that will attract people to choose Burnley as a place to live and help to create the positive image that Burnley needs.

Prosperity

Investing in quality green spaces is a key transformational action highlighted in the Northwest's Regional Economic Strategy. The Lancashire Economic Strategy and the Central Lancashire City Region Development Programme both emphasise the economic contribution that a quality environment plays in improving the economy.

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. Queens 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 a Green Flag..

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

Ref	Recommendation
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Queens Park Management & Maintenance Plan

- 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 online 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.

Burnley Play Strategy

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

Land Ownership

The Park has been owned and maintained by Burnley Borough Council since opening in 1893.

Byelaws

Queen's 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 in partnership with the police.

Dog Fouling

Dogs are not allowed in Queen's Park.

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.

There is a CCTV camera installed by the skate park with a help point. The camera is monitored from the central CCTV unit.

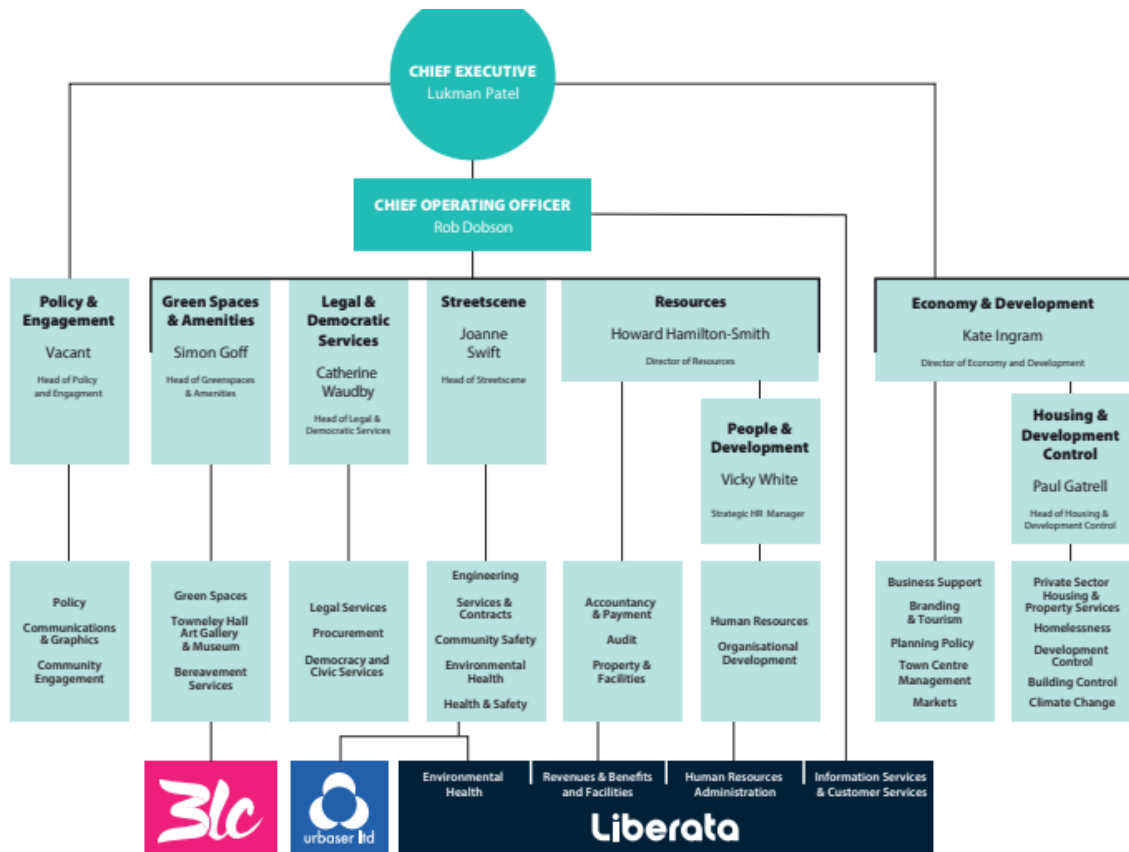
Alcohol Policy

Queen's 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.

Existing Management and Maintenance

Queens Park is managed by Burnley Council's Green Spaces and Amenities Unit (GS&A), which is one of 7 service units within the Council, as illustrated below.

Burnley Council Organisation Structure



Green Spaces & Amenities are responsible for management and maintenance of 550 hectares of green spaces within the borough. Three neighbourhood green space teams directly employed by GS&A deliver the service. Each team is based in a district park and maintains both the park and surrounding green spaces. Towneley Park, which is Burnley's main park, covering 180 hectares, has its own team. The teams undertake all horticultural maintenance and are supported by a playground maintenance team, a tree team, and a mobile street sweeper.

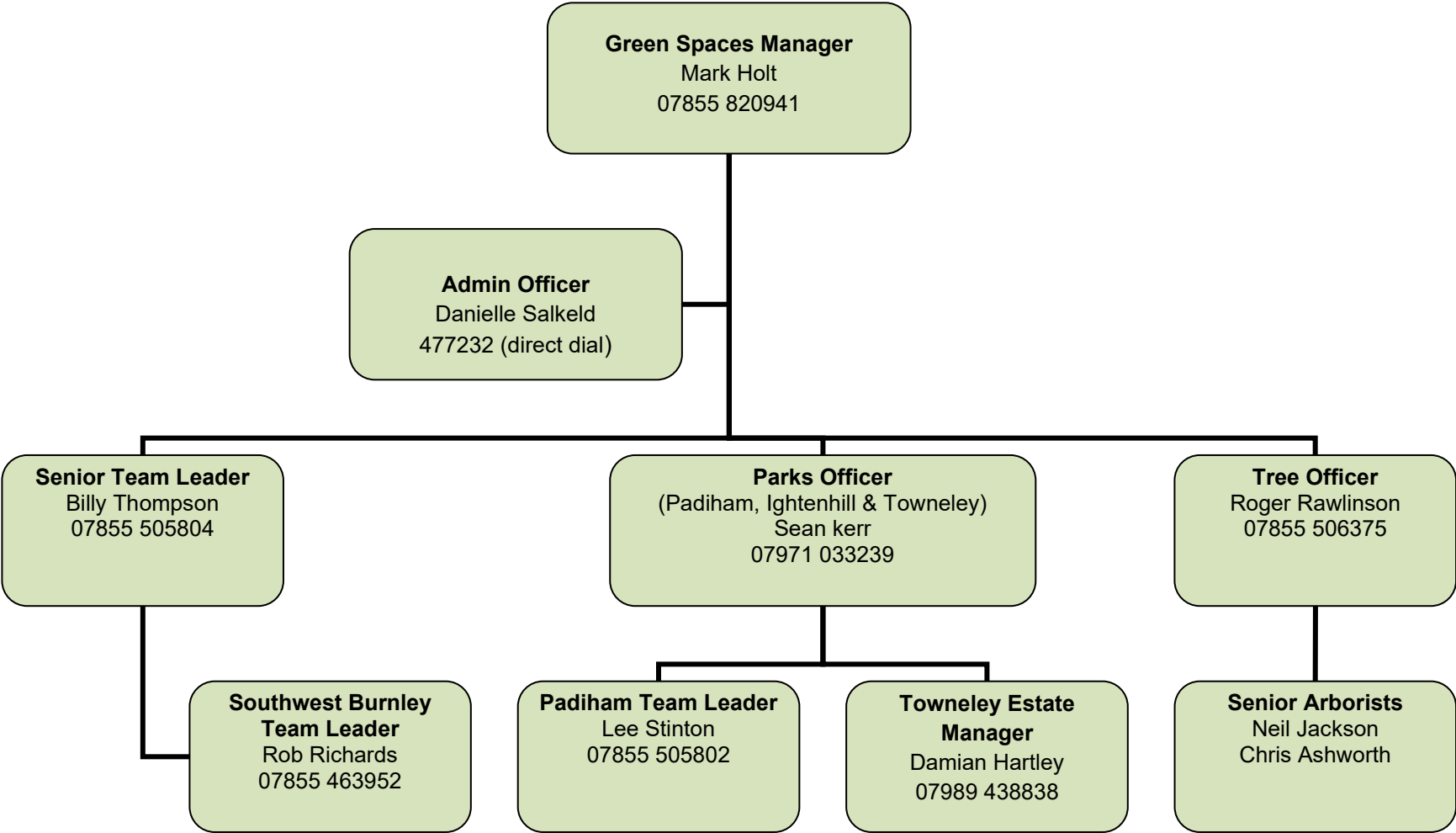
The neighbourhood green space team based in Queens Park consists of a Senior Team Leader, three full-time gardeners, an apprentice plus one seasonal gardener.

A very experienced park ranger team, consisting of four permanent rangers are responsible for patrolling parks, dealing with anti-social behavior, enforcing littering and dog fouling, helping to organise community events & activities and delivering educational activities and guided walks. The rangers keep a record of incidents and work closely with the Police.

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

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

Structure of Green Spaces and Amenities Unit 2026



Management of Queens Park is the responsibility of the Greenspaces Manager 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 park and holds the budget for equipment, materials, etc. There is also a separate budget for park events and nurseries. The Greenspaces Manager attends the Friends meetings with the Senior Team Leader and has 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 Senior Team Leader who has full management responsibility for the area, including Queens Park.
- The Park has one site-based Craftsman Gardener.
- There is good support from the in-house tree and playground team.
- 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, in the height of summer and school holidays, means that the gardener can fall behind with maintenance, formal grass areas get too long, flower beds can become weedy, and it is a struggle to catch up. Ways to combat this are being explored the first option identified was to replace annual bedding with herbaceous planting which was very time consuming this has also helped reduce the carbon footprint for the park cutting the need transport plants and materials long distances.

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 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 such as work to repair the roof of the Pavilion have taken considerable time to achieve and led to an amount of deterioration in the condition of the building.

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

Details of Staff that work in Queen's Park

Name of Post	Managed by	Main duties	% time dedicated to Park	Based in Park Yes/no
Craftsman Gardener	Senior Team Leader	All aspects of Horticultural maintenance	90%	Yes
Gardener	Senior Team Leader	Horticultural maintenance	30%	No
Apprentice Gardener	Senior Team Leader	Horticultural maintenance	50%	No
Senior Team Leader	Greenspaces Manager	Supervises gardeners. Horticultural maintenance	30%	No
Park Ranger	Senior Park Ranger	Patrolling Park & supervising undertaking enforcement, managing ASB and involvement with events, etc.	25%	No
Greenspaces Manager	Head of Service	Manages Neighbourhood Team Liaises with users & Friends group. Implements management Plan. Organises events. Green Flag application & liaison	10%	No
Sweeper Driver	Senior Team Leader	Sweeping Queen's Park using mechanical sweeper	6%	No
Other Staff				
Tree Officer + tree team	Greenspaces Manager	Tree team undertakes	3%	
Playground Officer + play team	Greenspaces Manager	Maintaining play equipment, ballcourts, skate ramps. Etc.	3%	No

Management and Maintenance Budgets

The overall budget for Queen's Park is managed by the Greenspaces Manager. All costs both direct (such as employees, machinery & equipment) and indirect costs such as management overheads and apportioned budgets for materials are contained within the budget together with all property maintenance, asset rentals and any income.

The costs of tree maintenance are apportioned pro-rata to the area of the park and costs for the playground maintenance team, sweeper, etc. are similarly charged.

Machinery and Equipment

The neighbourhood team for Thompson and Queen's Parks is equipped with its own inventory of vehicles, Ride-on mowers and other machinery and equipment necessary for maintenance. The equipment is directly owned by the Council and maintained in-house or through a local supplier for

complicated repairs, 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. The Team Leaders and Parks Officers meet monthly to discuss work planning and informally on a daily basis. Routine maintenance is planned and carried out by the very experienced Craftsman Gardener.

An annual inspection of all the Park features is carried out by the Parks Officer, prioritising any work required, the latest inspection is included in the appendix.

The service standards that GS&A aims to achieve were developed from the local quality standards identified in the Green Spaces Strategy and published (burnley.gov.uk) and are also included in the Appendix.

Community and Volunteer Involvement in Managing Queen's Park

Since it opened in 1893 Queens Park has always been a very important centre for community activities. The old bandstand provided a venue for weekly brass band concerts during the summer, the bowling greens and tennis courts were and still are well used by locals and people from outside the area, and of course the new skate park has now become an important place for the younger members of the community to gather.

There are now several community groups other community organisations which either have their base in Queens Park or use it regularly. They are as follows-

- Queens Park Bowling club
- Trees for Burnley
- Sure Start
- The Burnley and Pendle Tennis League
- Rosegrove FC
- The Pavilion Café
- Burnley Youth Theatre
- Brunshaw Action Group
- The Friends of Thompson and Queen's Parks

By far the most active and vocal of these groups is of course The Friends Group which includes in its membership representatives from the other groups above.

The Friends Group was formed in 1998, originally as The Friends of Queens Park by a small group of people who lived near The Park, and in 2001 the group voted to include Queen's Park within their remit. These people initially were concerned about an increase of antisocial behaviour and what they perceived as falling standard of maintenance. Spurred on by the news that Queens Park had just

achieved Green Flag status they began to put pressure on Burnley Borough Council to bring Queens Park up to the same standard.

At present The Friends Group have about 20 members have adopted a formal constitution, appointed a chairman, treasurer, and secretary.

Examples of minutes are included in the appendix.

Thanks to the enthusiasm of the members the Friends now organise most events within the park, and raise funds for Park improvements, these include:

- Improvements to the Blind Pavilion and sensory garden
- Tree and bulb planting
- Improvements to the toilets
- Additional seating and signage
- The creation of a childrens cycle track (£40,000 raised)
- Picnic tables
- Assistance with refurbishment of the Pavilion Cafe

Projects they are working on at present include:

- Increasing the number and variety of events in the park
- Various events such as concerts, Fun Days, and sports days

Meetings are held on the second Monday of the month at 7.00pm in the Blind Pavilion or the Ranger Centre in Thompson Park.

Other Partners

Other groups and agencies work with the Friends of Thompson and Queen's Parks these include the Police (who attend Friends meetings as required) Youth Services, Prince's Trust, Burnley Disability Network, Myerscough College, the Bowls Club, Burnley and District Evening Tennis League, etc.

The Park Friends Forum

Each of the Friend's 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 friends also intend to carry out a visitor survey in conjunction with the rangers.

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 six main parks in Burnley (including Queen's Park) currently hold a Green Flag Award. This is the result of a systematic programme improvement in management over the last 15 years, starting with the first award for Thompson Park in 1999.

Queen's Park has held a Green Flag Award since 2004.

I. 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
Access	• Access is good at all entrances and throughout the Park.	• A pedestrian crossing from the car park on Queen Victoria Road would make access safer.
Entrance signage and information	• Existing main entrance signs and notice board. Finger posts within park. Brown signs directing to the Park.	• Provide additional notice boards for main entrances • Interpretation boards required for arboretum • Ensure contact details for Ranger Service are well advertised • Provide signposts on the main road with direction to the par entrances
Events	• An established programme of community events, brass band concerts, theatre, and sporting events.	• The Friends group are keen to develop the events programme as capacity allows with emphasis on performances and links to local groups • As Rosegrove FC develop, introduce sporting events such as football tournaments
Friendly and approachable on-site staff	• One on-site Gardener 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.
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	• There are a wide range of facilities in the park for all ranges (Childrens cycle track, bowling, football, Skate Park, brass bands, etc). The toilets were renovated in 2009, and the Pavilion Café is now open.	• Continue to monitor condition of facilities and explore new proposals with the Friends.
Green and pleasant character of park	• Park is generally well maintained, and litter is cleared daily. Dogs are not allowed in the park. Vandalism and graffiti promptly fixed.	• Preserve green character of park • Continue high standards of cleaning and maintain enforcement & education activities by rangers.
Cycling within the park	• Cycling is only permitted on the skate park, cycle track, and the “Safe routes to School” cycle path.	• Need to identify measures to discourage cyclists from using other non-designated footpaths

Issues that require capital improvement

- Improved signage

2. Healthy, Safe and Secure

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

Issue	Current Position	Recommendation
Fear of Crime, Anti-Social behaviour and vandalism	- The Park is generally considered safe, although there are some concerns from Park users. - 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 - Carry out a visitor survey to identify safety concerns
Safety of paths and steps	Slips, trips and falls are main type of accident in parks	Footpaths are inspected annually and prioritised for repair if necessary.
Control of dogs	Dogs are not allowed in Queen's Park	The council is considering allowing dogs on leads in the park after public consultation
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 vehicles	Develop and maintain a park health and safety file and operating procedure.
Traffic and Parking	- Potential vehicle/pedestrian conflict at depot gate - Pedestrian safety in crossing from car park to the Park	- Additional gate installed close to depot providing access for pedestrians and cycles - Pedestrian crossings from the car park on Queen Victoria Road and from BVFP would make access safer.
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
Toilet Facilities	The main toilet block renovated 2009. Disabled facilities are available in the Blind Pavilion, but not always open. Bowlers have separate facility within the Bowls Pavilion.	Renovated toilet block opened summer 2009
Health and well being	- There is a well-developed range of activities through the BEEP programme and the Park provides facilities for many sports, and casual exercise. - Cycle track provides opportunity for children to increase awareness of road use.	- Develop programme to recruit and train Community Activity Rangers to engage a new audience in events, activities - Increase coaching opportunities on bowling greens, tennis courts, etc - Provide cycle proficiency training on the cycle track.

Issues that require capital improvement

- Implement footpath improvements to reduce slips, trips and falls
- Pedestrian crossings for Queen Victoria and Queen's Park Roads
- Replace old and worn-out play & sport equipment

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
- Ground's 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.	• Bins are old and some in need of replacement, a new "Burnley Bin" has been designed as part of the HLF restoration of Thompson Park, these bins are to be installed in all Parks over time. • Ensure that rangers continue to identify littering and issue fixed penalty notices to offenders and publicise the outcomes on notices in the park.
General horticultural maintenance	• Horticultural standards in the Park are high, there is a site-based Craftsman Gardener	• review and implement working practices and introduce simplified system for scheduling and recording work • continue to develop and train staff
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
Maintenance of buildings and features	• Maintenance systems for the public buildings in the park are generally good. Faults are usually promptly rectified. • Monument requires some restoration work.	• Monitor and review maintenance of public buildings in park to ensure standards are achieved. • Funding is being sought for restoration of all Park monuments.
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, and inspect daily	• Ensure that equipment on the skate park, playground, etc is kept up to date

Issues that require capital improvement

- Provision of new and replacement litter bins
- Replacement of play equipment, ball court and teenzone equipment
- Restoration of Monument

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 is stored in the ginny and shredded annually to produce compost and mulch.	- Investigate alternative means of green waste disposal (mobile shredder and bay composting) or static shredder and vertical composter (partnership with Groundwork) Situated in the Ginny. - 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.	Continue good practice
Annual bedding	There will be no annual bedding in the Park from 2019, all beds are to be replanted with herbaceous perennial	Investigate perennials that promote bees and other pollinators
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 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 - Installation of wood burning boilers is being explored as part of Rethinking Parks.
Use of herbicides, pesticides and fungicides	- Herbicide use is restricted to controlling weeds on tarmac surfaces. - The use of fungicides and insecticides on the bowling greens and in the greenhouses is kept to a minimum - Moss on tennis courts and other hard surfaces is controlled by natural products	- Continue current practices - Explore possible alternatives to herbicides, Foam, hot water
Biodiversity	- Woodland has been actively managed through the Council's Forest of Burnley project since 1998 - A phase II habitat survey has been completed - Rangers carry out environmental awareness sessions with local schools and other park users - Several meadow areas planted with wildflowers, etc	- Manage the park for maximum biodiversity and wildlife benefit - train staff on biodiversity and conservation - Update the woodland management plan and implement 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
- Wood Burners

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 - The Park is Grade 2 listed by English Heritage	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 - A number of Commemorative seats have been installed; all seats installed are now of this design. - New "Burnley Bins" to be installed
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 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.

Issue	Current Position	Recommendation
Friends of Thompson and Queen's Parks	- 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 - Meetings are held 2nd Monday of each month	- 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)
Volunteers	- Rethinking Parks VIP programme is encouraging people to volunteers to assist with Park maintenance - Two regular volunteers process felled timber for wood burners	Continue to encourage more volunteers through the VIP programme
Other park user groups	There is regular contact with other user groups such as the bowls club, tennis league, football clubs, etc. and representatives have a standing invitation to Friend's 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
Schools	- The park is used by local primary schools for environmental and play activities, but use is infrequent and ad-hoc - Burnley College and Blessed Trinity football teams play some of their home games in the park - The proximity of Blessed Trinity means a lot of the pupils use the Park; the Park Rangers have close links with the school.	- 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 - The Pavilion Café provides a meeting place and hosts community events	- 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 Queen's 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 Queen's Park although much marketing and promotion activity does take place through: • Parks notice boards • Newspaper adverts for events • Posters in park/in shops • Friend's leaflet • BBC 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 Queen's Park to provide a clear direction for promotion and marketing activities • Strengthen joint marketing and promotion with the bowls, tennis, football clubs, etc • 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 Queen's 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 Queen's Park include:

- Annual Brass Band Concerts
- Annual Fun Run
- Volunteer/Friends group bulb planting
- Trees for Burnley Tree Planting and Woodland works
- Ranger guided walks
- The Burnley Community Festival
- Theatre productions
- Christmas and Easter events, (such as Easter egg hunts)
- Orienteering
- Bowls coaching, events and competitions including the Annual Open Day
- Tennis Competitions
- Football competitions
- 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 Queen's Park since 2000. This document is updated annually in response to progress, feedback and comments from Green Flag judges	- Develop the management plan further, defining in more detail 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 their opportunities for improvement	- 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 there are improvements to the park's essential infrastructure and facilities

Proposed Management and Maintenance

The Council recognises the importance of continuing to improve the management of Queen's 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
- 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 Senior Team Leader who has full management responsibility for the Queen's Park area.
- The park has a site-based Craftsman Gardener.
- There is good support from the in-house tree and playground teams
- A Park Ranger is assigned to Queen's Park
- Effective arrangements are in place for building maintenance

However, there are concerns over maintenance standards, which although not obvious to the untrained eye are nevertheless known and recognised by GS&A staff and are raised as concerns by the Friends group. These problems are mainly centred around budget cuts and reduced staffing level

Partnership Working and Volunteering

Community Activity Rangers

The Training and Volunteering Plan identifies that an opportunity will be created for volunteers to work in the Parks 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 the Parks. 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 Queen's Park is already supported through volunteers 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 Audience Development Plan also considers and proposes ways of encouraging new types of volunteers and involvement of hard-to-reach audiences and non-users.

Training and Development

The Council recognises that sustainable improvements in the management and maintenance of Queen's 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 Queen's 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 to improve the skills and knowledge and motivation of Green Spaces gardening staff working in other parks and have done this at Towneley Park and Thompson 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.

Budgets and Resources The existing budget for Queen's 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.

Monitoring and Review

This management plan has existed and has been updated annually since 2000 under the review of the Friends of Thompson and Queen's Parks and in the light of feedback from Green Flag judges.

It is proposed that review of the management by the Friends group shall continue in the long term but this should be supplemented by input from an annual user forum to which all stakeholders and park users will be invited.

As part of the annual review and monitoring of the management plan it is proposed that the following performance indicators will be monitored:

- Satisfaction measured by GreenSTAT/user survey
- Number of littering and dog fouling enforcements (95FPN's issued so far this financial year)
- Records of ASB incidents (currently recorded)
- Number of events and audience (partially recorded)
- Number of school visits
- Number of volunteer hours
- Green Flag points score (currently recorded)

Appendices

Click on link where available

1. [Friends Group Minutes](#)
2. [Proposed Park Events](#)
3. [Development Action Plan](#)
4. [Probation Service 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. [Health and Safety Policy](#)
11. [Risk assessment example](#)
12. [Inspection Policy](#)

Appendix 1 Friends Group Minutes

FREINDS OF THOMPSON'S AND QUEEN'S PARKS. Members meeting – Tuesday 5th August 2025 @ 6:00pm Ranger Base – Thompson Park

Present

Michelle Wolfenden, Michelle Loveday, Nick Brown, Mark Holt, Henry Nazareth-Kay, Mike Bailey.

Apologies

Zarqa Rias, Fiaz.

Minutes

Michelle W welcomed everyone to the meeting.

The minutes of the last meeting

The minutes of the last meeting were agreed by all present.

Arising out of the last minutes.

- The Chair reported that, although notice board were to be ordered for both Thompson's and Queen's Parks they have not yet been ordered. This is due to a lot of ongoing structural work in Queen's Park. It has been decided to wait until the work has been completed before purchasing new notice boards. Burnley Leisure have agreed that the Friends group can share their notice board which is situated next to the Boathouse.
- Mike informed the group that the Railway notice board is up to date and full of information.
- Facebook page. It has not been possible to delete the existing FB page due to not being able to obtain the password for the account. It has been decided to create a new one. Henry is willing to create this with himself and Michelle L as admins.
- Michelle L is going to look at creating an Instagram and TikTok account.

Finance

Although no balance sheet, the Treasurer reported that the current balance on 5th August is £6080.30. The Chair has requested a balance sheet for the next meeting and, also, a receipt book to show incoming and outgoing finances to show transparency.

Future Events in the Parks

- It has been agreed that a Halloween event can take place. It will be held on Wednesday 29th October, 3pm – 5pm. Mike generously offered to run the trains, at no cost, with all proceeds going to the Friends group. Henry suggested selling tickets via Eventbrite, in order to calculate numbers expected. Decorations will be provided by the Friends group. The Pavillion will be used for refreshments and there will be a fancy dress and pumpkin competition. All children will receive a treat. Michelle W to speak with the Youth Theatre to see if they could provide some Halloween 'guests'.
- The Railway gave a list of upcoming events:

14th August – Members family day

31st August – Superheroes

12-14th September 71/4 AGM

27/28th September last two running days. All donations to go to charity

Boathouse

- Numerous complaints, received by members of the public, that the Boathouse is not opening when advertised, the web page is not being updated and they no longer sell scoop ice cream. Mark has offered to speak to higher management to try to resolve issues.

AOB

- Michelle W asked if Suzanne Brown still wanted to be secretary for the group. Nick (Suzanne's husband) said that he would talk to her but, due to increasing family commitments, she would probably be happy to step down. This will be confirmed at the next meeting. Michelle L would take the position of secretary.

- Henry updated that there has been an uptake in volunteers and that he currently has five to six regular volunteers in Thompson's Park.

The Chair thanked everyone for attending.

THE NEXT MEETING TO BE HELD ON TUESDAY 2ND SEPTEMBER 2025

Appendix 3 Proposed Park Events 2026 as of Jan 2026

Event Name	Venue	Event Date/s	Event Time/s
Bands in the Park	Queens Park	6 th June	TBC
Queens Park Tribute Festival	Queens Park	1 st August	TBC

Please note that events are added as time progresses.

Appendix 3

Development Action Plan

Appendix 3

Queens Park Development Action plan

PO = Parks officer
 TL = Team Leader
 FOQ&T = Friends of Queens & Thompsons
 PGO = Playground officer
 PDO = Parks development officer
 GSA = Greenspaces and Amenities
 Key= Completed Ongoing

Green Flag Criteria	Item	Estimated Cost	Responsibility	Priority and Completion Date
1. A Welcoming Place				
1.1 Welcome				
	Original Park entrance gates require restoration and repainting	£5000	PO Property services	all gates to the park have been professional restored bringing them back to the original colour and condition completed summer 2025
	Perimeter Park railings need a repaint Obtain Quote to speed this process up	£5000	PO Property services community payback team	work started spring 2025 this will be an ongoing project for approximately 2/3years
1.2 Good and safe Access	Vehicle entrance from Queen Victoria Rd Poor drainage and uneven surface	£15,000	PO.	Drainage improvement work completed and a new road surface laid early 2025

	Footpath repairs needed various locations within the park	£5000	PO	Work planned winter 26
	Carry out regular inspections to identify potential hazards for example dangerous trees and obstacles on footpaths		TL	Park Based gardeners inspect daily and report any defects to the they Team leader
1.3 Signage	New signage required to highlight works depot entrance	£500	PO	New signage acquired installation January 2026
1.4 Equal access for all	Disabled access Required to allow wheelchair access into bowls pavilion		Property services	Disabled access installed to Bowling Green pavilion summer 2025
	Better access required onto bowling greens for disabled and wheelchair users	£200	PO, TL	Access points installed on each green to enable wheelchair use summer 2025
	Car park for disabled vehicles	£30,00	PO	funding required
	footpath improvement works various locations within the park	£5000	PO	Some work planned winter 25/ 26
Achievements 2025				
2 Health, Safe and Secure				
	Legionella testing		TL	weekly runoffs are routinely carried out, reports forwarded to property services

	Tree inspections Team leaders and gardeners to attend basic tree inspection courses		TL, Tree officer	routine inspections carried out by the council Tree officer and daily visual inspections carried out by the resident Gardner
	playground inspections		PGO, TL	Weekly visible checks done by trained gardeners monthly in-depth checks carried out by the playground officer annual LOLA checks
	footpaths require repairs and overlaying in places where the paths have started to erode	£5000	PO	Funding requirements need to be identified some areas worse than others need prioritising possible works 2026
	CCTV Security camera's various locations within the park	£30,000	PDO, PO, PGO	funding would need to be identified
	The Skate Park installed in 2004 would benefit from refurbishment	£35,000	PDO, PO FOQP	The skate park is inspected weekly and any hazards are repaired Refurbishment work planned for the future when funding can sort.
2.1 Appropriate Provision of Quality Facilities and Activities	Playground upgrade		PDO, PGO	Playground upgrade completed 2023 with the introduction of new equipment
	sports field improvements included drainage issues	£250,000	PDO	Work started 2025 predicted completion date summer 2026
	Bowls pavilion upgrades	£15,000	Property services	disabled access installed full refurbishment included new roof and repaint

				completed 2025
	blind pavilion flooding issues and upgrade existing building	£15,000	property services	flooding defence installed incorporating a new drainage upgrade to the existing building to bring it back into its original condition completed summer 2025
	Queens Park monument refurbishment		property services	completed 2025
2.2 Safe Equipment and Facilities	GS&A Staff continue ROSPA inspections and act on findings as appropriate		TL, PGO	ongoing
	Defects are recorded on GS&A timesheets and six biannual safety inspections of parks carried out by parks officers		TL, PO	Ongoing
	Secure compound operated and used by GS&A staff		TL, PO	Work started in 2025 to improve security and facilities within the works compound work to continue until approximately 2027
2.3 Personal Security	Routine maintenance Keeping sightlines throughout the park		TL, PO	Ongoing
2.4 Control of Dogs/Dog Fouling	Dog control order banning all dogs from the park			
Achievements 2025				
3 Well Maintained and Clean	routine maintenance carried out daily		TL	resident gardener based within the park
	Park toilets checked and cleaned		TL	The Toilets are checked and cleaned every day

				Weekend and bank holidays are covered by a weekend duty team April/October 2026
	Sign on Toilet stating opening times		PO	
3.1 Litter and waste management	Litter collected daily		TL	All litter collected from the park is sent to a recycle centre
	Green Waste			Green Waste is either shredded on site and reused on site or collected and stored then transported in bulk for recycling
3.2 Horticultural Maintenance	Install new perennial planted area in the new developed works entrance	£1000	TL, PO	Work started spring 2025 with the introduction of some perennial planting, This will continue into 2026
	following the refurbishment of Queens Park monument the surrounding flower beds will need replanting and redesigning	£1000	TL, PO	start date expected early 2026
	apply native wildflower seeds into naturalised areas of the park to create more attractive area for insects	TBC	TL, Po	This process started early 2025 and will continue as funding allows
	Install pictorial meadows	£500	TL, PO	Ongoing
	spring bulbs	£500/year	PO	a variety of tulips and daffodils are planted each autumn to produce a spring display Naturalising daffodils are planted within the

				meadow areas Ongoing each year
3.3 Arboriculturally Maintenance	Monitor ash die back		PO, Tree officer	all ash trees continually monitored with a colour coded system used to monitor progress Trees removed as required
	Woodchip produced from tree maintenance to be used to top up children's playgrounds		PO, TL, Tree officer	Tree maintenance is carried out by the council's in house tree team
3.4 Building and Infrastructure Maintenance	Routine inspections to all park buildings, and permanent infrastructure to identify any maintenance issues		property services	ongoing
	Drainage issues	£25,000	PO	Full refurbishment off the surface water drains were carried out to the lower section of the park Early 2025 extra work is now required to improve the drainage top half of the park funding required
	Footpath improvement work	£20,000	PO, PDO	Some work has already been done, More funding will need to be identified to continue the process
3.5 Equipment Maintenance	GS&A Staff service Horticultural equipment		TL, PO	ongoing
4. Environmental Management	Annualised bedding schemes		TL, PO, GS&A	Ongoing since 2020 majority of

	to be replaced by perennial planting to reduce the environmental impact of growing annual bedding in heated greenhouses			the annual bedding schemes have now been replaced with perennial planting or pictorial Meadow type planting
4.1 Managing Environmental Impact	Install bottle fillers to reduce the amount of plastic bottle usage		PO, PDO	Completed 2024
	Water harvesting system		PO, Property services	Water harvesting system installed within the depot 2025 other options being looked at for different buildings
	Solar panels	£90,000	PO, Property services	solar panel and battery storage system installed 2025
	EV vehicles and battery-operated equipment		PO	EV vehicles used where technology allows battery operated handheld horticultural equipment purchased 2024
4.2 Waste Minimisation	Recycling equipment for green Waste	£10,000	PO,	Elliot shredder purchased 2025 Eliminate the need transporting green Waste off site
	investigate how to recycle logs after essential tree removal	£2000	PO	private contractor with a large wood chipper used to chip Timbers which are then recycled onto surfacing for playgrounds
4.3 Chemical Use	limited use of pesticides within the park Consider using mini road sweeper on paths to eliminate weed		TL, PO	mechanical methods used to eliminate weeds, small Rd sweeper on the footpaths and good horticultural practises

	growth			
4.4 Peat Use	No Peat based compost is used or purchased		PO	Ongoing
4.5 Climate Change Adaption Strategies	GS&A to progress replacement of all vehicles and equipment with electrical options as technology develops		PO	Some vehicles already replaced with electrical options, ongoing strategy as budgets and technology allow battery equipment purchased and used where technology allows since 2024
Achievements 2025				
5. Conservation				
5.1 Conservation of Landscape features	Green activity coordinator to do ecological surveys with the community on data to be compared with previous years to identify improvement needs			summer 2025
	Native wild flower seeds introduced into Meadow areas		PO	Ongoing
	Consider planting selected perennial plants within the meadow areas		PO, TL	2026
5.2 Conservation of Buildings and Structures	both pavilions require refurbishment to bring it back to the original condition	£30,000	Property services	completed 2025
	Bandstand requires repainting	£1500	PO, Property services	2026
	Queens Park monument requires		property services	completed 2025

	refurbishment			
Achievements 2025				
6. Community Involvement				
6.1 Community Involvement in Management and development	Continue to work with FOQ&T group		PO, TL FOQT	Ongoing
6.2 Appropriate Provision for Community	Consider removing, replacing & relocating the old notice board just outside the main gates		PO, FOQT,	2026
	Purchase extra notice boards and install near entrance gates across the Park		PO, FOQP	2026
	increase outreach to schools social prescribing and residents		green activity coordinator FOQP	ongoing
Achievement 2025				
7. Marketing and Communication				
7.1 Marketing and Promotion	Continue to inform the communications department on infrastructure facility developments for press release		PO	Ongoing
7.2 Appropriate Information Channels	Burnley borough councils Facebook page		PO	Ongoing
	Use notice boards to advertise events		PO	Ongoing
7.3 Appropriate Educational and Interpretational Information	provide information in the notice boards regarding number types of plants bulbs planted within the last 12 months		PO	Ongoing
8 Management				
8.1 Implementation	Continue to		TL, PO	Ongoing

of Management Plan	consult with friends group team leaders and resident Gardner			
	Consider having a joint friends group meeting with other groups from around the borough		PO FOQP	To be proposed in 2026

Appendix 4 Green Spaces & Amenities Unit: **Community Payback Work Plan 2026**



Appendix 4 Probation Service Action Plan

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
	Allotment Schemes									
Garden Street/Quarry Street	Constructing gates and internal stock fencing for new plots.	Before April	10 days	Fencing Materials Spades, hammers, nails, saws, etc.	Memorial Park 5mins drive. Portaloo with washing facilities can be provided.	Sean Kerr	Funding for materials available	A		TBC
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	C		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		TBC

Appendix 4 Green Spaces & Amenities Unit: **Community Payback Work Plan 2026**

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		TBC
Parks Schemes										
Queens Park	Prepare and repaint park railings	Any	90 days	Paint Brushers Wire brushes Paint scrapers Brush and shovels	On site	Mark Holt	Funding for materials available	A*		Started 2025 on going project
Scott Park	Remove moss from underneath benches	Any	Ongoing	Scrapers, brushes	All parks have toilet facilities.	Mark Holt		B		On going
Scott Park	Path edging, leaf clearing, topping up woodchip on playgrounds, topping up sand play area,	Any	Ongoing	Spades, half-moons, string, gulley scoops	Toilets in the park	Mark Holt		A		On going
Scott Park	Painting Park railings on Scott Park Road	May-Sep	4-5 weeks	Paint, primer, , brushes, scrapers, paint kettles, tubs –	Toilets in the park	Mark Holt	All Materials provided by Mark Holt	A		2026
Padiham Greenway	Removing old knee-rail and chicken wire fencing &	Any	5-10 days	Saws, spades, picks, wheelbarrows	500m	Sean Kerr		B		2026

Appendix 4 Green Spaces & Amenities Unit: **Community Payback Work Plan 2026**

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
	cutting back/trimming vegetation, cutting back small trees overhanging the path									
Ightenhill Park	Painting Park railings, edging lawns/paths, leaf clearance	June /July	20 days	Paint, brushes, etc, rakes, half-moons etc.	On site	Sean Kerr	Paint, primer, Kurust, brushes, scrapers, paint kettles, tubs – all supplied by Sean	A		2026
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	Sean Kerr		A		On going
Thompson Park	Path edging, leaf clearing, topping up woodchip on playgrounds, topping up sand play area, cleaning under benches, restoring	Anytime	All year	Spades, half-moons, string, gully scoops	Toilets in the park	Mark Holt		B		On going

Appendix 4 Green Spaces & Amenities Unit: **Community Payback Work Plan 2026**

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
	benches, installing bins									
Calder Park	Path edging, litter picking, weeding and general improvements	winter	5 days	Spades, Hoes, half moons	Ightenhill Park	Sean Kerr		<u>B</u>		1.3.23
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>		Ongoing

Appendix 4 Green Spaces & Amenities Unit: **Community Payback Work Plan 2026**

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	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>		2026
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>		Expected start date 2026 multiyear project
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>		<u>On going</u>
Towneley Park	Litter clearance after large event		1 day	Litter pickers and bags	On site	Damian Hartley	Damian Hartley to make contact	C		

Appendix 4 Green Spaces & Amenities Unit: **Community Payback Work Plan 2026**

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
	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>		
	Cutting back grass encroaching stone paths	Anytime	10 days	Stone, wheelbarrows, shovels, rakes	Various on site	Damian Hartley		<u>B</u>		
	Himalayan Balsam Control	During growing season April to September	20 days	Strimmers, bags	Various on site	Damian Hartley		<u>A</u>		
	Rhododendron removal	Outside of birds nesting season	10 days	Bow saws, loppers, mattocks		Damian Hartley		<u>C</u>		
	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		
	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		
Towneley woodland	Rhododendron removal & burning onsite	NOV- March.	3weeks	Saws and loppers.	200m	Roger rawlinson	Ongoing winter work.	C		

Appendix 4 Green Spaces & Amenities Unit: **Community Payback Work Plan 2026**

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
	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		