



Scott Park Management Plan 2024-2029

Jan 2026 update



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Introduction

This Management Plan was first produced and adopted in 2002, 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 Scott Park and to take account of feedback that is received from the Green Flag judges after each annual inspection.

The management plan for Scott 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 responsible for the day-to-day management of Scott Park in consultation with the Friends of Scott Park, parks staff and other officers of the Council. The section on the history of the park was written by Mr Ken Spencer.

Description of Scott Park

Scott Park is situated 1km south of Burnley Town Centre and comprises of 8 hectares of land provided from funds left in the will of Alderman John Hargreaves Scott, a former Mayor of Burnley, and was opened on 8th August 1895.

The Park is within a densely populated area and is extremely well used by the local community, for exercising dogs, visiting the play area, events and playing sport, etc.

Features of the Park include A bowling green and pavilion, two tennis courts, a ballcourt, pavilion with snack kiosk, children's play areas, bandstand, picnic areas, kickabout areas, and horticultural features such as bedding displays, rose garden, arboretum trees, etc.

A stream divides the Park into unequal halves and its winding valley, along with the hill, create the dramatic contours within the park.

The Park is the second oldest in Burnley (Queens Park was opened two years earlier) and is a well-preserved example of a late Victorian Park.



The new playground opened in 2020

The Park has a friends group formed in 2002 (The Friends of Scott Park), which, as well as acting as a strong pressure group, organises park events and raises funds for improvements and events in the park. Awards For All grants have been secured over the years by the group for Park improvements, including providing power to the bandstand, installing a zip line, installing outdoor exercise equipment, purchasing tree labels for a tree trail and to fund activities and events for the community.

Recently the friends group numbers have expanded with members now volunteering in the park working alongside the parks gardening team and the green coordinator had some great results which include helping cutting back shrubs and planting bulbs.

The Friends group helped renovate the Tennis Pavilion into a kiosk which is now managed by local school, students from Broadfield school who run the kiosk which helps them gain confidence and experience with running a small business they will be selling ice cream, tea & coffee and cold snacks. opening between 9am and 3pm initially to tie in with school times, after a successful first year the school now has plans to open in the school holidays as the business develops.

Other organisations involved in Scott Park include The Bowling Club, The Burnley and District Evening Tennis League, and local schools.

Scott Park hosts several events including a very popular annual Brass Band concert, organised as part of Burnley's "Brass in The Parks" season, pop concerts, Fun Days, bowls competitions and junior bowls events, Try bowls, tennis competitions, street league football on the ball court, Ranger events (which include environmental education events with schools), and local healthy life style and wellbeing activities. The local Surestart Centre also use the Park regularly for a variety of healthy lifestyle activities, such as Pushy Mothers, a weekly walk around the park with toddlers or babies in pushchairs.

Facilities in Scott Park include: –

- **Tennis Courts, Ball Court and Pavilion:** There are two tarmac tennis courts and a tennis pavilion immediately in front as you enter the main Park gates. Originally there were three shale courts but in 1996 they were resurfaced and painted, and in 2005 one of the courts was converted into a multi-use ball court. In 2023 through a Lawn Tennis Association grant the tennis courts had a new surface installed which included new nets & posts, at the same time a pay as you play scheme was also introduced where participants can book a court via a website. The local Tennis League uses the courts for competitions, and they also offer tennis lessons to local children. The pavilion was unused for many years; however, it has now been converted into a refreshment Kiosk and a disabled toilet facility which has proved to be very popular with park users.



Tennis Courts

- The pavilion was unused for many years; however, it has now been converted into a refreshment Kiosk and a disabled toilet facility
- At the start of 2025 Broadfield special school local to the park acquired the management of the pavilion kiosk this was to encourage students from the school to manage and run a small business Initially the kiosk was only planned to open during school term the school now has plans to increase this to include school holidays for 2026
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The Pavilion Kiosk

- **Bowling Greens and Pavilion:** Originally, they were two bowling greens situated near to the main gates on Scott Park Road. The top green was opened in 1897 and the lower one in 1915, In 2020 the lower green was transformed into a new toddler playground, and at the same time a perimeter fence was installed around the top green, between the playground and bowling green is the pavilion that was rebuilt in the 1980's. There is a thriving bowls club based at the park, with bowls matches taking place most days in the summer and casual games almost every day. There is also regular coaching of young players, the Bowls Partnership has invested in coaching equipment and holds open days to introduce and encourage new participants in the sport. The bowls season runs from April to October.
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Top Bowling Green

- **Playgrounds and Exercise Area:** The main Park playground installed in 2020 is situated on the old lower bowling and caters mainly for younger children, it is equipped with a rubber safety surface and complies with BSEN 1176 and 1177. They is also a sandpit equipped with a sand digger which has proved to be very popular.
Due to demand for more facilities for older children, the Friends acquired a grant to purchase and install a zipline, this was installed in Spring 2015 then in 2020 with help from the Friends group a basket swing was added, in the same year the newly refurbished helicopter climbing frame which had been in the park for many years was reinstalled and sited slightly above the bandstand area and has proved to be very popular.
Also purchased by the Friends were four items of outdoor exercise equipment installed in 2014 and sited adjacent the tennis courts. The group plan to expand this site as soon as more funds become available.
All the play equipment and exercise equipment are inspected on a weekly basis and any repairs identified can then be quickly repaired via the councils in house playground maintenance team records are also kept of all inspections and repairs.



The New Playground

- **The Bandstand:** The bandstand is the centrepiece of the park, standing at the top of a banking overlooking the stream and Fern Road entrance, with good views of the town to the north. It is an original feature of the park and comprises of an octagonal stone plinth with cast iron pillars supporting a slate roof. Brass band concerts are organised by the Friends every summer, power is now available, paid for by the Friends in 2008, allowing more varied events, to be held such as pop concerts.



- **Scott Monument:** The memorial itself is situated to the rear of the tennis courts and overlooks the stream and duck pond at the top of a banking. It consists of a bust of Mr. Scott set on a plinth within a memorial dedicated to his memory. The monument is surrounded by railings and the base seeded annually with a wildflower mix. Recently some movement of the pillars has been detected, and the monument has had to be fenced off to prevent access. The Council is presently working on securing funding for complete restoration. Information about Mr Scott and the Park's history can be found on the main entrance sign.



Scott Monument

- **Toilets:** There are two public toilets in the park, one attached to the bowls pavilion and the other in the tennis pavilion. At the Bowls pavilion there are Ladies and Gents toilets available for the public, these are basic facilities equipped with stainless steel utilities. The toilet at the Tennis pavilion has been adapted for disabled use and is equipped with a baby changing unit. The door is kept locked with a RADAR key, the Gardeners and Rangers can provide access for anybody without a key.
- **Gardeners Compound:** The gardeners' compound is situated in between the playground and bowling green close to the Scott Park Road/Manchester Road junction and has two access points, one via Scott Park Road and the other in the park itself. The compound houses two buildings; the gardeners mess room and a storage barn, there is also a large yard area. The barn

is used for storage of equipment and machines, etc. and materials such as mulch, topsoil, etc. are stored in the yard, a skip is available for general waste green waste is also stored here for short periods before being taken for recycling the recycled material is then used throughout Burnley's parks. The yard is fenced and secure, however the possibility of cctv coverage is being explored for extra security. At present a volunteer uses the compound to restore Park benches for all the town's Parks.

The rest of the park was originally laid out with ornamental bedding near the bowling greens and main entrance, these beds in recent years have been replanted with herbaceous and perennial plants, they are also rose beds, shrub & herbaceous beds, lawns (formal and informal), & woodland, to be found throughout the park with a picnic area located near the Fern Road entrance.

To encourage a diverse range of wildlife several areas are left unmown as meadow, mainly woodland, a few bulbs and wildflowers have been planted here. The meadow and differentially mown areas have developed along with the Rethinking Parks initiative (see Appendix) and in 2014/15 the Council's ecologist assessed all Burnley's parks, recommending mowing regimes for all areas.

The park is very popular with local dog owners who use the park to exercise their pets there are local bylaws to ensure pet owners clean up after they pets and this is enforced by the park Ranger team who issue fixed penalty notices for anyone not abiding by the local bylaws.

The main bus route from Burnley to Manchester runs past the park and a stop is adjacent the Manchester Road gate.

The Vision for Scott Park

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

“Scott Park will be a dynamic and sustainable public park that meets the needs of the community. The park, through its improvements, will help contribute the development of Burnley as an attractive and prosperous market town.”

Figure 1. Illustrative Plan of Scott Park



The History of Scott Park

Summary of Historic Interest

Scott Park is Grade 2 listed in the English Heritage Register of Parks and Gardens of Special Historic Interest. It was designed by Robert Murray and opened in 1895 with additional sports areas added in the early 20th Century.

Historic Development

Scott Park is named after John Hargreaves Scott, a prominent Burnley businessman, Alderman, and Mayor in 1871-73. Scott and his wife had no children. In 1880 he made a will leaving the majority of his estate to his wife, the residue on her death to be used to purchase and lay out a public park for the people of Burnley. Scott died in 1881 and Mrs Scott in 1884. Scott's trustees, Alderman G. Sutcliffe and R.J. Hurtley eventually purchased 7.3 ha. of the Halstead (Hood House) estate to the south of the town.

The design for the Park was by Robert Murray who had been responsible for the design of Queens Park, opened in 1893 in the north-east of the town. Murray subsequently became its superintendent. As at Queen's Park the Borough Surveyor, F.S. Button was responsible for the construction of the boundary walls, lodge, bridges, shelters, and paths, at Scott Park aided by his assistant G.H. Pickles. As part of the Park works a new 12m wide road, Scott Park Road, was constructed at the north end of the Park linking Manchester Road, to the east, with Coal Clough Lane, to the west.

The Park was officially opened on 8th August 1895 by the Mayor, Alderman Mitchell who also received the deeds for the Park, from Scott's trustees, on behalf of the people of Burnley. A monument to Scott, designed by the then Borough Surveyor, G.H. Pickles, was unveiled in the Park in 1898. A bust of Scott, sculpted by John Cassidy of Manchester, was added to the monument in 1899.

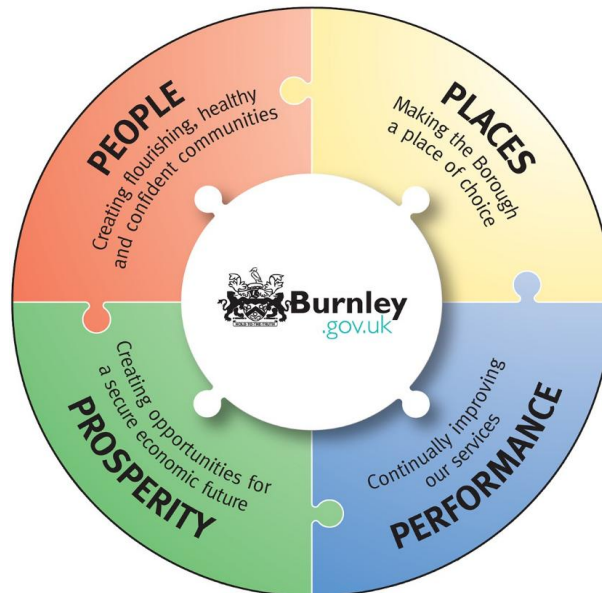
A bowling green was added in 1897 and a second green and tennis courts added in the early 20th Century. In the late 20th Century the former 0.6ha site of Hood (formerly Lower Hood) House, lying between the Park and Manchester Road, was added to the Park.

Scott Park remains in use as a public park and in the ownership of Burnley Borough Council.

Policies Relevant to Scott Park

Corporate Strategies

The Council's strategic objectives are summarized in the diagram below.



For further details of corporate strategies relevant to Scott Park, please see Appendix I.

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. Scott 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
	Hapton Park	3.8
Neighbourhood parks	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 status.

The strategy identifies a number of recommendations that are relevant to Scott 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' program with the aim of protecting the quality of Burnley's parks from the impact of the government's austerity program.
PG3	Endeavour to maintain Green Flag status for the 6 'town' and 'district' parks
PG9	Progress the restoration of the Scott memorial, bridges, pond and other park features in partnership with the Friends of Scott Park

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 endeavor 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](https://www.burnley.gov.uk).

Annual Service Plan

Actions from the Green Spaces Strategy are included in the GSA 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 GSA annual service plan.

Burnley Play Strategy

The full strategy is available to view at Green Spaces, however the section relevant to Scott Park is included in the Appendix. This Strategy identifies that the Council will work with the Friends of Scott Park to provide a new play area, preferably located on the lower (under-used) bowling green.

Tree Management Policy

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

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 Scott 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.

Scott Park also has an important role in sustaining a flourishing community in the area. The Friends of Scott 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.

Scott 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.

Byelaws

Scott 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

Scott Park is designated as an area where dog fouling is not permitted, under measures introduced through the Dog Control Orders. Dog fouling is enforced by the park ranger service and by the Council's contractor Kingdom, which is able to issue Fixed Penalty Notices directly to offenders.

The Dog Control Orders will be replaced by Public Open Space Protection Orders.

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, and 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

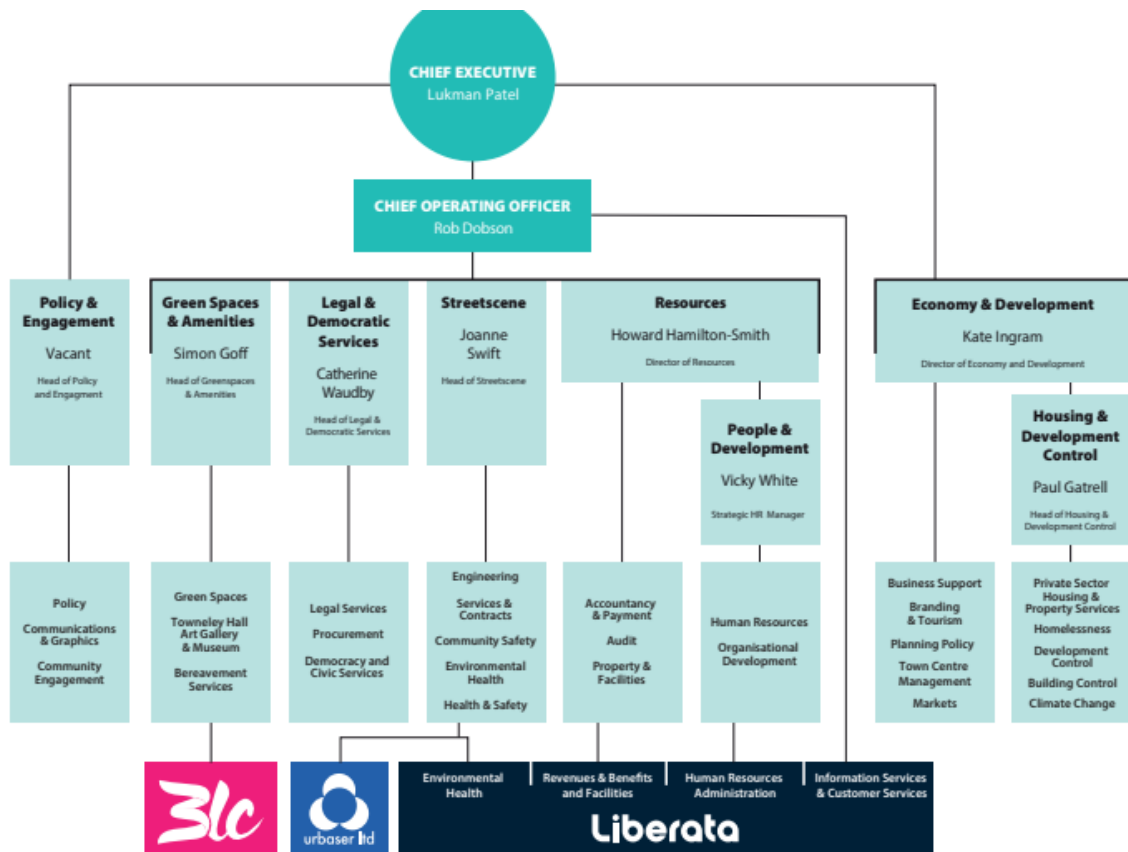
Scott Park is covered by a Designated Public Places Order (covering all major parks), which gives Police powers to act against anti-social drinking. Joint park ranger and police patrols are undertaken within the park to control the problem of groups of underage youths drinking and the situation is presently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

The consumption by people over 18 of small amounts of alcohol during some park events is permitted. However alcohol has never been sold at events in Scott Park.

Existing Management and Maintenance

Scott 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



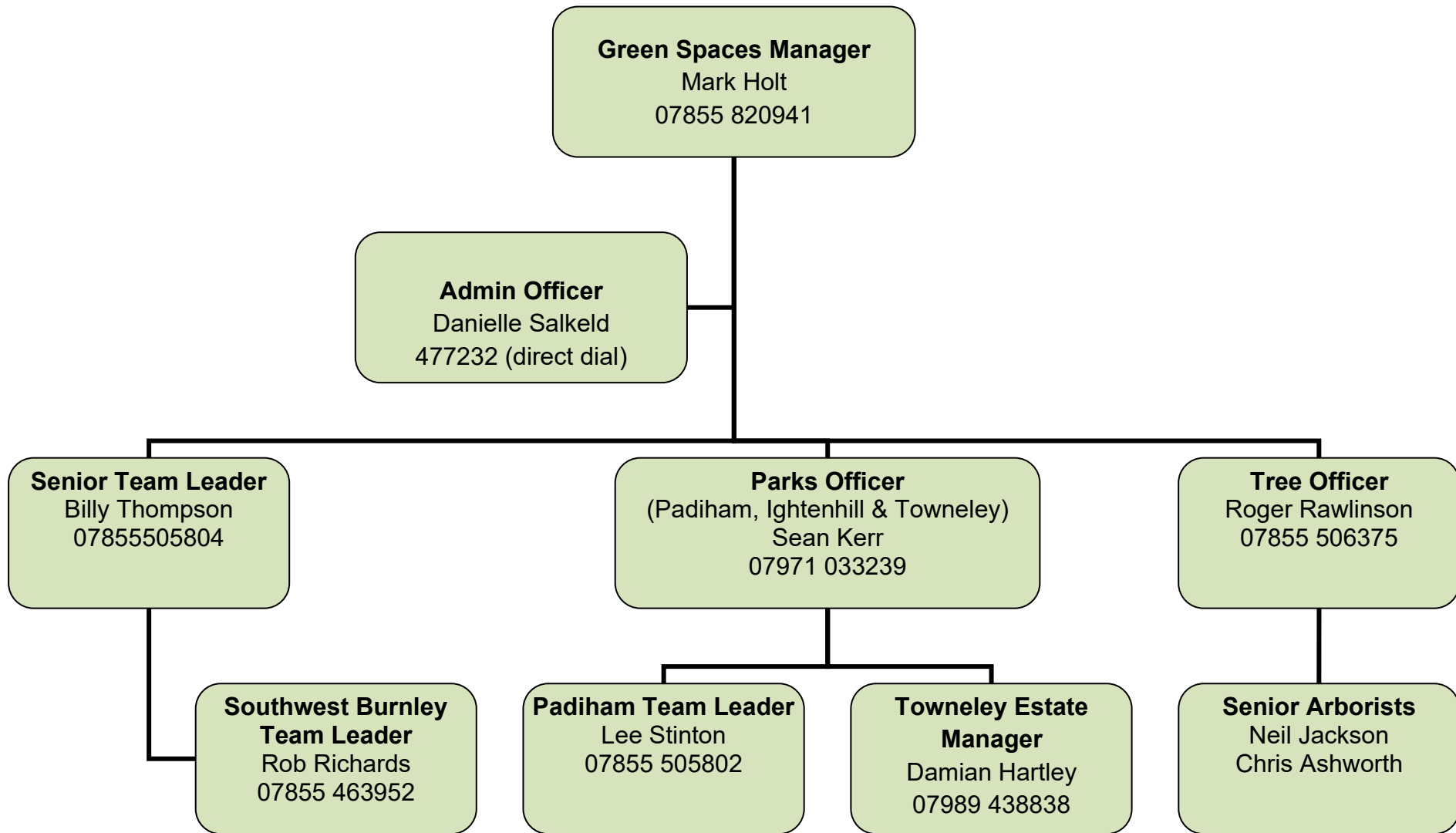
Green Spaces & Amenities are responsible for management and maintenance of 550 hectares of green spaces within the borough. Three neighborhood green space teams directly employed by GS&A deliver the service. Each team is based in a district park and maintains both the park and surrounding green spaces. 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 neighborhood green space team based in Scott Park consists of a Team Leader, three full time gardeners, 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, enforcement of littering and dog fouling, helping to organize 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 neighborhood teams. This resource includes a green spaces Manager, Parks Officer, Tree Officer and a Play Officer. (A diagram showing the staff structure of GS&A is shown below

Structure A – Parks & Greenspaces Section



The management of Scott Park is the responsibility of the Greenspace manager who directly manages the neighborhood teams and liaises closely with community groups (including the Friends groups), sports clubs, park rangers, etc. The Green Spaces manager has full responsibility for all aspects of the management of the park and a small budget for equipment, materials, etc. There is also a separate budget for park events and nurseries. The Green Spaces manager attends the Friends meetings and because he has full management responsibility for staff, he is able to act immediately on matters raised by the group.

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 Green spaces manager who has full management responsibility for the area, including Scott 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. At present an enthusiastic local volunteer provides invaluable help with litter picking.
- Peak times of work, such as school holidays, 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 bridges.

Any property repairs that are required are reported by the Green spaces manager 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 of the buildings and structures in the park.

Details of Staff that work in Scott Park

Name of Post	Managed by	Main duties	% time dedicated to Park	Based in Park Yes/no
Apprentice Gardener	Team Leader	Under the supervision of the Team leader all aspects of Horticultural maintenance	90%	Yes
Gardener	Team Leader	Horticultural maintenance	20%	No
Team Leader	Green spaces manager	Supervises gardeners. Horticultural maintenance	40%	No
Park Ranger	Senior Park Ranger	Patrolling Park & supervising undertaking enforcement, managing ASB and involvement with events, etc.	15%	No
Green spaces manager	Head of service	Manages Neighbourhood Team Liaises with users & Friends group. Implements management Plan. Organises events. Green Flag application & liaison	5%	No
Sweeper Driver	Parks Officer	Sweeping Scott Park using mechanical sweeper	6%	No
Other Staff				
Tree Officer + tree team	Green spaces manager	Tree team undertakes all tree work in the park	3%	
Playground Officer + play team	Green spaces manager	Maintaining play equipment, ballcourts, skate ramps. Etc.	2%	No

Management and Maintenance Budgets

The overall budget for Scott 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 in Scott Park 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. Specialist equipment such as stump grinders, mobile platforms, etc. is hired as required.

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 included in the Appendix.

Community and Volunteer Involvement in Managing Scott Park

The Friends of Scott Park.

The Friends of Scott Park was originally set up in 2000 due to pressure from other community groups in order to solve the serious anti social behaviour problems in the park. The Park was seen as a haven for underage drinking, drug taking, vandalism and violence. Users and locals decided enough was enough and the Friends were formed, groups involved were the Bowls club, Tennis League, Scott Park residents, ward Councillors, Police, and youths from the area. Initial meetings were fractious and disorganised, with each group only interested in their own problems, however, eventually the main problems were identified, and improvement plans initiated.

The main problems were:

- Locking of the park – sometimes it was left open, and railings were too easy to climb.
- Bowls – conflicts between bowlers and youths leading to vandalism to the greens and pavilion.
- Dog fouling and litter
- Tennis – continual disruption of tennis league games, and vandalism to the courts.
- Antisocial behaviour.
- Playground – younger children being afraid to use the playground.
- Lack of facilities for teenagers – complaints of ‘nothing to do’ and requests for a ballcourt.

Over the next 5 years these complaints were addressed and solved if possible

- The Park was locked at night and funding sought to improve the railings.
- The Bowls Partnership is working with young people to increase awareness of bowls, providing coaching and competitions.
- The Rangers have enforced dog fouling and litter legislation and fined offenders, and more dog and litter bins have been installed.
- A Ranger is now based in the tennis pavilion, ensuring organised games can go on without disruption. Coaching sessions have been introduced.
- Work with the Rangers, the Police, and PACT, has dramatically reduced anti social behaviour. A Ranger based in the Park and a CCTV camera has helped.
- As part of the Teenzones project a Ballcourt has been built on one of the tennis courts, this has proved to be very popular.

Unfortunately, the resolution of most of the problems caused the Friends group to dwindle and eventually it stopped meeting. However, the councillors were keen to keep the group going and it was re-launched in September 2005 with aims to increase the quality of the Park and not purely to tackle anti social behaviour. Early meetings have proposed additional planting, more events, wildlife surveys and workshops, etc. By February 2006 a committee had been formed, and the group was ready to start work. Early projects included a bird box making workshop and assisting with the summer's brass band concert.

More recently funds have been raised for shrub planting, installing power to the bandstand, noticeboards, fencing, exercise and play equipment, and sports coaching and the installation of a new playground on old lower bowling green which hadn't been used for several years. The Friends and the Council are presently jointly seeking funding for the restoration of the monument and , improvements to the pond.

An example of minutes is included in the appendix.

Other Community Groups.

In addition to the Friends Scott Park has always been a popular park used by a wide variety of other groups. These include: -

- The Bowling Club – regular tournaments are held, there is coaching available and events around the green. The green is left open during the winter, and this brings in bowlers from all over the town.
- The Tennis League – Matches are played 3 nights a week during the summer and coaching is available, either privately or via the Council's Sports Development Unit. Casual play is available for a small charge throughout the year.
- Street league – Football competitions between local communities are held on the ballcourt throughout the year. These are organised by the Sports Development Unit, the Burnley Community Safety Partnership, and Burnley Football Club. A team from Scott Park will also be competing in the new midnight soccer league, a competition for 14–16-year-olds organised for the winter. Unfortunately, as Scott Park is not floodlit yet it cannot be used for this.
- Local schools (Holy Trinity, Coal Clough, Rosehill) use the Park for recreation and educational events run by the Rangers.
- Trees for Burnley carry out occasional tree planting.
- Scott Park Residents Association are actively involved and attend Friends meetings.
- The Police (who attend Friends meetings as required)
- Surestart

There are numerous other casual users of the park, dog walkers, local residents, bird watchers, etc who are regular visitors and contribute to the varied use of the park.

The Park Friends Forum

Each of the 5 Friends groups in Burnley 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.

Volunteers

The council's rethinking parks programme has been successful in Scott Park and apart from the Friends Group, there are several local volunteers who have assisted with Park maintenance. At present there are two regulars, one assists with litter picking every morning, and a retired joiner has recently renovated all the seats in the park.

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.

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.

Five of the six main parks in Burnley (including Scott 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.

Scott Park has held a Green Flag Award since 2006, it has retained the award largely thanks to the enthusiasm and commitment of the friends and general good maintenance in the park and steady progress to improve facilities.

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	• Handrails on steep sections of path through wood. • Shortage of seats on which to rest. • Access generally good for disabled although some paths are steep. • Some paths in poor condition	• Install more benches • Continue footpath resurfacing programme
Entrance signage and information	• Existing main entrance sign and notice board. Friends have purchased notice boards for 2 additional entrances and the tennis pavilion • Brown signs on Manchester Road and Coal Clough Lane • Notice boards have been installed at the 3 main entrances	• Ensure contact details for Ranger Service are well advertised • Up to date friends group minutes and contact details for friends group
Events	• An established programme of community events and brass band concerts • Power installed to bandstand increasing range of potential events	• Develop the existing events programme by hosting more events in partnership with the Friends. • The Friends group are keen to develop the events programme as capacity allows with emphasis on performances and links to local groups
Friendly and approachable on-site staff	• 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. • Investigate 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	• More seating required • Tennis and Ball court recently refurbished	• Provide additional seating within park
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. • Litter cleared daily and dog waste bins available • Pond in need of redesigning to avoid build up of silt	• Preserve green character of park • Continue high standards of cleaning and maintain enforcement & education activities by rangers. • Seek funding for redesign of the pond
Cycling within the park	• Cycling presently prohibited	• Consider allowing limited cycling on designated paths through the park

Issues that require capital improvement

- Playground refurbishment
- Additional seating
- Improved signage
- Tarmacing
- Redesign of pond area

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 • 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 • Some paths in need of resurfacing • Park has a full annual inspection	• Implement recommendations from the Footpath Condition Assessment and Access Audit
Control of dogs	• Responsible dog owners are encouraged to visit Scott Park • Dog fouling has been actively enforced by ranger service since 2002 with targets set. • Friends have purchased dog waste bins for the Park	• 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 all park buildings and vehicles. • Trash grids have been replaced to enable them to be kept clear safely. • Pond requires attention	• Develop and maintain a park health and safety file and operating procedure. • Proposal to remove pond and create a flowing channel as the existing pond silts up rapidly after dredging
Traffic and Parking	• Potential vehicle/pedestrian conflict at depot entrance. • No car park, limited amount of on street parking	• Discourage park users entering via depot gate.
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 • Training needs are identified in regular 1 to 1's and annual PDR.	• 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 and Surestart but much more can be done to extend the supervised sports, healthy living activities via the tennis courts, bowling greens, etc • Friends have sports equipment available for use by organised groups • Outdoor exercise equipment available near the tennis courts	• Encourage more use of the sports equipment available via the Friends • Ensure healthy lifestyles activities continue to be delivered in Scott Park

Issues that require capital improvement

- Replace old and worn out play & sport equipment as required
- Implement footpath improvements to reduce slips, trips and falls

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. • Sufficient bins are placed throughout the Park, but some are in poor condition.	• Old bins require replacing – A new “Burnley Bin” has been designed for the HLF restoration of Thompson Park, these bins are to replace all Park bins 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	• 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
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 • Complaints can now be sent via the love clean streets app which go directly to the right department making for a quicker response.	• None identified
Maintenance of buildings and features	• Maintenance systems for the public buildings in the park are generally good. Faults are usually promptly rectified. • The monument requires restoration • Pond area requires redesigning	• Monitor and review maintenance of buildings in park to ensure standards are achieved. • Identify costs and secure capital funding for memorial restoration • Improvements to pond area
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	• Funding required for relocation and upgrading of playground

Issues that require capital improvement

- Provision of new litter bins
- Improvements to playground
- Restoration of Scott Memorial
- Improvements to pond area

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 taken to the main depot at Queen's Park for composting - Fallen leaves are either composted in the park or delivered to local allotment sites	- 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 Southwest Burnley	Continue good practice
Annual bedding	Several former annual flower beds are now planted with perennials	Implement designs that use perennial planting 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 depot mess room and tennis pavilion have poor insulation - The toilets are unheated - The bowls pavilions are used largely during April to Sept with little or no winter use	- Investigate energy conservation in depot facilities - Consideration is being given to installing a wood burner as part of the Rethinking Parks programme
Use of herbicides, pesticides and fungicides	- Herbicide use is restricted to controlling weeds on tarmac surfaces. - The bowling greens are managed using as few chemicals as possible, organic fertilisers used. - Problems are experienced controlling moss on tennis courts and suitable organic products need to be identified	continue current practices
Biodiversity	- A phase II habitat survey has been completed - Public consultation emphasised the enjoyment and high value visitors place on wildlife - Woodland areas are un-mown and wildflowers and bulbs planted by community groups	- Manage the park for maximum biodiversity and wildlife benefit - train staff on biodiversity and conservation - 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

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 - Park is Grade 2 listed by English Heritage.	Ensure PDR process used to identify and meet training needs
Protection of built heritage from inappropriate maintenance or development	- Scott memorial in need of restoration. - Bridge parapets require replacement - 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	- Progress an HLF application for restoration of park features including the Scott Memorial, bridge parapets, pond and other features - 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.	A consistent style of seat and bin has been chosen and all new bins and benches are to be of this design.
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 - 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
- Restoration of Scott Memorial

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 Scott Park	- The group is well established, 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 - A volunteer programme is being developed through Rethinking Parks, there are currently two volunteers in Scott Park	- 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, tennis league, Surestart, 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
Schools	- The park is used by local primary schools for environmental and play activities, but use is infrequent and ad-hoc - Broadfield a local secondary school is to develop the café in the park for students gain experience of running a small business	
Wider community	A good mix of events and activities are organised	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	

Issues that require capital improvement

- none

7. Marketing

Green Flag Objective:

To increased the use and enjoyment of Scott 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 Scott Park although much marketing and promotion activity does take place through: • Park notices boards • Newspaper adverts for events • Posters in park/in shops • BBC website • Word of mouth • Banners promoting events. • Brown tourist signs • Entrance signs • Articles in press • Promotion of Green Flag awards • Flying the green flag at entrance	• Develop a simple marketing plan for Scott Park to provide a clear direction for promotion and marketing activities • Strengthen marketing and promotion with the user groups, particularly the sports and healthy exercise offer. • Undertake customer satisfaction surveys at events in the park • Develop a FOSP website • Publish a 'Burnley Parks Guide' • Improve signage and interpretation
Communication	• Other council departments and partner organisations may lack awareness of role of Scott 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 Scott Park include:

- Annual Brass Band Concerts
- Annual pop concert
- Volunteer/Friends group bulb planting.
- Trees For Burnley Tree Planting and Woodland works
- Ranger guided walks.
- Annual Fun Day
- Christmas and Easter events, (such as Easter egg hunts)
- Orienteering
- Bowls events and competitions including the Annual Open Day
- Tennis Competitions
- Street league competitions
- Sports Development led Events such as SHOUT, SPLASH,
- School Field Trips
- BEEP activities such as walking for health, bowls coaching, etc.
- Surestart activities, e.g. Pushy Mums, picnics, 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 Scott Park since 2002. 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	- 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 - Scott park has held a Green Flag since 2006	- Improve procedure for scheduling, monitoring and reviewing maintenance operations and standards - Continue to participate in 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 Scott 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.

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 Southwest Burnley area, including Scott Park.
- The park has one site-based Craftsman Gardener.
- There is good support from the in-house tree and playground teams.
- A park ranger is assigned to Scott Park
- VIP programme recruits' volunteers to support the Gardeners.
- 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.

Volunteering Activities

The management and maintenance of Scott 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. 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 new rethinking Parks initiatives will seek to develop the volunteer programme further and will eventually have volunteer members of the public working alongside staff carrying out day to day duties.

Training and Development

The Council recognises that sustainable improvements in the management and maintenance of Scott Park can only be achieved if staffs 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 GSA 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 Scott 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.

Monitoring and Review

This management plan has existing and has been updated annually since 2002 under the review of the Friends of Scott Park 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:

- Number of littering and dog fouling enforcements 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. [Development Action Plan](#)
3. [Proposed Park Events](#)
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

Friends of Scott Park
Scott Park Road
Burnley
BB11 4JN

✉ scottparkburnley@yahoo.com



Minutes of Meeting, 16th September 2025

Attendees: Val (chair), Phil, George, Wendy, Becky, Mark, Pete, Justin, Arthur, Sara, Jo, Henry, PC Sharon Clark and colleague, Lisa.

Apologies: Ed, Steve

1. Scott Park entry into Britain in Bloom

Judging had taken place on 6th August 2025. There had been positive comments on the day, but we will not know the outcome until the North West Britain in Bloom presentation, which is being held on Thursday 6th of November. There are two tickets available. If anyone would like to go, please let me know ASAP.

2. Dog waste and litter bins

Dog waste bins are being phased out.

3. Fun Day 2025/26

- **Justin agreed** to find some musicians to perform. The Council can provide a generator for them to use.
- **Agreed** to ask **Steve** about using a climbing wall provided by the Territorial Army.
- **Agreed** that **Wendy** would generate some ideas for a treasure hunt for families and children, possibly based on the orienteering quiz used for last year's walks in the park.
- **Phil agreed** to let Carly know the date – 14th June 2026.
- **Agreed** to have the crazy golf again but not the birds of prey and ferrets.
- **Henry agreed** to investigate traditional races, e.g. sack race and egg-and-spoon, with Park Play.
- Other suggested activities:
 - wild flower bombs and targets
 - fire eater
 - mascots/heroes in costume

4. Bands in the Park 2025/26

- **Agreed** to have two bands again next year. It was suggested that the first could be generic (e.g. Motown music or ska) and the second a specific tribute band. We could also ask a local singer to perform in the interval.

- Suggestions for bands next year: The Doors, Madness, Ozzy Osbourne, Motown. **Agreed** that members should share further suggestions to the WhatsApp group as soon as possible.

5. Kiosk

Broadfield School were planning to re-open the kiosk after the summer break. Although we welcome their involvement, it would be useful to open it at weekends and in school holidays, when it is likely to be busiest. Apparently one teacher or teaching assistant had suggested she may be willing to volunteer.

Mark agreed to chat with Kieron about the terms of the agreement.

6. Park Play

Numbers are picking up.

7. Finances

The group has around £20,500 in the bank, about £2,000 more than this time last year. **Agreed** that we could spend some money on plants, wild flower seeds and wood carvings.

8. Any other business

- a) **Notice board, Scott Park Road entrance** – this has been repaired and should be installed soon.
- b) **Toilets** – improvement plans are stuck in the planning system.
- c) **Trees** – these are never cut down for height. Roger the tree officer was to inspect all trees in the park following the recent storm.
- d) **Volunteer gardeners** – there are now 7, working with Henry on Monday mornings. **Agreed** that we need to take photos of volunteer-led events.
- e) **Tables** – **Henry agreed** to source some for which we can reimburse him.
- f) **Volunteers for Burnley Year of Culture 2027** – details of these roles are on Facebook.
- g) **Nature Festival, 5th October** – we are unable to provide a stall this year but hope to in future years.
- h) **Talk to children at Coal Clough Library about trees in October half term** – **Henry agreed** to do this and will contact Amy Adams, the library manager, to organise it.
- i) **Racist incident** – as PC Sharon had had to leave, **Becky agreed** to raise with the recent incident of a young boy being racially abused by young children.

- 9. Date of next meeting:** **Agreed** to have a Teams or Zoom call re: the Bands in the Park as soon as appropriate. Christmas Social – 8th December, 7.00 p.m., Greenhill Club

Appendix 2
Development Action Plan

Appendix 3

SCOTT Park Development Action plan

PO = Parks officer
TL = Team Leader
FOSP = Friends of Scott Park
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	The main park gates require a full restoration to prevent further Deterioration		PO, Property services	Specialist restoration company Appointed work planned for 2026/27
	Original Park railings in need of repainting	£1000	PO, Community payback team	work planned to start 2026

1.2 Good and safe Access	Manage sightlines throughout the park		TL PO	Ongoing
	footpaths within the park require keeping clear of debris such as leaves to reduce potential trip hazards		PO, TL	mechanical sweeper used regular to clear paths, resident Gardner inspects daily and reports any issues
	Improve access at the Carr Road entrance		PO, TL	planned for winter2025/26
1.3 Signage	Scott Park Rd entrance notice board requires repairing	£300	PO	completed 2025
	Carr road Entrance notice board requires better position		TL	completed 2025
	Consider installing directional signage throughout the park	£500	PO, TL	To Discuss with Friends group 2026/2027
	Signage required on toilet block with seasonal and opening times	£100	PO, TL	To be done as part of the toilet restoration project projected to start in

				2026
	Consider adding a measured walking route through the park	£500	PO FOSP	To Discuss with the FOSP group
1.4 Equal access for all	Anti slip surface is required on some of the steeper sections of footpaths within the park		PO, Burnley engineering, property services	sections of path identified planned work to start 2026/27
	Easier access required for less able members of the public to access the seating area above the Bowling Green		PO.	As part of the refurbishment to the existing toilet block this section will be redesigned to create a better access, work planned to start 2026
	wheelchair access onto bowling greens		TL, PO	completed 2025
Achievements 2025				
2 Health, Safe and Secure	Legionella		TL, PO	Legionella checks done weekly completion sheets completed and returned

	Playground safety		PGO, TL	weekly inspections carried out by trained operative in depth inspections carried out monthly. Annual inspections carried out by independent assessor
	Local PCSO holds drop-in sessions for local people to attend throughout the year		PCSC, FOSP	Advertised in the notice boards
	Summer branch drop		TL, Tree officer	GS&A Trained to identify potential hazards a report immediately
	Investigate options to have a Defibrillator installed within the park		PO, Property services, FOSP	Identify possible funding options 2026
2.1 Facilities and Activities	Pavilion cafe		PDO, PO FOSP	Broadfield special school local to the area took over the management of the pavilion cafe to provide students

				with experience in running a small business opened spring 2025
	Park play		Burnley leisure	ongoing summer months
2.2 Safe Equipment and Facilities	GS&A To continue ROSPA inspections and act on finding has appropriate		GS&A TL PO	Ongoing
	Defects are recorded on GS&A timesheets 6 biannual safety inspections of parks carried out by parks officers		PO TL	Ongoing
	Fuels and pesticides stored within the depot		PO TL GS&A	Approved storage units' compliance with COSHH regulations and Inventory log kept up to date
	Install Wi Fi into the depot the help monitor security more effectively	£2000	PO, Property Services	Ordered waiting for installation expected early 2026
2.3 Personal Security	CCTV system requires updating to cover a wider area of the park		PO, Property services	Planned 2026/27
	Lighting columns required through		PO, property services	Funding required

	the main walkway within the park		FOSP	
2.4 Control of Dogs/Dog Fouling	Dog control order in place within the park		Park Rangers	ongoing
	Information boards Highlighting dog exercise areas		GS&A	Ongoing
	Park Rangers to continue dog fouling patrols issuing fines has required		PO, Park Rangers	ongoing
	Review trail of dog waste bag dispenser		PO, TL FOSP	Discuss with FOSP at next meeting early 2026
Achievements 2025				
3 Well Maintained and Clean	toilets cleaned daily		TL GS&A	Park based team inspect and clean toilets daily
3.1 Litter and waste management	Volunteer litter Events		FOSP TL Green coordinator	Ongoing
	Replace ageing litterbins with the new Burnley Bin		PO, TL	Ongoing
	Install euro bin housing units with recycling options		PO, FOSP	Funding required
3.2 Horticultural Maintenance	Winter and summer maintenance plans		PO, TL	Ongoing

	Work with community payback teams to help maintain footpath edges		PO, TL	Ongoing
	Perennial bedding schemes		PO, TL	Ongoing
	Pictorial and native wildflower areas		PO, TL FOSP	Started 2025
	Consider planting Perennial plants into meadow areas to increase biodiversity		PO, TL, Green coordinator	Discussions planned for 2026
	Look at increasing the Meadow managed areas within the park		PO TL	Spring 2026
	plant naturalising bulbs in the Meadow areas to create Diversity and early spring colour		GS&A FOSP TL Green coordinator	Ongoing
3.3 Arboriculturally Maintenance	Monitor for Ash die back		Tree officer	Ongoing, schedule in place to remove dead and dangerous trees
	Dig out self-seeded trees in shrubberies		PO TL	added to the winter work programme for 2025/26

	Monitor low hanging branches around footpaths and benches with regards to summer branch drop		Tree officer, TL GS&A	GSA Staff trained in identifying possible hazards which are reported to tree officer
	Create wooden carved sculpture trail utilising Tree poles		FOSP PO	To be discussed with the friends group 2026
3.4 Building and Infrastructure Maintenance	any defects found within buildings and infrastructure reported directly through online system providing quick response if required		PO property services	Ongoing
	The bowls pavilion and toilets require refurbishment		PO property services	Plans have been submitted and approved work schedule to start 2026
	The band stand requires refurbishment following recent structure failure		property services	Temporary repairs have been made to prevent further issues, work to commence on refurbishment once funding has been identified
	Scott Park monument		property services	funding and specialist

	requires extensive work including structural repairs			contractor required potential start date 2026/27
	Resurfacing work required around the bandstand		PO FOSP property services	awaiting funding
	Improve security in the maintenance depot		PO TL	Ongoing
3.5 Equipment Maintenance	GSA trained staff service horticultural equipment		PO TL	ongoing
	Only trained GSA staff operate machinery		PO TL	all GSA staff trained to LANTRA standards before operating and maintaining machinery
4. Environmental Management	Electrically operated equipment used wherever possible to reduce emissions		PO TL	Battery powered equipment purchased 2024 a brand-new electric vehicle purchased 2025
	Install EV charging stations within the depot		property services	Funding required
	Install solar panels with		property services	funding required

	battery storage units			
	Safe charging facility for lithium batteries		property services	Planned 2026
	Water harvesting system		property services	A small temporary system was installed 2025 funding required for a more substantial unit to be fitted
4.1 Managing Environmental Impact				
4.2 Waste Minimisation	reuse woodchip produced when removing trees		PO TL	Any wood chip that is produced within the park is reused underneath the swings and zip line reducing the need to transport off site
	Reduce the amount of leaf removal for example mow using mulching decks fitted to mowing machines		PO TL	Ongoing
	Shred green Waste on site and reuse has a mulch		PO TL GSA	Elliot mobile shredder acquired 2025
	Collected Waste		PO TL	ongoing

	from bins and litter picking activities sent to recycling depot			
4.3 Chemical Use	No herbicides used within the playground		PGO	Ongoing
	No residual herbicides used unless specified to control invasive species		PO TL	Ongoing
	Small mechanical road sweeper used to keep passages clear of weed growth		TL	Ongoing
4.4 Peat Use	No Peat based compost is used or purchased		GSA	GSA Policy
4.5 Climate Change Adaption Strategies	All fuel burning equipment and vehicles to be replaced with EV options as technology develops		PO	Some equipment has already been purchased for example hedge trimmers and strimmer's parks officers' vehicles all EV's a brand-new electric ATV purchased 2025
Achievements 2025				
5. Conservation				
5.1 Conservation of Landscape features	Green activity coordinator to		Green activity coordinator	Ongoing

	carry out ecological surveys with the community and then compared with previous years to identify improvement needs		FOSP	
5.2 Conservation of Buildings and Structures	Original colour schemes identified and reused on all refurbishments to buildings and railings to achieve the original look		PO Property services	Ongoing
	Commemorative benches		PO	existing park benches can be refurbished with plaques added creating commemorative benches proved to be popular with a much lower cost to applicants
Achievements 2025				
6. Community Involvement	Community run events		FOSP	The friends group run several community events including the very popular bands in the park event

	Broadfield a local special school manage the cafe for local people to enjoy		PDO, PO TL	started 2025 term time only expected to increase opening times starting 2026
	Historical guided walks through the park	No Cost	FOSP	A local historian conducts guided walks Followed by a hot drink and refreshments for all those attending
6.1 Community Involvement in Management and development	Continue to work with the friend's group to develop a sense of community ownership and involvement in the park		PO	Parks officer and other park staff regular attend The friends group meetings where discussions take place on events, park management and funding opportunities
	Involve the friend's group and the crown green Bowling Club with regards to refurbishment of parks buildings		PO property services	consultations had with both groups regarding the refurbishment for the bowls pavilion work schedule to start 2026
6.2 Appropriate Provision for Community	FOSP and green activities coordinator to increase outreach		Green activities coordinator FOSP	ongoing

	to schools social prescribing and residents			
Achievement 2025				
7. Marketing and Communication	Inform communications department on infrastructures and facilities development for press release		PO	Ongoing
7.1 Marketing and Promotion	FOSP Facebook page		FOSP	Ongoing
7.2 Appropriate Information Channels	Provide information to communications department for Burnley borough council Facebook page		PO	Ongoing
	Keep Park notice boards updated with latest information		PO	Ongoing
7.3 Appropriate Educational and Interpretational Information	Used notice boards within parks to advertise numbers and types of bulbs plants etc planted within the park		PO	Ongoing
8 Management				
8.1 Implementation of Management	Consult with friends' group and		PO	Provide a copy of this action plan to

Plan	have their input on the development action plan			the friends group and request feedback
	Discuss management plans at the team leader meetings with updates on progress			Team leader meetings held monthly

Appendix 3 Proposed Park Events 2026 as of Jan 2026

Event Name	Venue	Event Date/s	Event Time/s
Park Play	Scott Park	Every Saturday morning starting from TBC	10am - 12pm
Scott Park Funday	Scott Park	14 th June	TBC
Tribute Band in Scott Park	Scott Park	4th July	6pm-9pm

Please note that events are added as time progresses.

Appendix 4 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
	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

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 brushers 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 & cutting back/trimming vegetation,	Any	5-10 days	Saws, spades, picks, wheelbarrows	500m	Sean Kerr		B		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 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 benches, installing bins	Anytime	All year	Spades, half-moons, string, gulley scoops	Toilets in the park	Mark Holt		<u>B</u>		<u>On going</u>

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
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
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

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>		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		
	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>		

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
	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		
	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		