

Thompson Park

Management & Maintenance Plan 2016-2026

Jan 2026 update



Thompson Park Italian Garden

Prepared by:
Date:
Review

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Introduction



Purpose and scope

This management plan is a working document to guide the maintenance and management of Thompson Park and it will be used by Council staff and should be read by anyone with an interest in the park.

The plan has been prepared with reference to;

- "10-year Management and Maintenance Plan Guidance". HLF Oct 2012*
- "Guide to producing Park and Green Space Management Plans", CABI Space*
- "Raising the Standard – The Green Flag Guidance Manual" Cabi Space*

The MMP is intended as a document that will be developed and used over the coming ten years. It is therefore written in a manner that is intended to be easily followed. In Section 2 the plan follows the Green Flag Award format, and the chapters cover each of the eight Green Flag criteria and describe the current situation and state where improvements are required. The recommendation for each criterion is summarized as an action plan at the end of the plan chapter.

Generally objectives of the MMP are to

- Guide to the future management and development of the park
- Ensure that resources spent on maintenance of the park are used efficiently
- Encourage community involvement

- Ensure the park meets the recreational needs of users
- Ensure that any improvements funded by the Heritage Lottery Fund are maintained to a high standard
- Support future application to the Green Flag Award

The MMP Process

This MMP It has been written by Council staff who are directly responsible for managing the park and draws on information from a range of sources.

There has been extensive discussion with the design team for the park restoration project about each element of the restoration scheme and an iterative dialogue between the design of the restoration scheme and the management and maintenance of the park.

There has been consultation with the Friends of Thompson Park and input from Burnley Leisure, other officers of the Council and relevant local organisations including the Burnley Wildlife Forum, Lancashire Wildlife Trust, Civic Trust, etc.

The Green Spaces staff directly involved in preparing the management plan were:

Head of Green Spaces & Amenities
Parks Officer
Park Ranger
Horticultural Team Leader
Craftsman Gardener, Thompson Park

The MMP Structure

The following sections provide the structure by which the MMP objectives will be fulfilled

- The parks heritage, history, ownership and agreements
- The strategic and policy context
- User and visitor profile
- Review of past and current management and maintenance
- Key management issues, Green Flag criteria analysis and action plan
- Restoration proposals summary
- Vision and Objectives for Thompson Park
- Proposed landscape maintenance objectives
- Financial Plan and risk assessments
- Procedure for monitoring and review of the MMP

Section One – Understanding the Heritage

Figure 1. Illustrative Plan of Thompson Park



Description of Thompson Park

Thompson Park is situated approximately 1 km northeast of Burnley Town Centre in the valley of the River Brun, which bisects the park which cover an area of 10 hectares. To the north and south of the park are terraced streets of houses and to the east former collieries and brick works (now reclaimed as open space) and the Leeds Liverpool Canal. Thompson Park serves a large multicultural community, some of which is among the most deprived in the United Kingdom and provides much needed facilities and greenspace for the area.



The design is characteristic of the best public parks of this period. Designed as a place for healthy outdoor entertainment and exercise, the park retains almost all the original features including boating lake, paddling pool, play area, formal gardens, pavilion and lodge house and these traditional facilities remain very popular.

Thompson Park was constructed during the depression of the 1920's and is listed by Heritage England as Grade II in the Register of Historic Parks and Gardens for its special historic interest (<https://historicengland.org.uk/listing/the-list/list-entry/1001496>).

The park is classified in the Green Spaces Strategy as a 'Town Park' because the unique range of facilities it offers means that it attracts visitors from across the whole borough and up to a quarter of visitors are from adjoining boroughs.

There are three main entrances, two situated on Ormerod Road, and one-off Colne Road, in addition three minor entrances give access onto the canal, to Thursby Gardens, and to Bank Hall Park.

Description of Heritage Features

A brief description of the park's main heritage features is given below, with a more extensive description and details of restoration proposals contained in the Conservation Management Plan.

Entrances, Gates and Railings



Old gates before restoration



New railings after restoration

The main entrance to Thompson Park is situated on Ormerod Road and is marked by a double gate, of period design, on brick piers with stone finials and original plaques commemorating the opening of the park. There are pedestrian gates on either side.

Elsewhere the boundaries to the park are a more utilitarian style of vertical bar metal railings.

The Boating Lake



The boating lake covers approximately 1.2 hectares and is the Park's principal feature. It is concrete lined with stone cobble edgings and is filled from the River Brun and empties back into the river. The lake is spanned by an ornamental bridge which provides an excellent advantage for viewing the boats.

The boating lake remains a very popular feature in the park and is used by approximately 6,500 users per year. Because there are few similar facilities in Pennine Lancashire, it attracts visitors from as far afield as Manchester.

Two further bridges cross the River Brun, with low parapets and wrought iron balustrades and are linked by a riverside walk. Construction of the bridges used reinforced in-situ cast concrete which were innovative techniques in their time and of historic interest today.



Upper bridge



Lower bridge with new parapet railings



Corrosion of lower bridge parapet prior to restoration

The Boathouse



The Boat House following conversion to a cafe

The boathouse is a flat roofed brick and pebble dashed building typical of the 1930s character of the park. As part of the park restoration it was converted into a café that is open weekends and school holidays between April and September and is managed by Burnley Leisure Trust.

The Playground



Play area prior to refurbishment



Play area after refurbishment

70% of park users cite taking children to the playground as the main reason for visiting Thompson Park.

The playground was re-designed and fully refurbished during the park restoration with provision of inclusive equipment including a large sand and water play unit purchased second hand from Manchester City Council and completely rebuilt.

The toilets are also located within the curtilage of the play area.

The Paddling Pool



The paddling pool is situated adjacent the playground and close to the boathouse, measuring 32m x 8m. Its use is obviously very weather dependent. It is one of the only public paddling pools still in use the northwest and is extremely popular on warm days in the summer.

The pool is emptied, cleaned and filled daily (in good weather) with metered tap water controlled from a newly installed valve located next to the paddling pool.

The Miniature Railway



Miniature Railway & volunteers

The miniature railway is not strictly a heritage feature as it is a recent addition to the park (2000). However, it is in the fine tradition of park railways and has become one of the most popular facilities in the park and attracts visitors from across the Pennine Lancashire region.

The 71/4" gauge miniature railway is situated on the site of the former open-air school it was built entirely by volunteers from The Burnley and Pendle Miniature Railway Society with help from the Friends and first opened in 2000 with a short loop of track. There have been two further extensions, and the track now extends for approximately 1.5 km around the Beech and Italian Gardens, with path crossing and bridges over wet areas.

Engines and equipment are stored in three metal shipping containers partially buried and screened by trees and shrubs and a club house was recently constructed in 2012. The railway currently car-

ries up to 16,000 paying passengers per year and at busy times three or more trains are in continual use.

The club has ambitions to construct a traditional glazed station canopy on the existing platform and to add an extra line at the platform to allow for the uninterrupted passage of any through train on days when more than one train is running.

See Facebook: https://www.facebook.com/groups/bpmrs/?locale=en_GB

The Pavilion



Pavilion exterior following restoration



Pavilion exterior

The former tea rooms are situated in an elevated position overlooking the rose garden and the lake, although these views have become obscured by trees. The tea rooms closed in the early 1970s and the building was later used as the ranger base and as an environmental education centre and friends meeting room until 2012 when it was closed due to deteriorating condition.

It was restored and is now used for functions, events, training and is managed by Burnley Leisure Trust.

The Italian Garden



Italian Garden pergolas missing traditional bedding



Italian Garden following re-design and restoration

To the north-west of the lake is the sunken Italian Garden, laid out with 21 radiating triangular flower beds set in grass between gravel paths. The gardens have been restored and are planted with pollinator friendly herbaceous perennials.



The Italian Garden Shelters

Two attractive stone shelters with flat rosemary tile roofs are retained at either end of the Italian Garden. The shelters were both fully restored.

The Beech Garden

The Beech Garden consists of two large curved herbaceous flower beds surrounded by a high, castellated beech hedge and is an original feature of the park. The two larger beds are planted with a variety of species (Achillea, Aster, Campanula, Stachys, Heuchera, Rudbeckia, Dicentra, etc.) The garden is in good condition and has recently been renovated with the help of Volunteers through the Volunteer in Parks program.

The Rose Garden

The Rose Garden consists of 22 rose beds and is situated next to the lake just below Pavilion. In the original Park plans the garden contained 5,000 roses of 150 varieties.

A memorial to Sir James Mackenzie (a pioneering heart specialist) overlooks the garden and a number of benches are provided including three memorial seats.



The Rose Garden



MacKenzie memorial

The Lodge House



The lodge house is situated close to the main entrance on Ormerod Road, and it is an original feature of the Park. Park Services employees lived in the house up until 2003, when the Edmondson family left it was used temporarily as offices by a local charity and more recently as the base for the park ranger service.

Toilets

The toilets are located in the play area and have been refurbished in 2018 with further work undertaken in 2022 with provision of an upgraded water supply to cope with the frequency of flushing during busy periods.

There is a unisex toilet in the boat house café and two unisex toilets in the pavilion.

A new Changing Places toilet was installed in 2024 together with an external bottle filler, funded by a disabled facilities grant that was secured by the Friends of Thompson & Queens Park.



Former Gardeners Compound: The former gardener's compound is situated at the south end of the park adjacent to Burnley College. A shipping container provides tools for use by volunteers and a further container is used for winter storage of boats and Kayaks.

A Brief History of Thompson Park

Note: A more detailed history of the park is contained in the Conservation Plan.

The history of Thompson Park dates to back 1920 when, after the death of James Witham Thompson, £50,000 was left in his will for the Council to build a public park. The area chosen was on part of the Bank Hall Estate adjacent to Burnley College in the center of town, and was formerly part of Sand Holme Farm, a plantation and allotments.

An option to purchase the land for £10,000 was obtained from the owner, Sir John Thursby Bart. a local mine owner and the scheme was approved in October 1922. Notice of termination of tenancies for the allotments was issued in 1928 and work began on construction.



Construction of Boating Lake and Italian Gardens

The Park was designed by the Borough Engineer, Mr. Arthur Race and it bears some similarities to the much larger Stanley Park in Blackpool. The first designs appeared in the Burnley Express in October 1928 and was to consist of a 3-acre boating lake with ornamental bridges crossing the lake and the river, a conservatory 73' long by 28' wide, tea rooms, a paddling pool, rose garden, herbaceous garden, Italian Garden, and lodge house. A children's playground was added in 1932, adjacent to the paddling pool.

During construction, which was carried out by local contractors, over 50,000 trees and shrubs, around 7,000 privets of different varieties and 5,000 roses were planted along with bedding and exotic plants and carnations for the greenhouses, conservatory, and tree carnation house.



Thompson Park Conservatory

Construction was completed by 1930, and the Park was officially opened on July 16th by the Mayor of Burnley, Alderman H.R. Nuttall, J.P. Prior to the official opening the Park was opened to the public at Whitsuntide and such was its popularity that an estimated 4,500 people used the boating lake over the weekend.



Official Opening, July 16th, 1930

Originally 20 rowing skiffs and 10 Canadian canoes were ordered from Salter Bros., Oxford, at a cost of £680 10s for use on the lake. In addition, it was agreed to introduce motor boats, and the first of these were purchased in 1933.



The boating lake

In 1931 a memorial to the heart disease specialist Sir James Mackenzie, who practiced in Burnley from 1897 to 1907, was unveiled in the rose garden. It consists of a bronze bust by F. Roslyn set in a granite niche.



Mackenzie Memorial

During the war years the Park was used for growing vegetables and boating was offered free to convalescent servicemen from Whaley Military Hospital. Also of note is that the only bomb to hit Burnley fell in Thompson Park on October 27th 1940 near the conservatory, it was actually intended for Liverpool but was jettisoned over Burnley to rid a returning bomber of weight.

After the war the Park continued to be very popular although a steady decline had begun. Several of the original features were closed or demolished. This began with the relocation of the greenhouses to Queen's Park in 1957 and continued with the closure of the café in 1971, the phasing out of the motorboats in 1973 and finally, after much debate over the cost of restoration, the demolition of the conservatory in 1975.

From 1977 to 1984 Thompson Park, Queen's Park, and Scott Park were at the center of the Burnley by-laws dispute regarding the banning of dogs from parks. After a public outcry and extensive local and national media coverage and a court case that went to the House of Lords dogs were re-admitted to Scott Park, but they remain excluded from Thompson and Queen's Parks.

In the late 1990's the Friends of Thompson Park were formed, and a period of renaissance began.

- The playground and paddling pool were improved and modernized.
- Improvements to the herbaceous garden, shrub beds, rose beds, and flower beds are in progress.
- In the winter of 1999/2000, the Forest of Burnley project planted many specimen trees in the Park and the Friends group planted a community orchard.
- In 1998 the Burnley and Pendle Miniature Railway Society were given permission to build a permanent track in the park, phase one was completed in 2002, and phase two in 2005.
- Improved signage was installed in the park and brown tourist signs directing people to the Park have been erected.
- In 1999 the Park attained Green Flag status and also won the Northwest in Bloom award for the best feature in a public park for the Italian Gardens.
- In 2002 the Friends group opened a small café/kiosk in the boat house.
- The toilets near the playground were roofed (they were previously open air!) and extensively modernized and disabled and baby changing facilities added in 2003.

Throughout its history Thompson Park has proved to be an extremely popular and convenient asset to the town and with the boating lake and paddling pool provides activities rarely available in this area of the country. Locals appreciate the easy access from all areas of town and the Park is widely regarded as the most attractive in Burnley. A debt is owed to the generosity and vision of James Witham Thompson for providing the funds for such a popular and much-admired park.



Chronology of Thompson Park

Date	Event
1311	Records show a building on the site of Bank Hall since this date
1785	Bank Hall was constructed. The grounds at this time extended far beyond the present-day park – including the site of Queen's Park
1790	Construction of Sandy Holme Aqueduct At this time, the land where Thompson Park is located was occupied by two farms – Sandy Holme farm and Lower Ridge farm
1801	The Burnley stretch of the Leeds and Liverpool canal opened
1865	Bank Hall Colliery first shaft was sunk At this time Bank Hall Meadow was the home of General Sir James Yorke Scarlett, hero of the Crimean War at the Battle of Balaklava
1867	Russian guns presented to the people of Burnley by the Minister for War and sited at the corner of the Bank Hall estate
1871	General Scarlett died – 60,000 line the streets at his funeral Sir John Thursby is living at Bank Hall and owns the Bank Hall colliery Mineral railway line transporting coal from the colliery ran along the route of what is now the footpath from Queen Victoria Road through the park
1878	5th Battalion Lancashire Militia have training facilities on the Bank Hall estate
1888	Sir John Thursby donates land to develop Queen's Park
1909	Sir John Thursby offers to sell the Bank Hall estate to Burnley council
1914	Bank Hall served as a military hospital during WW1 Accrington Pals (D) company used Bank Hall Meadows to practice drills
1918	A small part of the estate is sold to the council to develop Bank Hall Open Air School where formerly stood the kitchen gardens and conservatories
1919	By this time, Bank Hall had been converted to a maternity and children's hospital
1920	James Witham Thompson dies and bequeaths £50,000 to the town to build a pleasure park, specifying the Bank Hall estate as its location.
1922	Probate granted. A proviso that the land is not built on for 8 years due to fear of subsidence. Plans drawn up by Borough Engineer Arthur Race
1928	Work begins in earnest. The labour force is taken from Burnley's

	unemployed and most of the more skilled work is given to Burnley contractors
1929	Bank Hall Open Air School opens a residential open air camp school at Hest Bank, Cumbria
1930	Official opening of Thompson Park. Features include (refer to Appendix 4 Original Souvenir Brochure): · Boating lake · Paddling pool · Italian gardens · Rose garden · Conservatory with sub-tropical plants · Tea rooms · Keeper's lodge
1931	Memorial to Sir James Mackenzie is unveiled in the rose garden (refer to Plate 23)
1932	Children's playground opens
1937	Café opens on Sundays
1938	Playground opens on summer Sundays
1944	Bomb lands at the college side of the park – minimal damage to trees and windows broken in the college building Onion crop in the Italian garden and roses in the conservatory At some point during WW2 the Russian cannons are removed to be melted for scrap metal (in the event, the metal could not be used and the cannons were dumped at sea) Probably the lily pond in the Italian gardens had been turned over to planting by this time
1947	Petty theft and vandalism in the tea rooms
1951	Burnley's Festival of Britain Queen is crowned in the park
1953	Land sold for college extension
1957	Greenhouses and nurseries moved to Queen's Park
1959-1961	Closure of college gate and path
1971	Café closes Bank Hall colliery closes
1972	Bank Hall Open Air School closes
1973	Motorboat phased out
1975	Conservatory demolished

1977	Thompson Park, along with other Burnley parks, becomes dog free
1978	Mr. Mattocks, Park Keeper, retires
1982	Keeper's Lodge is vandalized
1996	College path is saved from closure
1998	Burnley & Pendle miniature railway Lodge occupied by the Edmonson family
1999	Forest of Burnley tree planting project Britain in Bloom award First of 12 consecutive Green Flags
2010	Thompson Park is 80 years old!
2011	Italian columns taken into storage
2019	Completion of restoration of Thompson Park funded by a £870K grant from the Heritage Fund

Landscape Character and Inventory

The Conservation Management Plan describes in detail the existing landscape areas, identifying the features that have been lost and those remaining in the park today. A condition survey has been undertaken for the key buildings and structures.

A masterplan has been developed for the park identifying existing features and those that will be enhanced or conserved. An inventory of features to be maintained is contained as Appendix 1.

For maintenance purposes, the park is classified into the following categories:

- 1.0 Entrances, Gateways and boundaries
- 2.0 Soft landscape
- 3.0 Hard surfaces, footpaths and steps
- 4.0 Park Features
- 5.0 Buildings and structures
- 6.0 Park furniture
- 7.0 Ecology
- 8.0 Interpretation
- 8.0 Events and activities
- 9.0 Activity Plan
- 10 Park management

Section 2: Strategic and Planning Context

Social & Economic Profile of the Surrounding Neighborhood.

Thompson Park is in the ward of Bank Hall (population 5,901 (2011 census figures)).

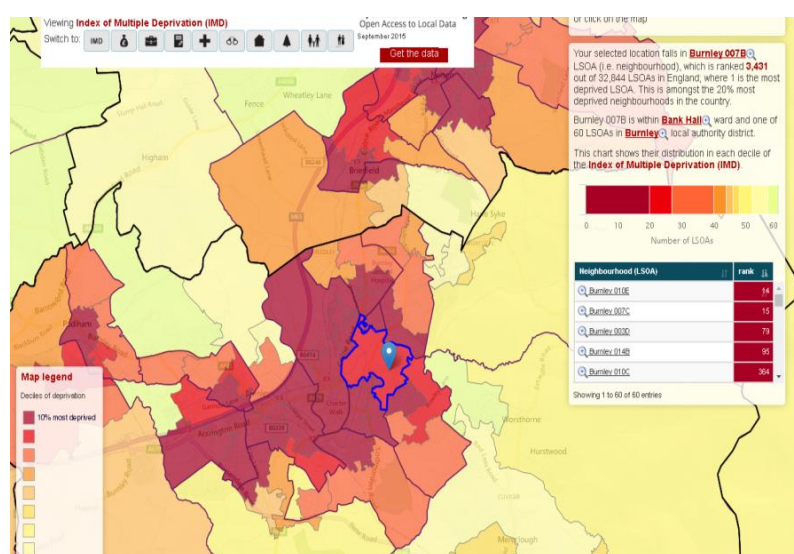
Just over 90% of the ward's housing is terraced housing or flats, without gardens.

The average age of Bank Hall residents is just 38.2 years, with more children aged 0-15 than in other wards in Burnley.

73% of local residents are white / white British. There has been an increase in the number of Asian residents in this area since the last census. 88% of people speak English as a first language, with nearly all other residents comfortable using English as their second language.

It is estimated that only 50% of residents are employed, which compares with a borough wide employment rate of 58%.

Map 1 below shows that the park is located in one of the top 20% most deprived areas in country and is surrounded by Lower Support Output Areas that are in the top 10% most deprived.



Map 1: Index of Multiple Deprivation 2015: areas around Thompson Park

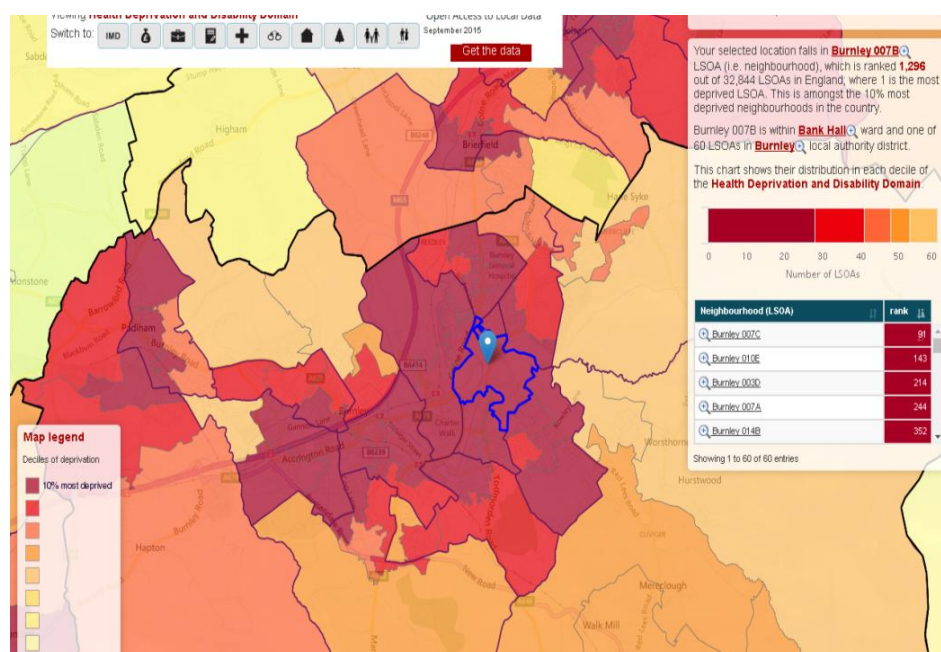
Immediately south of the park is Lower Super Output Area Burnley 007C, known as Leyland Road, Albert Road & Top O' the Town. This neighborhood is the 21st most deprived out of 32,844 nationwide. Immediately to the north of the park, LSOA Burnley 003D, Stoneyholme and Daneshouse is 60th most deprived and to the south, in walking distance on the Leeds Liverpool canal area LSOA Burnley 012B, Rosehill & Burnleywood (32nd most deprived) and Trinity, LSOA Burnley 010E (7th most deprived out of 32,844).

Residents of these areas experience the multiple deprivations of low incomes, poor health and mostly live in poor quality terraced houses with no gardens. Car ownership is low, and many families can't afford to travel

Altogether, 15 of Burnley's 60 LSOAs are in the 5% most deprived nationally.

72% of residents do not consider themselves limited by their health problems, whilst 16% of residents do. 38% of Bank Hall people rate their health as very good. Life expectancy is 68.2 years for men, and 76.3 years for women.

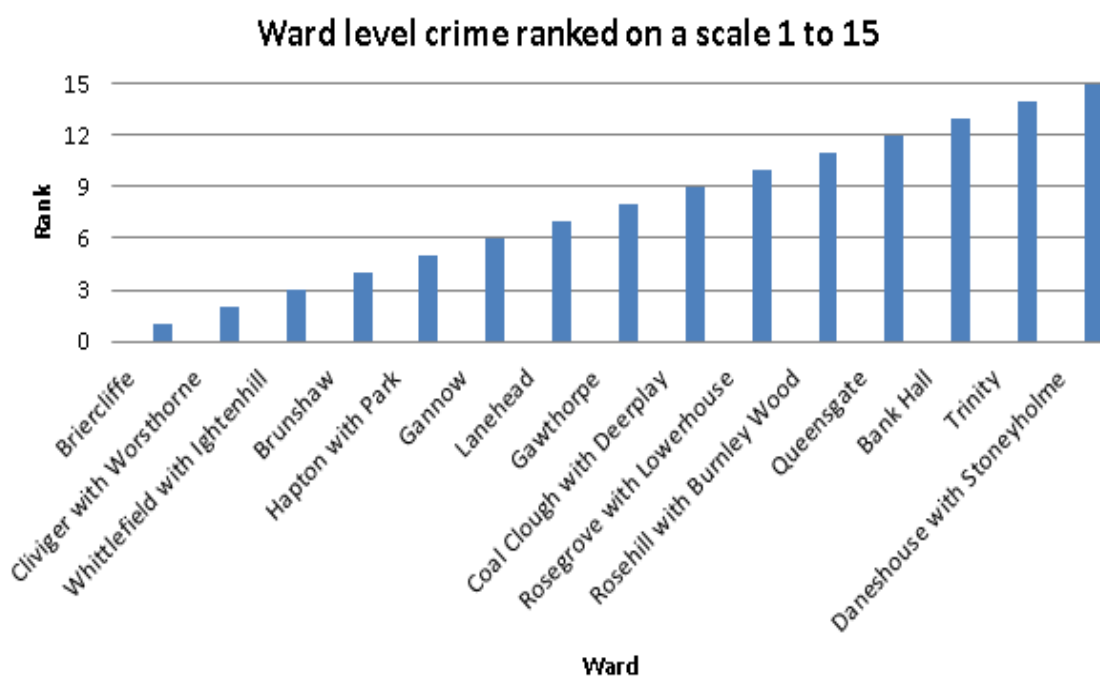
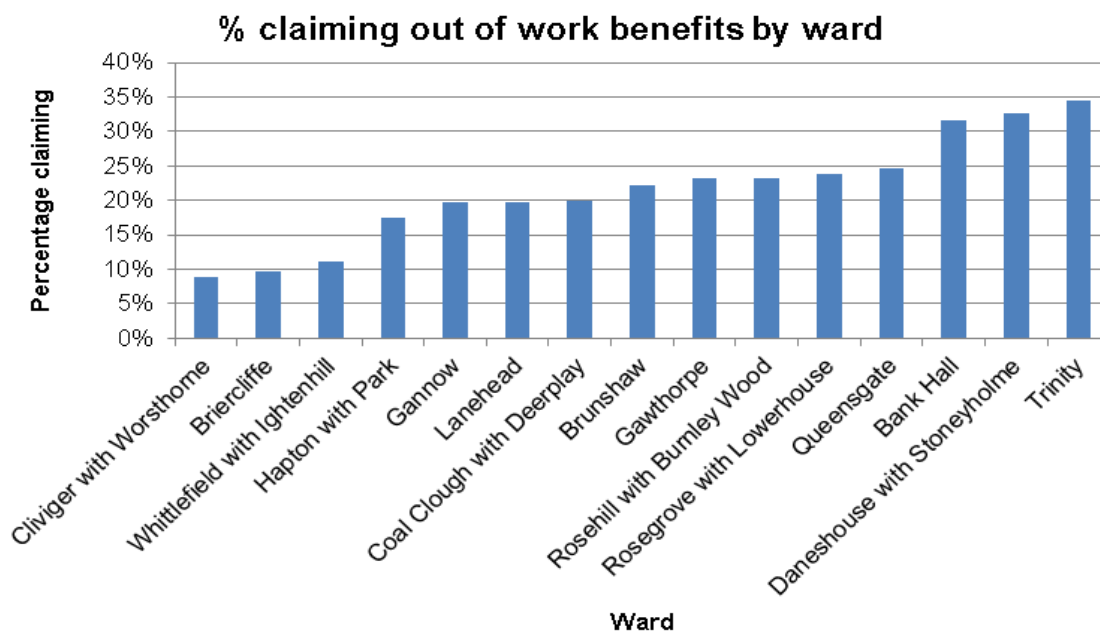
Map 2 below shows the area around Thompson Park with an overlay of the health deprivation and disability domain of the IMD 2015. This demonstrates that the park is situated in a community with very high levels of health inequality.



Map 2: Index of Multiple Deprivation 2015 health domain: areas around Thompson Park

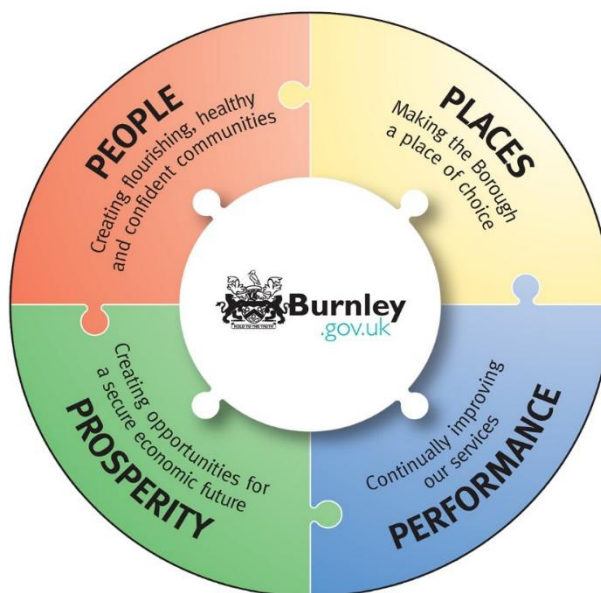
Unemployment & Crime

Bank Hall ward and the adjoining Daneshouse with Stoneyholme, Queensgate and Lanehead have high levels of unemployment and crime:



Corporate Strategies

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



For further details of corporate strategies relevant to Thompson Park, please see Appendix 1.

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. Thompson Park is categorised as a town park because its range of facilities attracts visitors from across the borough.

Type	Name	Area (Hectares)
Town parks	Towneley Park	184.0
	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

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

The strategy identifies a number of recommendations that are relevant to Thompson 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
PG6	Progress the restoration of Thompson Park funded by grants from the Heritage Lottery Fund and other external grant sources

The Green Spaces Strategy established the following local standard for provision of green-space 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 Thompson Park is a Town Park, and visitors are also expected to travel by car, cycle or public transport from across the borough.

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

Annual Service Plan

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

Burnley Play Strategy

A new play strategy was adopted in 2023.

Tree Management Policy

This [policy](#) identifies the Council's approach to the management of trees growing on land owned by the Council and ensures that there is a consistent approach to management.

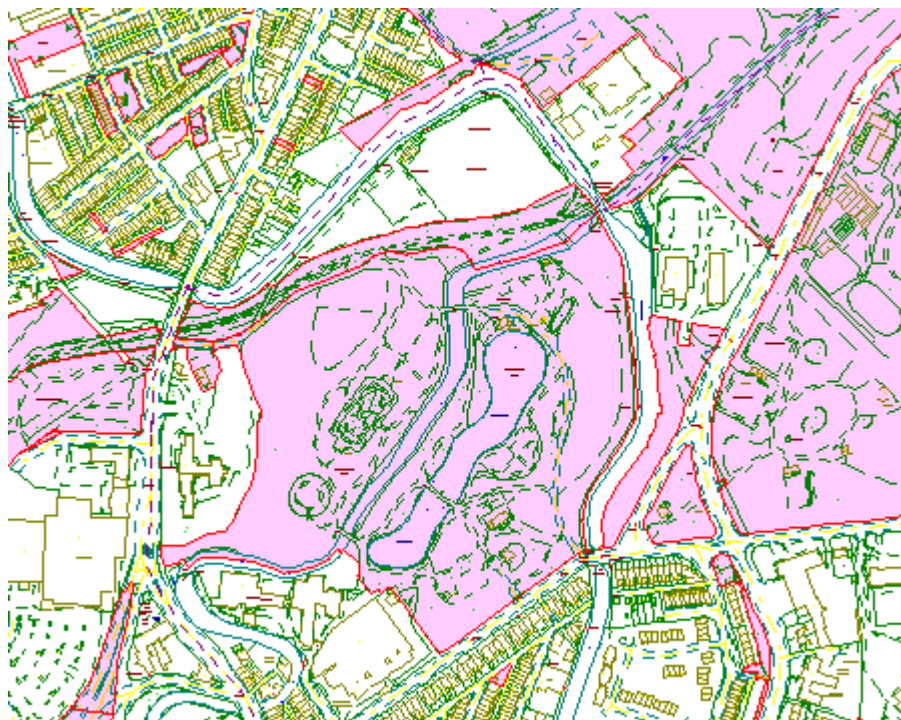


Land Ownership, Leases, Covenants

The Park has been owned and maintained by Burnley Borough Council since opening in 1930.

On the southwest side of the park is the former Burnley College, now in private ownership and expected to be brought forward for residential development. To the west is Bank Hall Nursing Home and to the north the site of the former Miners Club and Sports ground which is privately owned and expected to come forward for development. Along the east boundary runs the Leeds and Liverpool canal, now owned by the Canal and Rivers Trust.

The Council's ownership is shown in brown:



Miniature Railway

This is operated under a 10-year lease granted to the Burnley & Pendle Miniature Railway Society which expires in 2024. The rent is a peppercorn

Boating Lake & Boat House Kiosk

This is operated by Burnley Leisure Trust on an annual licence.

Access, Entrances and Parking

There are four entrances to Thompson Park. The main entrance is on Ormerod Road and the stepped path leading from this forms an axis through the park to the centre of the Italian, although mature trees now obscure this vista. A second entrance on Ormerod Road provides vehicle and pedestrian access and is the most popular.

A small entrance (constructed 1992) provides access between the park and the Leeds Liverpool Canal where previously there was none.

On the northern boundary of the park is an access, recently upgraded, to the Brun Valley greenway and a vehicle access from the former open air school leads via a single vehicle- width access to Colne Road.

Statutory Designations and Listings

The following table summarises the statutory designations and potential implications for development and management.

Designation	Implications
Scheduled Ancient Monuments	None present
Conservation Area	None: Thompson Park is just outside the Top 'O' the Town conservation area
Listed Buildings	None listed
National Register of Historic Parks and Gardens	Listing highlights the significance of the park and protects against significant change. Conservation architect to be consulted.
Protected species Badgers (feeding, no setts) Bats Nesting birds	It is illegal to affect species and/or habitats, therefore further survey and consideration required prior

Bylaws & PSPOs

Thompson Park is covered by the 1977 bylaws covering Parks and Pleasure Grounds. These are being replaced by new PSPOs that will come into place in mid 2025.

The bylaws/PSPOs are enforced by the ranger service in partnership with the police.

Dogs Fouling

Dogs are excluded from Thompson Park under the Public Space Protection Order (except to walk between the canal towpath and Omerod Road) so there are very few issues with dog fouling. The exclusion of dogs is enforced by the park ranger team.

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 firm manner, and the main Ranger Base is situated within Thompson Park.

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

Rangers have 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 CCTV Camera is located near to the play area and monitored from CCTV control centre located in Blackburn.

Alcohol Policy

Thompson 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.

Surveys

Ecological Surveys

An extended Phase 1 Habitat Survey was undertaken between May – June 2016 and a Bat Survey was undertaken in May 2012 to inform the restoration masterplan and this MMP.

Ecology Survey Summary

Whilst designed as a formal landscape, Thompson Park contains a range of landscape features and habitats which include:

- River Brun
- Boating lake
- Mown and ornamental grassland
- Meadow areas, managed by cutting and removing hay crop
- Unmown & unmanaged grassland
- Ornamental planting
- Young, mature and over-mature parkland trees (native and non-native)
- Woodland
- Buildings and shelters
- Other structures such as wall, bridges, etc that offer habitat

Bat Survey Summary

The bat survey identified that:

- the boat house has high potential for supporting bat roosts, with anecdotal reports of previous roosting in the building
- The pavilion and lake bridge have moderate potential
- The R Brun bridges and shelters have low potential
- The toilets have negligible potential

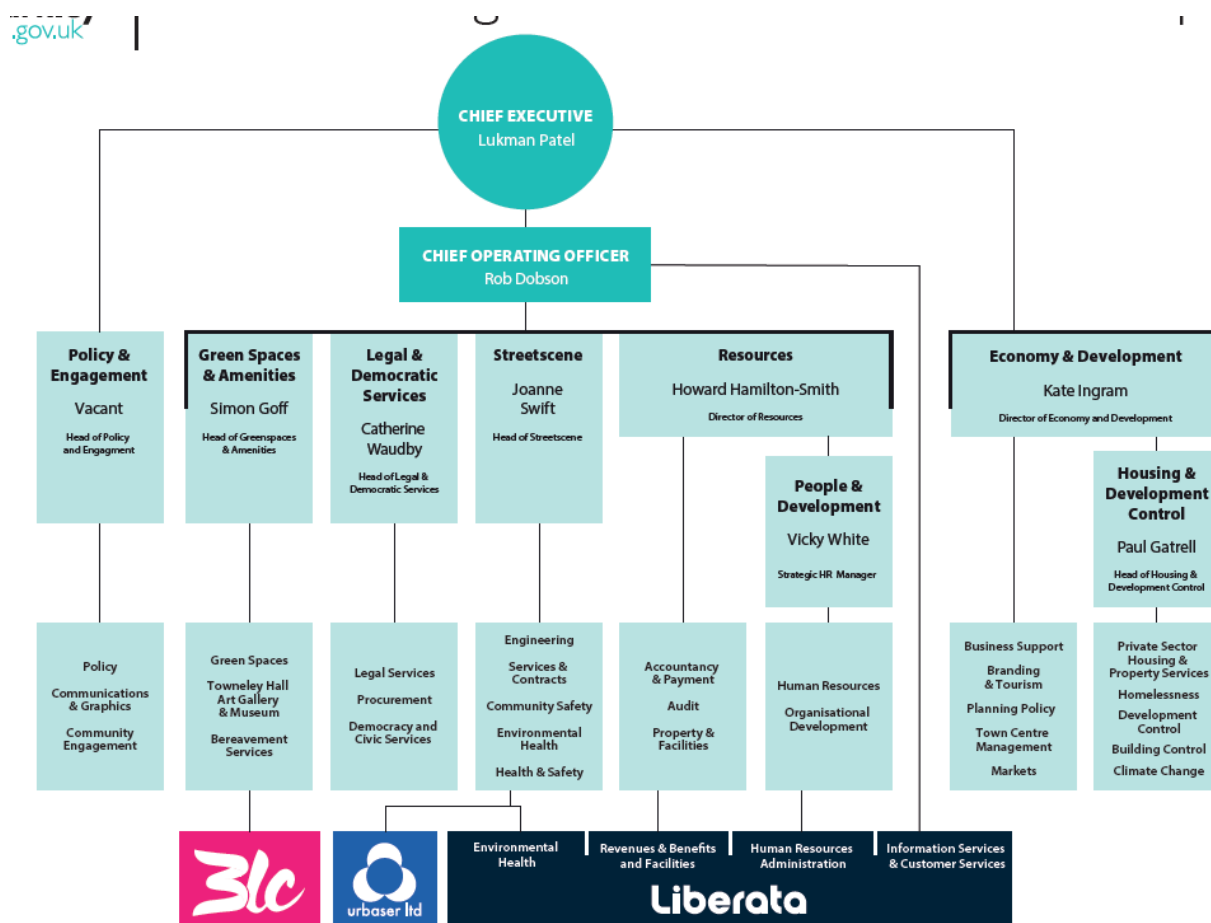


Section 3: Current Situation

Existing Management and Maintenance

Thompson 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 Thompson and Queen's Parks consists of a Team Leader, four full time gardeners, plus one seasonal gardener. Two of these staff, are permanently based in the parks and the remainder are on a mobile team maintaining Town Centre planting and assisting, as necessary, in the two parks.

A very experienced park ranger team, consisting of four permanent rangers, (one dedicated to Thompson Park) are responsible for patrolling parks, dealing with anti-social behavior, enforcement of littering and dog fouling and helping to organise community events & activities. The rangers keep a record of incidents and work closely with the Police. In addition Thompson Park is in the fortunate position of having the main Ranger Base situated within the park.

Administrative, technical and managerial staff based in GS&A's main office at Burnley Cemetery support the Neighbourhood teams. This resource includes a, Green Spaces Manager, Parks Officers, Tree Officer and a Play Officer. (A diagram showing the staff structure of GS&A is shown in Figure 4. Below **amended Feb 2021**)

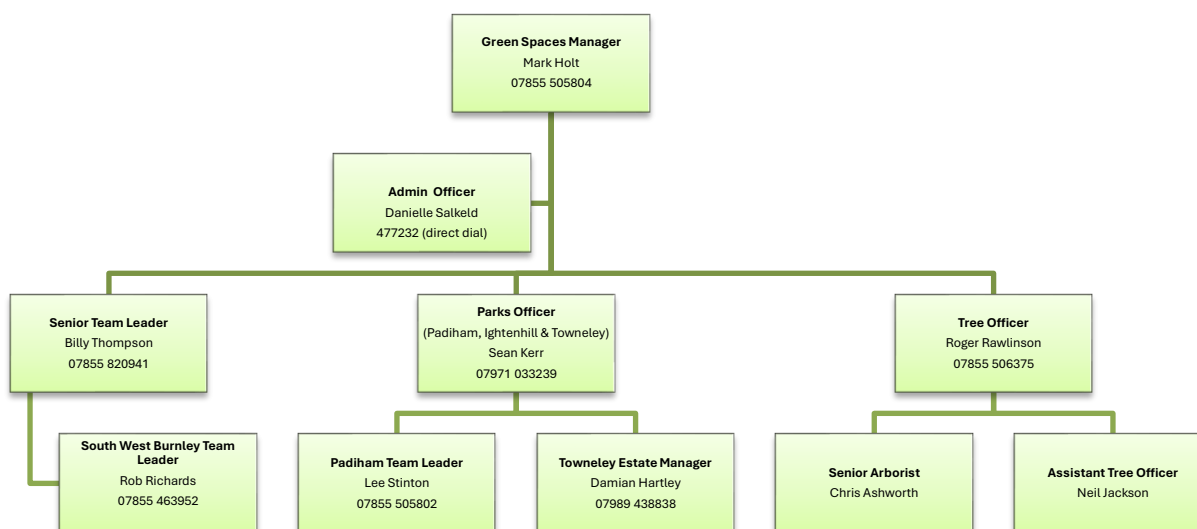


Diagram: GS&A Management Structure. (Posts shown grey are directly involved in management of Thompson Park)

Management of Thompson Park is the responsibility of a Parks Officer who directly manages the neighborhood teams and liaises closely with community groups (including the Friends groups), sports clubs, park rangers, etc. The Parks Officer 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 Parks Officer attends the Friends meetings and because he has full management responsibility for staff, he can 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 Parks Officer who has full management responsibility for the area, including Thompson Park.
- The Park has one site-based Craftsman Gardener.
- There is good support from the in-house tree and playground teams

- Park rangers are based in Thompson Park
- 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.
- Peaks of work, such as during the period when the Italian garden is bedded out, means that the gardener falls behind with maintenance, formal grass areas get too long, rose beds become weedy and it is a struggle to catch up.

Maintenance of Buildings & Structures

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

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

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

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

Name of Post	Managed by	Main duties	% time dedicated to Park	Based in Park Yes/no
Parks Officer	Green Space Manager	Manages Neighbourhood Team Liaises with users & Friends group Implements management Plan Green Flag application & liaison	10%	No
Craftsman Gardener	Team Leader	All aspects of Horticultural maintenance - Thompson Park	100%	Yes
Apprentice Gardener	Team Leader	Horticultural maintenance of Queens, Thompson Park and Town Centre areas.	20%	No
Team Leader	Parks Officer	Supervises gardeners Horticultural maintenance	5%	No
Park Ranger Seasonal Park Ranger	Senior Park Ranger	Patrolling park & supervising undertaking enforcement, managing ASB and involvement with events, etc and organise events	40%	N/a
Thompson Park Attendant	Team Leader	Cleaning toilets, picking litter and emptying bins during summer holidays	100%	No
Other Staff				
Tree Officer + tree team	Operations Manager	Tree team undertakes		
Playground Officer + play team	Operations Manager	Maintaining play equipment, ballcourts, skate ramps. Etc.		No

Machinery and Equipment

The neighborhood 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 of the park. The equipment is directly owned by the Council and maintained by in-house staff and external local suppliers as required.

Some machinery, such as the Amazone Profi-hopper mower and the sweeper work across a number of sites and visit Thompson Park at a predetermined frequency.

The Council has adopted a climate change strategy and is working towards replacing vehicles and machinery with electric powered models.

Community and Volunteer Involvement in Managing Thompson Park

The Friends of Thompson and Queen's Parks

The Friends of Thompson and Queen's Parks (FoTQP) plays a key role in the management of the park.

The Friends group was formed in 1999 as the "Friends of Thompson Park". the purpose of the group is to raise the profile of the park, increase usage, gain input from locals to better manage the Park and provide for the needs of the community, and to assist the Council in bids for external funding.

In 2001 the friends expanded to include nearby Queen's Park, and the Friends of Thompson and Queen's Parks was born. Like many voluntary groups, the friends have been through cycles of increased and reduced membership, but nevertheless has been a constant and positive influence on the park.

FoTQP now meets bi-monthly and is actively involved in most aspects of Park management. The meetings are attended by partners who operate facilities in the parks and so include representatives of the Miniature Railway, well as the park ranger, Parks Officer and members of public.

Volunteer In Parks (VIP)

The Volunteer In Parks programme is part of The Council's Rethinking Parks project and aims encourage volunteering in Burnley's parks and green spaces and to establish an effective system for recruiting, inducting and managing volunteers.

The aim of the Volunteer In Parks program is to establish a volunteer group in each of the Town's Heritage parks. Each group will meet regularly to undertake tasks that are identified by the gardener or larger projects that are identified in the park management plan. These groups are established in Towneley and Ightenhill Parks.

In addition, individual volunteers work with park-based gardeners and these include individuals from a variety of backgrounds, including students, retired and those of working age not currently employed.

Operation of the Boating Lake

The boating lake is operated by Burnley Leisure under a licence agreement. It is run by paid staff with the assistance of volunteers

At the Boathouse there are:

- 10 single kayaks
- 6 double kayaks
- 4 Canadian canoes

- 5 green rowing boats

The boating lake operates approximately 92 days per year, 7 hours each day. The operation uses one volunteer per day and two with approximately 959 volunteer hours per year. Hours

The average number of boat hires is currently 3,300 hires per year.

The number of groups using the Boathouse and the park in general has increased, and includes:

- Scouts, Guides, Brownies, Cubs
- Burnley College
- Primary schools
- Mental Health Groups (LCC)
- Holiday clubs
- Birthday parties
- Jewish Community (which travels from north Manchester).

There is an average of 30 group bookings per year.

In addition, the Boathouse is being developed as a hub for activities which are delivered by the Get in2 team:

- Burnley Get in2 Sport project – booked in every Tues/Thurs 10.00am -12.00pm during the summer holidays for 14+ activities
- Burnley Leisure holiday club visits at least once per week, more if the weather is good
- Burnley Play Partnership are funding family boating vouchers this summer, targeting Children's Centre referrals
- Xplorer sessions for infant schools, Cubs and brownie groups are very popular
- Used as a base for one of our Get in2 running Couch to 5k sessions every Thursday evening.

Burnley and Pendle Miniature Railway Society

Since approximately 2000, the BPMRS has been based in the park and has steadily expanded the railway track and facilities. They have been granted a lease by the Council which runs until 2023.

The Society has approximately 33 members and the miniature railway is operated entirely by volunteers and averages 82 running days or 370 hours per year. There are 16 volunteers on running days giving approximately 5,900 hours of volunteer time per year. The maintenance and development of the track takes place on 45 days per year and involves 3,150 hours of volunteer time and uses 30 members.

During 2024 season the railway carried more than 20,000 passengers.



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 neighbourhood level, helping people appreciate the value of nature and the benefits it offers for both themselves and the environment.

The 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/>

Swot Analysis

This has been updated since completion of the restoration with many of the weaknesses addressed

Strengths	Weaknesses
• Mature and attractive park • Unique facilities including railway, paddling pool and boating lake • Close to town centre • A cheap day out for families! • Park-based gardener and ranger base in park too • Well established friends group • Good partnership with miniature railway & Burnley Leisure • Level access around lake and ornamental gardens • Dog free park • Strong political support for the Park • Skilled and dedicated staff • Opportunities to see & enjoy wildlife • Good traffic-free routes to the park via canal & Greenway • good access for local schools • Good events, well supported by community • Facilities attract out-of-town visitors	• No dog walkers means park quiet at times • Park is bit 'hidden away' • No easy through route to Town Centre since Shorey Bank closed • Lack of BME participation in park friends group • Some paths in poor condition • Long queues at boathouse kiosk for refreshments & boat hire on busy days
Opportunities	Threats
• Promote the park is a gateway to the Brun Valley Forest Park • Increase BME participation on friends group • Re-open pedestrian access if former college site is developed? • Increase support from volunteers •	• Budgets for management and maintenance continue to reduce • Racial tensions increase • Reduced police support • Frequency and impact of flooding increases •

Managing to the Green Flag Standard

The Green Flag Award has become the national standard for the good management of parks and is being increasingly used as an international standard as more countries participate.

Parks are awarded Green Flags by independent judges, following scrutiny of the management plan and other documentation and an inspection of the park, accompanied by staff, park friends and other stakeholders.

This section of the Management Plan provides an assessment of the present management of the park in relation to the eight Green Flag Award criteria. The Recommendations are taken forward to the Action Plan (APPENDIX 2)

The eight Green Flag 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 550 hectares of parks and green spaces are regarded as one of the town's key assets, being extensive, accessible and generally well maintained. The most recent General User Satisfaction Survey identified that 85% of people are satisfied/very satisfied with parks, open spaces and play areas, up from 74% in 2008 despite a significant reduction in GS&A's budget.

Five of the six main parks in Burnley (excluding Thompson Park) currently hold a Green Flag Award. This is the result of a systematic program improvement in management, starting with the first award for Thompson Park in 1999. The park retained the award for 12 years largely thanks to the enthusiasm and commitment of friends group and generally good management and maintenance in the park, which counterbalanced a poor assessment of some facilities in the park.

However, following adverse scores and feedback from Green Flag judges with regard to the condition of the parks heritage assets (on a number of occasions scores were awarded in the lowest band), it was decided to stop entering for the Green Flag Award until improvement to the parks facilities and infrastructure can be achieved.

1. A Welcoming Place

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

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

Assessment

Issue	Current Position	Recommendation
Access	• Access is generally good throughout the Park, although some footpaths are in need of resurfacing. • Some sections of paths are steep but alternative routes exist that should be signed • New signage has been installed around the park	• Most sections have been resurfaced. Continue with patch repairs following inspections • Sign accessible alternatives to steep paths or the construction of alternative accessible routes.
Entrance signage and information	• New main entrance signs and notice boards have been installed. • Finger posts were re-painted by volunteers but it is flaking off. • Maps of the park installed. • Brown tourist signs direct to the Park but some missing. • Three heritage interpretation signs have been installed using research by U3A volunteers. • New website gives info on facilities and opening times.	• Relocate the main park notice board near play area/boat house
Events	• There is an established programme of community events, open days on railway and boating lake. • Events can be very effective in increasing the audience for Thompson Park	• The Friends group are keen to develop the events programme as capacity allows with emphasis on performances and links to local groups. • The Council's ability to support events is becoming more limited and a simpler system for online registration of events would enable community organised events to be held more easily.
Friendly and approachable on-site staff	• There is a gardener based in the park week-days. Gardener and park rangers wear visible corporate uniforms. • Miniature railway volunteers are frequently working in the park and are present when railway operates. • Burnley Leisure staff are present when boats are operating for public hire and also at other times when running sport activities.	• Provide staff and volunteers with customer service training to ensure consistently high standards of service and equip staff to deal with difficult situations. • Encourage more volunteering in Thompson Park through the Green Activities Coordinator
Code of Conduct – a good user guide	• Most visitors behave very well and rangers available to deal with problems such as alcohol, dogs, ASB. • Thermoplastic 'no dogs' roundels have been placed at entrances to the park.	• Encourage volunteer rangers to help provide a presence in the park and supervise the park at busy times (working with Burnley Leisure)

Thompson Park Heritage Lottery Fund Project: Management & Maintenance Plan

Issue	Current Position	Recommendation
Quality of facilities: something for everyone	- The park offers unique facilities such as the paddling pool, boating lake and miniature railway. - Refreshment facilities are only available when boathouse is open. - The toilets were improved considerably in 2020. Signage is now on the building and a large tree has been removed from the front of it. - The play area has been improved and offers and excellent play value. - Pavilion has been refurbished and is used by Burnley Leisure Trust on a booking basis for events. Catering facilities are available.	Explore ways to provide café facilities at times when the boats aren't open.
Green and pleasant character of park	- The park is a garden for the local community who live in terraced houses with no gardens and no visible greenery - The park is generally well-maintained safe and clean and litter cleared daily. Vandalism and graffiti are promptly fixed.	- Preserve green character of park - Continue high standards of cleaning and maintain enforcement & education activities by rangers.
Cycling within the park	- Cycling presently informally permitted between Ormerod Road and Green Way. - The level paths create ideal paths for children to learn to ride bikes.	- Amend byelaws to allowing limited cycling within the park on defined cycle paths linked to the Canal and Brun Valley Greenway. - Consider relaxing restrictions on cycling on paths throughout the park.



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	• 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. • Existing CCTV camera	• Maintain a 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
Safety of paths and steps	• Some sections of path a quite steep and steps have no handrails • Some sections of path require resurfacing • Some underused paths are covered in moss	• Implement recommendations from the Footpath Condition Assessment and Access Audit
Control of dogs	• Dogs are not allowed in Thompson Park. • No dogs signs are in place and thermoplastic roundels have been put on tarmac at entrances.	• Monitor signage and replace damaged signs as required.
Control of Geese	• There is a significant issue with the expanding geese population causing fouling of paths and ornamental lawns. Control by egg dipping has not made any impact and need to explore alternative control measures.	• Develop and implement geese control strategy
Toilet Facilities	• Toilets have undergone major improvement works, completed in 2020. • Vandalism remains a problem, particularly at the end of a school day. • New large sign has been installed on the external wall.	• Replace broken parts and respond to vandalism quickly. • Consider automatic doors to save staff time closing the facilities at the end of a day. • Install Changing Places Toilet at the main car park
Free drinking water	• The drinking fountain on outside of boat house	• Maintain
General health and safety issues	• Inspection procedure in place for weekly and monthly park inspections • Risk assessments are prepared for all public and operational activities and events are assessed using a risk matrix. • Staff (BBC & BL) are trained in basic first aid, etc. • First aid boxes located in Ranger Base, Boat-house and Miniature Railway • Defibrillator provided at railway	• Monitor compliance completing time-sheet recording and monthly inspection sheets • Maintain a park health and safety file and operating procedure.
Traffic and Parking	• New car park in operation including spaces for disabled badge holders. Phone pay system in place. • Overflow car park in the park constructed for railway volunteers and Burnley Leisure staff.	• Install matrix board for space counter system to be used during busy periods.

Issue	Current Position	Recommendation
Training of staff & volunteers	- 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 - Volunteers undergo an induction and are instructed by staff on site. PPE provided.	Maintain training and use staff reviews and training matrix to determine further training needs
Health and well being	- There is an expanding programme of activities through the Get Into Sport programme and Burnley Leisure are developing Thompson Park as a hub for outdoor activities. - The developing Brun Valley Forest Park provides opportunities, with Thompson Park a good base for exploring BVFP.	Develop and promote programme of activities with Burnley Leisure

Issues that require capital improvement

- Install Changing Places Toilet using DFG grant
- Matrix board for car park
- Resurface car park access road from Colne Road to gates
- Re-line access road when resurfaced.



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 also at week-ends during the summer. • New bins provided throughout park • Recognised that preventing littering is better than picking it up, so rangers enforce. • Rangers able to issue FPU for Littering offences	• 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	• There is a qualified Craftsman Gardener permanently based in Thompson Park	• Green Activities Coordinator to help re-establish the volunteer gardening group meeting on Tuesday mornings. • Continue to rotate apprentice gardeners to Thompson Park
Policies on litter, vandalism and maintenance	• The policy/standards are set out in Green Spaces published service standards. • Issues are dealt with promptly by site based staff	• Maintain under periodic review in response to customer feedback
Maintenance of buildings and features	• All buildings and structures were refurbished as part of the restoration scheme • Reactive maintenance systems for reporting and fixing faults with the buildings in the park are generally good and faults are usually promptly rectified.	• Monitor and review maintenance of buildings in park to ensure targets for reactive repair are achieved • Develop inspection procedures to ensure that following restoration, building and structures are annually inspected and Maintained
Maintenance of play and sports facilities	• There is a system of daily/weekly/monthly and annual recorded inspections and risk assessments in place and this is audited annually. Park staff are trained to inspect facilities and play-ground team is able to undertake repairs promptly.	

4. Sustainability

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

Issue	Current Position	Recommendations
Improve biodiversity in Thompson Park	• A phase 11 habitat survey has been completed • Public consultation emphasised the enjoyment and high value visitors place on wildlife. • Meadow areas have been developed through Rethinking Parks. • The new fish passes installed by River Ribble Trust are allowing salmon and trout to migrate upstream through the park. • There are non-native invasive species that require management, including geese, ducks, Japanese Knot Weed and Himalayan Balsam	• Manage the park for maximum biodiversity and wildlife benefit • Train staff on biodiversity and conservation • Develop a Habitat Plan for the park to identify in more detail existing habitats and action that can be taken to increase biodiversity • Organise wildflower workshops summer 2025 • Develop interpretive material that explains biodiversity of park, including a pack for school use • Introduce more bird and bat boxes • Create natural pond
Waste management	• Non-organic waste collected from Thompson Park is taken to skips in Queens Park from where it is removed by a licensed waste management firm • Green waste is stockpiled at Queens Park where it is periodically shredded and retained for composting	• Investigate separation and recycling of cans, plastic bottles, etc. • Ensure that cadfe sales help minimise litter • retain & compost green waste on site as a mulch
Maintenance of grass areas	• Through the Rethinking Parks Programme grass mowing regimes have been changed with meadow regimes introduced around perimeter of park and alongside river. • Aim is to allow limited staff resources to devote more time to horticultural excellence and better cleaning	• Continue to implement meadow management and monitor species changes annually • Introduce new species by transfer of hay from other sites and/or plug planting and seeding.
Peat use	• Peat is not used as a soil conditioner and non-peat substrates are specified for bedding	• none
Energy/resource conservation	• Woodchip is being used to resurface fall areas in play area then topped up with bought in material.	• Switch to battery powered mowers, strimmers, leaf blower, etc. as part of Council Climate Change Action Plan
Use of herbicides, pesticides and fungicides	• Herbicide use is restricted to controlling weeds on tarmac surfaces. • Problems are experienced controlling moss on hard surfaces and suitable organic products need to be identified • A 'foamstream' system for weed control was trialed in 2020	• make greater use of mechanical sweeping to manage moss problem on less well used paths • Continue to explore alternative weed control

Issues that require capital investment

- Green waste composting bay
- Bins to allow separation of waste

5. Conservation and Heritage

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

Issue	Current Position	Recommendation
Awareness and expertise of staff	Staff have awareness of the heritage and conservation of the park and are involved in reviewing and implementing the management plan	Use 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 have been restored to a high standard. - The park is listed by Heritage England and is protected from development in the Council's Local Plan.	Develop and formally adopt specifications for the regular inspection, reporting and maintenance of built heritage elements
Style of furniture, signage, Etc.	- All park benches have been restored by a skilled volunteer using techniques to increase longevity. They require painting on an annual basis. - Benches are prone to vandalism. - The new 'Burnley Bin' has been designed and manufactured taking into consideration ease of emptying and matching colour scheme.	All benches to be fixed to the path surface to reduce vandalism.
Natural heritage and landscape features	The restoration has preserved the parks important landscape and natural features	- Develop the management plan to include clear management prescription for maintenance objectives and frequencies of maintenance of different landscape areas within the park. - prepare a more detailed tree management plan based on recently completed tree survey.

Issues that require capital investment

- ☐ 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	Recommendations
Friends of Thompson and Queen's Parks	- The group is long established but less active than in the past. - The Asian community has not been well represented on the friends group - The group is well informed and has clear views on how the park should develop and how use of the park can be increased.	- Continue to support the Friends group - Prepare a simple 'welcome pack' for new friends (to be used across all Friends groups) - Organise an annual Thompson Park user forum/consultation event for representatives of all of the user groups and general public to attend – use this as an opportunity to review progress and update management plan.
Schools	- The park is used by local schools and colleges for environmental and play activities but use is infrequent and ad-hoc. - The park is situated within easy and largely off-road walking distance of 5 local primary schools, two secondary schools and Burnley College	Develop an education pack in consultation with representatives from primary school that children can use to explore the ecology of the park (Green Activity Coordinator)
Wider community	- A good mix of events and activities are organized attracting users from across Burnley. - Burnley Leisure are active in organizing events that attract wider community	- Provide more opportunities for drop-in participation in volunteering, arts projects, etc. - Promote a regular Volunteer In Parks Tuesday-day
Non-users	Park events, such as theatre performance and fun days are promoted and attract new users	



7. Marketing

Green Flag Objective:

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

Issue	Current Position	Recommendations
Marketing Plan	There is no formal marketing plan for Thompson Park although much marketing and promotion activity does take place through: • Park notice boards • Newspaper/magazine adverts for events • Thompson Park website • Word of mouth • Banners promoting events • Entrance signs and fingerposts • Articles in press • Burnley Leisure actively promote the boating lake and activities on Facebook and other social media • The miniature railway promotes the park on its website and social media	• Provide new park notice board at Boat House

The events & activities that are held in Thompson Park include:

- ☐ Miniature railway open day
- ☐ Ranger and Friends fun days
- ☐ Volunteer/Friends group bulb planting
- ☐ Fairground days
- ☐ Theatre productions
- ☐ Christmas and Easter events, (such as Easter egg hunts)
- ☐ Orienteering
- ☐ group canoeing & kayaking activities
- ☐ Pendleside Hospice event
- ☐ Burnley Leisure sport activities
- ☐ Burnley Leisure summer programme
- ☐ BEEP activities such as walking for health, 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 Thompson Park since 1998. • Current MMP to be fully re-written in 2025	• Ensure that the Management and Maintenance Plan is regularly updated • Hold an annual park user forum/ consultation in addition to the regular friends meetings.
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	• Maintain the good relationship between parks staff and partnership organisations; Burnley Leisure & Culture, Burnley & Pendle Miniature Railway Society, Community Payback.
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 • Make sure that the aims of the Rethinking Parks programme are implemented in Thompson Park • Reapply for the Green Flag Award taking into account previous feedback.



Section 4 Risks

This section considers the risks to the park and its heritage under the follow categories

- Natural Factors
- Human factors
- Resource issues

Risks are categorised:

	High		Medium		Low
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Mitigations are picked up in the Action Plan, Appendix 3.

Natural Factors

Risk	Consequence	Mitigation
Frequency and extent of flooding of the River Brun into the park increases	damage to the park infrastructure increased costs of clean up closure of park to visitors damage to railway and loss of revenue damage to boat house and loss of revenue	Continue to manage the deposition of gravel in section of river between the two bridges. Built flood resilience into the designs for development of boat house as a cafe. Built flood resilience into plans for future development of the miniature railway.
Frequency and extent of sewage flooding of park increases	Closure of park during clean up risks of flooding into and contamination of lake	United Utilities has recently constructed a major storm detention tank upstream in Bank Hall Park to help protect Thompson Park. Ensure UU keep on top on maintenance and cleaning of the sewer that runs through the park and that any overflow from the sewer is promptly reported and cleaned up.
Increase in plant diseases due to warmer/wetter climate	Pathogens that affect trees and shrubs such as Ash die back (<i>Hymenocyphus fraxinia</i>) and Bleeding Canker (<i>Phytopthera</i> spp) which affects Horse Chestnut, Alder and Tilia and other species are increasingly prevalent.	Train park staff to recognize symptoms. Early intervention to remove infected app. Avoid planting vulnerable species. Liaison with the Forestry Commission as required.
Frequency and severity of high winds	trees blown down and damage to park buildings	Implement the Tree Management Plan that is set out in the CMP. Regular inspection of trees Council's tree team able to respond quickly Italian garden columns to be installed onto concrete foundations.

Thompson Park Heritage Lottery Fund Project: Management & Maintenance Plan

Risk	Consequence	Mitigation
Non-native invasive plant species	Thompson Park's location on River Brun increases risk of non-native species such as Japanese Knot Weed and Himalayan Balsam becoming a problem in the park	Park based gardener is fully qualified in the use of herbicides and can identify and treat any problem areas (following correct guidance in use) Knot Weed that appears of banks of River Brun can be stem injected with herbicide to ensure compliance with EU Water Framework Directive.
Damage by native and non-native fauna	There are significant populations of native and non-native fauna in Thompson's park, particularly of Geese, ducks, deer and squirrel that can present problems. High populations of Geese and ducks cause damage to vegetation by grazing, cause paths to become slippery due to fouling, increase problems of algae in lake and (in case of geese) may be aggressive towards visitors and frightening to small children. Grazing by deer and rabbit is not currently a significant problem but may be if populations increase and would damage horticultural planting schemes in Rose Garden and Italian Garden.	A programme of control by safe and humane methods to be continued so that populations are maintained at manageable levels. Plant using species that are not edible to deer and rabbits and maintain areas of meadows and native tree/shrub planting to provide alternative forage.
Deterioration of buildings and structures due to weathering and other natural factors	Condition of structures deteriorates and may reach point at which structure is unusable/unsafe	The restoration of the park, its buildings and structures will give a greatly extended life. Instigation of clearly documented processes for inspecting and planning maintenance of buildings and structures will help to ensure that condition is maintained. Provide training for parks staff in how to inspect the parks built heritage and basic tasks of maintenance that will prevent later problems (such as inspecting and un-blocking gutters and drains

Human Factors

Risk	Consequence	Mitigation
Personal safety	Actual assaults, intimidation or theft or fear of. People are deterred from visiting the park and reputation suffers.	As above: Open up vistas and views that have become obscured by trees and vegetation. Encourage PCSOs to patrol in park and use visitor centre facilities (give them a key). Event programme to attract visitors to experience the park.

Thompson Park Heritage Lottery Fund Project: Management & Maintenance Plan

Risk	Consequence	Mitigation
Racial tensions & crime Risks increased due to Gaza conflict	Actual racial incidents and intimidation or fear of such. People are deterred from visiting Thompson Park and its reputation suffers	As above. Develop events programme to promote the park as a place for all communities. Activity Ranger working with different faith groups and Building Bridges. Activity Ranger to engage with groups of youths that use the park and if possible involve in activities through Get in 2, etc. Monitor incidents and liaise with police.
Over-use of park	Park may be too busy at times for the capacity of facilities such as play area and toilets resulting in lower levels of satisfaction. Activities such as boats and miniature railway unable to cope with high volumes, leading to dissatisfaction. Possible damage to park heritage by large numbers of people, particularly horticultural features that may be trampled, etc.	Ensure that events are adequately planned with sufficient capacity for toilets, cleaning, catering and organisation of activities Events are great but care needs to be taken to ensure that they don't attract crowds that are too big. More events and events targeted at different segments may be one way of managing capacity.
Vandalism/Arson	Damage to the park's heritage: buildings, structures, equipment and landscape. Costs of repair may not be met leading to loss of facility	Keep on top of minor maintenance and repair following 'broken window theory'. Maintain craftsman gardener and park ranger presence in the park. Maintain CCTV camera. Convert Lodge house back into a residence for park gardener and include some security duties in service tenancy. Encourage a visible community involvement through the Volunteer in Parks programme and advertise this in the park. Maintain active involvement of the Miniature Railway Society and Burnley Leisure activities. Record and monitor issues and raise through MATAC
Political support for parks declines	Additional risks to budgets. Morale of staff and volunteers is reduced	Actively engage ward councilors in the Thompson Park restoration project. Provide opportunities for other community groups to become engagement, especially through the activity & events programme.

Thompson Park Heritage Lottery Fund Project: Management & Maintenance Plan

Risk	Consequence	Mitigation
Loss of skills and knowledge to manage and maintain the park	Quality of maintenance of the parks landscape will decline. Loss of knowledge and skill means that problems are not identified and rectified until too late. Park is maintained but not actively managed and developed. Decline in maintenance of the park's built heritage	Recruit and train apprentice to work alongside Craftsman Gardener. Ensure Craftsman Gardener works closely with and shadows Team Leader prior to his retirement. Develop the management and maintenance plan to document knowledge that staff have in their heads. Provide training for parks staff in how to inspect the parks built heritage and basic tasks of maintenance that will prevent later problems.
Under-use of park	This is an issue at times, particularly because Thompson Park is a dog free park. Under-use can mean that there is less casual supervision of park and increased risk of anti-social behaviour, vandalism, etc. Vulnerable individuals less likely to use park if it is quiet.	Provide parking (especially disabled) and improved café facilities to encourage more use of the park year-round. Develop activity programme including Get in 2 activities to promote year round use. Consider relaxing ban on dogs to a dogs on lead order to encourage dog walkers to use the park?
Decline in community participation and engagement	Lack of members to help run the friends group. Shortage of volunteers to help with the activity programme and organisation of events. Lack of VIP volunteers to help with horticultural and landscape maintenance tasks	Green Activities Coordinator to develop a positive programme of activities

Resource issues

Risk	Consequence	Mitigation
Overall Financial cutbacks by Council	The cuts in Council funding will impact on staffing, machinery, equipment and budgets as detailed below	The Council has a sound approach to financial planning with decisions made in a timely manner with close regard to the Council's corporate priorities. The Council will observe the commitments that it makes to maintaining resources for Thompson Park. The attainment of Green Flag status is a requirement that the Council will achieve.
Lack of budget for replacement planting, minor repairs and replacement bins, signs, etc.	The quality of the park landscape and horticultural and other features declines due to shortage of money to pay for replacement planting, minor repairs, etc.	Establish a separate materials & equipment budget for Thompson Park to ensure funds available for minor items and a mechanism, (via park friends group) to roll forward any unspent money. The Friends of Thompson Park raise money from events and small grants to help pay for items for the park.

Thompson Park Heritage Lottery Fund Project: Management & Maintenance Plan

Risk	Consequence	Mitigation
Shortage of funds for building maintenance	The condition of buildings and structures will deteriorate if planned and reactive maintenance is not undertaken in a timely manner.	Ensure that regular building condition surveys are undertaken by Liberata and that building maintenance issues are identified, prioritised and planned because timely interventions can be significantly less expensive than if an issue is neglected. The Council's engineers to undertake regular recorded condition surveys of bridges and other park structures and to plan any maintenance. Use of volunteers to help with basic tasks, such as repaint gates, railings and parapets.
Reduced support from other sections of Council such as Communications, Graphics, Finance, etc.	Delays in progressing tasks	Planning ahead with colleagues to ensure that tasks are included in their work plan, rather than demands at short notice. Restoration of Thompson Park is a corporate priority and resources will be prioritised accordingly
Shortage of qualified staff	Maintenance standards fall, because there are not enough staff and/or the staff don't have the skills necessary to maintain the park efficiently.	GS&A have been running an apprenticeship programme which has trained and appointed 9 craftsman gardeners in recent years There is a qualified gardener based in the park full time and this will be supplemented by an apprentice recruited as part of the project. One of the aims of the restoration was to make the park easier to maintain within the resources available.
Lack of correct machinery	Shortage of the correct machinery available at the right times could reduce the efficiency of maintenance operations.	GS&A own its machinery and have maintained machinery budgets. New machinery such as the Amazone Pro-hopper has been purchased for managing meadow sites. Routine maintenance of machinery is undertaken in-house and a local dealer undertakes major repairs. Rethinking parks aims to reduce mowing in parks, which will reduce demand for mowers. As machinery comes up for replacement, electric powered models will be purchased funded through the Climate Change Action Plan Cap Ex budget

Thompson Park Heritage Lottery Fund Project: Management & Maintenance Plan

Risk	Consequence	Mitigation
Shortage of equipment	Shortage of the correct equipment available at the right times could reduce the efficiency of maintenance operations.	The craftsman gardener has his own inventory of equipment ranging from pedestrian mowers, strimmers and leaf blowers to hand tools. GS&A are investigating battery powered replacements for petrol machines, which will be cheaper to operate and maintain and safe to use. Volunteers operating from the visitor centre will have their own inventory of tools and equipment.



Section 5: Management and Maintenance Aims and Objectives

The Vision for Thompson Park

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

“Thompson 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.”

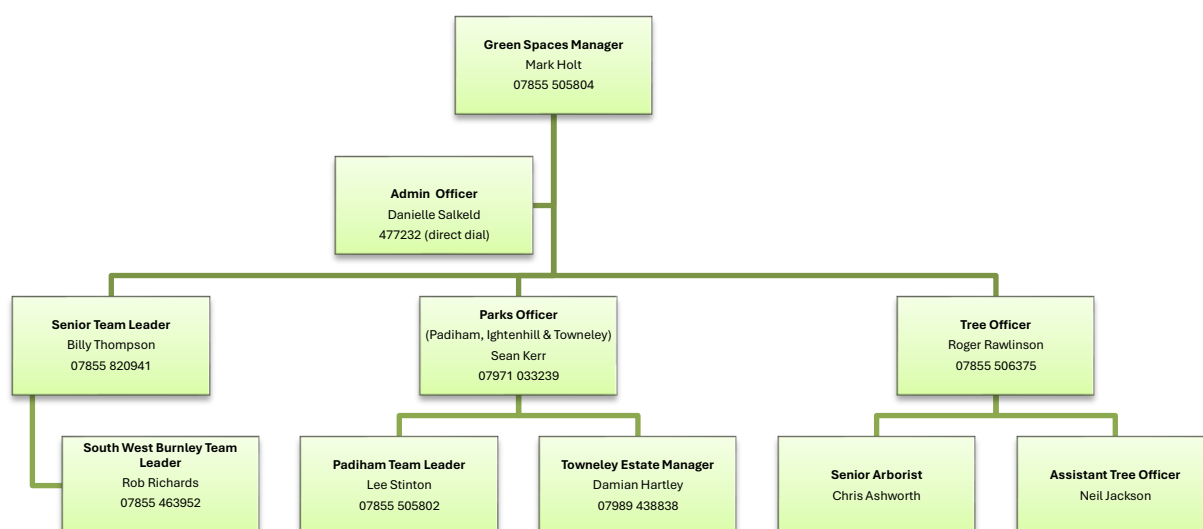
The aims and objectives for the restoration of Thompson Park

The aim for the restoration of Thompson Park is:

“to engage the community in conserving, interpreting and celebrating the heritage of this much loved park, ensuring that it continues as a vibrant place, offering affordable opportunities for outdoor recreation, relaxation and fun.”

Proposed Management Structure

The management structure for Green Spaces & Amenities is shown below. Thompson Park is under the Senior Team leader



Partnership Working and Volunteering

Green Activities Coordinator

Using funding from the National Lottery Community Fund, the Council has appointed a Green Activities Coordinator whose role is to develop and promote volunteering activities in parks and green spaces. In Thompson Park the GAC will initially focus on developing the

Tuesday volunteering group undertaking gardening and environmental maintenance activities in the park.

The Burnley & Pendle Miniature Railway Society has +33 volunteers contributing many thousands of hours of voluntary work per year.

Burnley Leisure & Culture operates the boating lake with the support of volunteer staff.

Long Term Sustainability of Thompson Park

The context for the sustainability of the park is the significant reductions in the Council's budget that have taken place in recent years. As a small district council Burnley has faced some of the largest cuts of any council in the UK and because the provision of parks and green spaces are a non-statutory service, the budget cuts will be particularly acute.

Despite the decreasing budget, the Council has worked hard to maintain a good quality of service, particularly in the 6 heritage parks and this is evidenced by public satisfaction of 85% for green spaces in Burnley. There are qualified gardeners based in each of the parks, there is a (small) ranger presence to manage anti-social behavior and the Council actively supports the friends groups in each park. Each of these three elements are seen as essential to maintaining parks that are clean, safe and attractive.

The development of the pay and display car park and conversion of the boat house into a café has generated additional income that contributes to the maintenance of the park.

Rethinking Parks:

The Council's Rethinking Parks program is a response to the Council's difficult financial situation. It seeks to find ways in which we can maintain high horticultural standards of maintenance in the town's 6 'heritage' parks at a time when staffing levels are reducing. The program has been developed through participation in the Rethinking Parks program run by the charity Nesta and funded by the Heritage Lottery Fund and the Big Lottery Fund, which aimed to identify and pilot new funding models for public Parks. Burnley's project, 'Go To The Park' was awarded Horticulture Week's Custodian Award for Best Urban Park Initiative in 2016.

Applying Rethinking Parks in Thompson Park

The Rethinking Park program has four elements that are relevant to Thompson Park

1. The '**Volunteer in Parks**' program, which has developed systems to recruit, train and manage volunteers and has trained parks staff in working with volunteers. With the support of the Green Activities Coordinator there is an opportunity to develop a regular volunteer group to undertake gardening and litter picking duties to support the craftsman gardener.

2. Extending **meadow management** regimes: In consultation with the friends group, meadow management plan has been prepared for Thompson park which increased areas managed as meadow around perimeter of park and alongside the river Brun. Baseline eco-

logical surveys were undertaken in 2014 and repeated in 2022 so that changes in species can be monitored. we purchased an Amazone Profi-hopper which improved the appearance of formal lawns whilst also allowing meadows to be cut and hay removed in June/September.

3. Replacing costly and time-consuming annual bedding schemes in the Italian Garden with **herbaceous perennial planting** with the aim of providing extended flowering seasons, reduced the demand for labour at peak times and increased biodiversity.

4. Utilizing timber from trees felled in the park (as part of tree management plan) to provide supply of woodchip for playgrounds.



Plan showing meadow management areas in Thompson park

Landscape Management Plan and Site Inventory

On completion of the detailed final detailed designs for the restoration proposals the park inventory will be further developed further by the Parks Officer working with the Team Leader and Building Maintenance Manager (Liberata) to ensure that all landscape and built features are included in the program for maintenance. It is important that the design aims of the restoration project are realised on the ground by adopting appropriate management and maintenance operations. Each inventory item will have a clearly defined design aim and management prescription. The management objectives for each have been formulated by the design team and discussed with Green Spaces staff at the steering group meetings in stage 2 to ensure realistic objectives and a clear understanding of the design aims to ensure formulation of appropriate management prescriptions to carry out the maintenance.

Thompson Park Finance Plan 2016 - 2026

Shortcode	Description	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	Notes
R7192 - Thompson Park												
Expenditure												
R7192/0081	Craftsman Gardener	15,958	16,197	16,440	16,687	16,937	17,191	17,449	17,711	17,976	18,246	
R7192/0081	Ride-on mower operator	2,423	2,459	2,496	2,534	2,572	2,610	2,649	2,689	2,729	2,770	
R7192/0081	Team Leader	3,030	3,076	3,122	3,169	3,216	3,264	3,313	3,363	3,414	3,465	
R7192/0081	Apprentice	1,466	6,427	11,536	11,710	5,943	-	-	-	-	-	1
R7192/0049	Agency staff (cleaning)	-	3,492	3,544	3,598	3,652	3,706	3,762	3,818	3,876	3,934	2
R7192/0081	Sweeper	2,752	2,793	2,835	2,878	2,921	2,965	3,009	3,054	3,100	3,147	
R7192/2386	Tree Team	2,365	-	-	-	2,510	2,548	2,586	2,625	2,664	2,704	3
R7192/2390	Rangers	12,920	13,114	13,311	13,510	13,713	13,919	14,127	14,339	14,554	14,773	
R7192/2390	Community Engagement Ranger			8,100	16,200	8,100						4
	Activity Plan materials			7,750	15,500	7,750	3,000	3,045	3,091	3,137	3,184	5
	Volunteer costs			375	750	375	381	386	392	398	404	6
	Staff & Volunteer training			750	1,500	750						7
R7192/2381	Machinery	2,600	2,639	2,679	2,719	2,760	2,801	2,843	2,886	2,929	2,973	
R7192/2381	Stores (cleaning, toilet rolls, etc)	1,560	1,583	1,607	1,631	1,656	1,681	1,706	1,731	1,757	1,784	
R7192/1811	Horticultural sundries & plants	-	-	2,500	2,538	2,576	2,614	2,653	2,693	2,734	2,775	8
R7192/0158	Employee Related Insurances	220	223	227	230	233	237	241	244	248	252	
R7192/1356	Electricity - Contracted	630	639	1,200	1,218	1,236	1,255	1,274	1,293	1,312	1,332	
R7192/1383	NNDR	2,460	2,497	-	-	-	-	-	-	-	-	9
R7192/1391	Water Charges - Metered	1,050	1,066	1,082	1,098	1,114	1,131	1,148	1,165	1,183	1,201	
R7192/1393	Water Charges - Sewerage & Environmental	525	533	541	549	557	566	574	583	591	600	
R7192/1491	Fire Insurance	596	605	614	623	633	642	652	661	671	681	
R7192/1973	Telephones	300	305	309	314	318	323	328	333	338	343	
R7192/1977	Private Wires	2,706		-	-	-	-	-	-	-	-	10
R7192/2022	Subscriptions	164	166	169	171	174	177	179	182	185	188	
R7192/2101	CCTV	2,998										10
R7192/2322	Repair & Maintenance	1,307	1,327	1,347	1,367	1,387	1,408	1,429	6,451	1,451	1,472	11
R7192/2323	Premises Annual Contract	1,917	1,946	1,975	2,005	2,035	2,065	2,096	2,128	2,159	2,192	11
R7192/2327	Personnel Unit	469	476	483	490	498	505	513	521	528	536	
R7192/2333	Accountancy Services	248	252	255	259	263	267	271	275	279	284	
R7192/2348	Facilities Management	1,458	1,480	1,502	1,525	1,547	1,571	1,594	1,618	1,642	1,667	
R7192/2400	Depreciation Charges	7,719	7,719	7,719	7,719	7,719	7,719	7,719	7,719	7,719	7,719	
		69,841	71,014	94,468	112,490	93,145	74,545	75,548	81,565	77,576	78,624	

Thompson Park Heritage Lottery Fund Project: Management & Maintenance Plan

Income												
R7192/3503	Dwellings	(20)	(20)	(6,240)	(6,334)	(6,429)	(6,525)	(6,623)	(6,722)	(6,823)	(6,925)	12
R7192/3514	Acknowledgements	(20)	(20)	(20)	(20)	(20)	(20)	(20)	(20)	(20)	(20)	13
R7192/3526	Lease of café & boats	-	-	(6,000)	(6,090)	(6,181)	(6,274)	(6,368)	(6,464)	(6,561)	(6,659)	14
	Contribution from miniature railway	-	-	(1,300)	(1,320)	(1,339)	(1,359)	(1,380)	(1,400)	(1,421)	(1,443)	15
R7192/3517	Ice cream concession	-	-	(2,000)	(2,030)	(2,060)	(2,091)	(2,123)	(2,155)	(2,187)	(2,220)	16
R7192/3429	Car Parking charges	-	-	(9,100)	(9,237)	(9,375)	(9,516)	(9,658)	(9,803)	(9,950)	(10,100)	17
R7192/3511	Fairground concession	-	-	(1,200)	(1,218)	(1,236)	(1,255)	(1,274)	(1,293)	(1,312)	(1,332)	18
	RHI payment	-	-	(1,267)	(1,267)	(1,267)	(1,267)	(1,267)	(1,267)	(1,267)	(1,267)	19
	HLF Activity Grant (as revenue)	-	-	(16,975)	(33,950)	(16,975)						20
		(40)	(40)	(44,102)	(61,465)	(44,883)	(28,307)	(28,713)	(29,124)	(29,542)	(29,965)	
Net Expendi- ture		69,801	70,974	50,366	51,025	48,262	46,238	46,835	52,441	48,034	48,658	

Thompson Park Finance Plan

The Finance Plan shown in the table above identifies that the how the input of resources for the maintenance of the park will be increased from, to reflect the investment made by the Heritage Lottery Fund and how the overall costs of maintaining the park will be reduced, in line with the cost savings that the Council is being forced to make due to the withdrawal of the Governments Rate Support Grant.

During the period 2016 – 2026, the direct costs of maintaining the park: including staff costs, machinery and materials & equipment will increase by 19% from £45,074 to £53,680. During the same period, it is anticipated that the overall net costs of maintaining the park will fall from £69,081 to £43,790 due to cost savings in non-maintenance items, such as CCTV and new sources of income. These are detailed below:

The key increases in management & maintenance costs are:

Note	Explanation
1	Creation of a post for Apprentice Gardener (3yrs), based in Thompson Park.
2	Additional costs for employing a cleaner to undertake additional cleaning duties in the park at weekends and school holidays from April – September. This is in addition to weekday and existing weekend duty cleaning.
3	Note: Tree team costs for the period of the restoration project are transferred to the Capital budget for period 2017 – 2020 and will increase to approx. £12,000 per year for these three years.
4	The costs of employing a part time Community Engagement Ranger (HLF funded)
5,6,7	Activity plan, volunteer and training costs (HLF funded). The Activity plan budget continues from 2021 at £3,000 to pay for events and activities.
8	A new horticultural supplies budget for Thompson Park to meet additional costs of maintaining the Rose Garden and Italian Garden. This budget will be managed by the Thompson Park Gardener.

The key cost reductions and new sources of income are:

Note	Explanation
9	Business rates of £2,460 are currently payable on the Lodge House because it is in use as an office. Once it returns to residential use there will be no business rates payable.
10	The annual costs of the CCTV camera in Thompson Park is currently £5,704 including line rental and monitoring from a CCTV control centre which is located in Blackburn. It is proposed to continue operating with local recording, but no central monitoring.
11	Property maintenance costs
12	The lodge house, currently used by park rangers as an office, will convert back to a residential dwelling (offered to Green Spaces & Amenities staff) and generate rental income.

Note	Explanation
14	Lease of boat house café & boats: This is currently licenced to Burnley Leisure on nil rent whilst they re-establish the viability of the operation. Once the boat house has been converted into a café a new licence/lease will be negotiated.
15	The Burnley & Pendle Miniature Railway has a lease at a peppercorn. The railway will benefit from an expected uplift in visitor numbers and a contribution towards the overall costs of managing the park will be negotiated in the lease.
16	There is currently no ice cream van concession in Thompson Park. A concession for 20 days per year will be negotiated and will provide an additional offer on busy days when the Boat House capacity is full.
17	The introduction of car parking charges on the proposed car park will generate income through pay & display parking.
18	A concession to operate a few small children's fairground rides on 6 days per year during summer will be offered and generate income of £1200.
19	The installation of the woodfuel boiler in the Pavilion will generate Renewable Heat incentive payments of £1267.
20	If a the restoration project progresses, the HLF Activity Grant will fund the Community Engagement Ranger post (part time) and other associated costs

Monitoring and Review

This management plan has existed and has been updated regularly since 1998 under the review of the Friends of Thompson and Queen's Parks and in the light of feedback from Green Flag judges. There will continue to be an annual review and update of the Action Plan.

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

Appendices

Click on link where available

1. Friends Group Minutes (appendix 1)
2. Development Action Plan (appendix 2)
3. Proposed Park Events (appendix 3)
4. [Burnley's Green Spaces Strategy](#)
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](#)

13. Community Payback Work Programme

Appendix 1

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.

APPENDIX 2: Thompson Park Development Plan **updated Jan 2026**

Appendix 3

Thompson 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

Item	Issue	Action Required	Estimated Cost	Progress
1.0	A Welcoming Place			
1.1	Access Improvements	Resolve the leak coming from water main outside the Colne Road Park Gates which is having a detrimental effect on the access road. Need to involve Council engineers linked to CPT.	Nil as not owned by the Council	Still not Resolved
		Resurface the access road from Colne Road to park gates. When developer has worked on bridge and funding permits.	£6,000	Completed January 2025
		Resurface and improve drainage on the footpath between the lake and the river.	£10,000	2026
		Install a pedestrian safety barrier system to allow the gate from Brun Valley Greenway to the Colne Road entrance access road to be opened again.	£2,000	2026
		Find a solution to prevent unauthorized vehicle access via Ormerod Road, while allowing easy access for Park Rangers, parks staff, Burnley Leisure Trust, and other authorized users.	£1,500	Still not Resolved

Item	Issue	Action Required	Estimated Cost	Progress
1.2	Entrance signage and information	Following the review of public space protection orders, amend the signage if required	£1,000	Complete
		Repaint fingerposts with Community Social Responsibility volunteers or Community Payback.	£500	
		Provide additional historical interpretation for the heritage trail. (General Scarlet)	£500	2026
		Update council website page to show up to date information, opening times etc.	Nil	Complete
		Put the main park notice board near play area/boat house.	In-house	Complete
1.3	Events	Burnley Leisure & Culture & the Friend's group is keen to develop the events program as capacity allows with emphasis on performances and links to local groups. New events introduced for 2023 included the Pendleside Hospice Memories event		In progress
		Inclusive cycling in partnership with British Cycling limitless project		Thursday morning each week
1.4	Friendly and approachable on-site staff	Provide staff with customer service training to ensure consistently high standards of service and equip staff to deal with difficult situations.		Complete
		Encourage more volunteering in Thompson Park through the new Outdoor Town program with Green Activities Coordinator		Ongoing
1.6	Quality of facilities: something for everyone	Add handrail to pavilion steps	£1000	When funding permits
		Replace railings around boathouse landing	£2000	Complete
		Replace railings on the playground boundary with the river	£2000	When funding permits
		Repair paddling pool penstock valve connection	£1,900	Complete
		Continue high standards of cleaning and maintain enforcement & education activities by rangers.		In progress

Item	Issue	Action Required	Estimated Cost	Progress
		Amend byelaws to allowing limited cycling within the park on defined cycle paths linked to the Canal and Brun Valley Greenway.	Nil	Complete
		Install bike maintenance stand in partnership with British cycle limitless project	Nil	Complete
		Maintain a high profile of on-site uniformed and approachable staff		Ongoing
	Boating Lake	Improve water supply from the river to the lake to help maintain water levels	£20,000	2026
		Carry out inspection of lakebed with reference to water leakage, make repairs as required	£1000	2026
	Paddling pool	Remove old cracked and flakey paint and resurface pool area with pre-coloured asphalt	£30,000	2026
		Install French drain Adjacent to the paddling pool to prevent water runoff contaminating public pool water	£500	2026
2.0	Healthy Safe and Secure			
2.1	Fear of Crime, Anti-Social behavior and vandalism	Continue working with Police directly and the multi-agency team		Ongoing
		Implement recommendations from the Footpath Condition Assessment and Access Audit		complete
2.2	Safety of paths and steps	Remove moss from underneath benches using a mechanical brush or using volunteers/Probation Services		Ongoing
2.3	Control of Dogs	Provide signage to allow dog owners to walk dogs between Ormerod Road (top entrance) and the canal towpath.		Complete

Item	Issue	Action Required	Estimated Cost	Progress
		Provide thermoplastic 'no dogs' roundels on the tarmac path at entrances to the park		Complete
		Rangers based in the park and patrol		Ongoing
2.4	Toilet Facilities	Install Changing Places Toilet on car park. Funded through Disability Grant Fund	£87,500	Complete
		Improve the outdoor sand wash area and provide signage encouraging people to use it, in order to reduce the amount of sand being brought into the toilets.	£100	2024/25
		Provide more frequent cleaning of toilets on busy days in summer, including weekends. Part-time Park attendant appointed in 2023.	£3,490 p.a.	Complete
		Investigate automatic doors to save staff time by locking toilets at the end of the day. Wait for results of trial at Towneley Rotunda Toilets.	£1,000	2026
2.5	Provide free drinking water	Repair drinking fountain on boat house wall and bottle filler at changing places toilet		Complete
2.6	General health and safety issues	Offer first aid training to miniature railway volunteers.	£250	Complete
		Install defibrillator at miniature railway cabin	£2000	Complete
2.7	Traffic and Parking	Determine and mark safe location for parking ranger vehicles.	-	Complete
3.0	Well Maintained and Clean			
3.1	Litter	Appoint part-time attendant to help with litter bin emptying and litter picking working afternoon into early evening and weekends		Complete
		Install bin store to house euro bins near playground	£1800	2026
3.2	Maintenance of buildings and features	Complete outstanding roof repairs to pavilion		Complete
		Monitor and review maintenance of buildings in parks to ensure targets for reactive repair are achieved.		Ongoing

Item	Issue	Action Required	Estimated Cost	Progress
		Ensure property services carry out inspection procedures to ensure that following restoration, building and structures are adequately inspected and maintained.		Ongoing
3.3	Maintenance of play and sports facilities	Improve arrangements for filling and emptying paddling pool with installation of new penstock to enable the pool to be emptied quickly and easily		Complete
		Install a hose pipe connection for easier cleaning.		Complete
4.0	Sustainability			
4.1	Improve biodiversity in Thompson Park	Review tree management plan.		In progress
		Develop a Habitat Plan for the park to identify in more detail existing habitats and action that can be taken to increase biodiversity		In progress
		Develop interpretive material that explains biodiversity of park, including a pack for school use	£2,000	No progress
		Continuing to implement meadow management and monitor species changes annually		Ongoing
		Introduce new species by transfer of hay from the Rowley Meadow sites and over seeding with shade tolerant wildflowers and planting of naturalizing spring bulbs.	£500	In progress
		Introduce more bird and bat boxes	£500	Complete
		Switch from annual bedding plants to herbaceous perennials that encourage bees, butterflies and other pollinators	-	Complete
4.2	Waste Management	Retain & compost green waste on site as a mulch using former compound		Complete
		Install bin store near car park to keep Boathouse Café clear of bins and smell.		Complete
4.7	Energy/resource conservation	Install mains supply dehumidifier in Pavilion and Boathouse to prevent unnecessary heating.		Complete
		Investigate and implement use of a wood fuel boiler to heat pavilion and introduction of LED lighting, etc..		Complete

Item	Issue	Action Required	Estimated Cost	Progress
		Switch to battery powered mowers, strimmer's, leaf blower, etc. when equipment next replaced	-	Ongoing through Climate Change Action Plan
	Use of herbicides, pesticides and fungicides	Make greater use of mechanical sweeping to manage moss problems on less well used paths and/or use of organic algaecide and weed burner	-	Ongoing
	EV Vehicles	Install Vehicle charging points into works compound.		Complete
5.0	Conservation and Heritage			
5.1	Awareness and expertise of staff Protection of built heritage from inappropriate maintenance or development	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.	In-house	Complete but refreshing for new gardener
		Consider replacing bins with a more durable design and larger capacity	See above	Complete
6.0	Community Involvement			
6.1	Friends of Thompson and Queen's Parks	Continue to support the Friends group with staff attending FoTQP meetings.		ongoing
		Organise an annual Thompson Park user forum/ consultation community drop in event for representatives of all the user groups and public to attend		June 2024
		Park rangers to develop closer links to schools and assist with visits and delivery activities		Ongoing
		Develop a Friends website to host all park friend's groups	See 6.1	Complete
		Promote a regular Volunteer in Parks Day (Tuesday morning)		Complete

Item	Issue	Action Required	Estimated Cost	Progress
7.0	Marketing			
		Develop new website for Thompson Park.co.uk to promote the park and advertise times when the boats, trains and café are open.		Complete

Appendix 3

Park Events 2026

Park Events 2026

Event Name	Venue	Event Date/s	Event Time/s
Pendleside Hospice 'Memories on the Lake'	Thompsons Park	16 th May	Early evening

Please note that events are added as time progresses

APPENDIX A : Thompson Park: Park Inventory, Responsibilities and Resources

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
TP1.0	Toilets					
TP1.1	Play Area Toilets	Inspect and clean	Gardener	Daily		Refurbished HLF
		Additional cleaning summer week-end and holidays	Temp gardener	Daily	£1,800 additional part-time cleaner in summer	
		Deep clean	Gardener	Monthly		
		Ad hoc repairs	Property		Property budget	
		Clear gutters	Gardener	Annually	Existing Team	
		Repaint interior walls	Gardener	Annually	£100	
TP1.2	Visitor Centre Toilets	Inspect and clean	Ranger	Daily	Gardner	Refurbished HLF
		Additional cleaning summer week-end and holidays	Temp Gardener	Daily	Additional cleaner in summer, as above	
TP2.0	Litter and Bins					
TP2.1	Litter	Litter pick park	Gardener	2 x weekly	Additional cleaner in summer as above	Encourage volunteer help
TP2.2	Bins	Empty	Gardener	2 x weekly, daily during school holidays		Bin provision needs reviewing, possibly fewer, larger capacity bins
TP2.3	Bins	Clean and disinfect liners	Gardener	Annual		
TP2.4	Bins	Adhoc repairs or replacement of damaged or worn out bins	Gardener		£300 per bin	
TP3.0	Entrances, Gates & Railings					
TP3.1	Ormerod Road main gates and railings	Check	Ranger	Weekly	Existing Team	Restored HLF
		Paint gates	Property	5 years	Property budget	
		Clean entrance sign	Gardener	Annually	Existing team	New item HLF
TP3.2	Ormerod Road top entrance	Check	Ranger	Weekly	Existing team	Restored HLF

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
		Inspect & paint	Property	5 years	Property budget	
		Clean entrance sign	Gardener	Annually	Existing team	New item HLF
TP3.3	Canal Entrance	Check	Ranger	Weekly	Existing team	Restored HLF
		Paint gates	Property	10 years	Property budget	
TP3.4	Bank Hall entrance	Check	Ranger	Weekly	Existing team	Restored HLF
		Inspect and paint	Property	10 years	Existing budget	
		Clean entrance sign	Gardener	Annually	Existing team	New item HLF
TP4.0	Soft Landscape					
TP4.1	Tree Management	Tiller trees	Gardener	Annually	Existing team	
		Weed & Mulch base of young trees	Gardener	Annually	Existing team	
		Watering establishing trees	Gardener	As required	Existing team	
		Removal of self-seeded trees	Gardener	Annually	Existing team	
		Inspect mature trees	Tree Officer	Annually	Existing team	
		Pruning and felling	Tree Officer / Tree Team	Each winter	Existing team	Following tree management plan part of HLF Restoration
		Check tree trail	Tree Officer	Annually		
TP4.2	Ornamental Lawns	Mow	Gardener	Fortnightly, March - October	Existing team	
		Edge off	Gardener	Fortnightly, March – October	Existing team	
		Apply fertiliser or weed and feed	Gardener	Annually	Fert cost £200.00?	
		Leaf clearance	Gardener, Town Centre and tractor teams	Annually	Existing team	
TP4.3	Mown Grass	Mow	Gardener	Every 3 weeks March – October	Existing team	
		Strim obstacles and edges	Gardener	Every 3 weeks March – October	Existing team	
		Leaf clearance	Gardener, Town Centre and tractor team	Annually	Existing team	

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
TP4.4	Meadows	Cut and remove hay	Tractor Team	June & Sept	Existing team	
		Mow edges of meadow areas	Gardener	Every 3 weeks March – October	Existing team	
		Wildflower plug planting	Gardener	April	£300	With volunteers
		Naturalising bulb planting	Gardener	October	£300	With volunteers
TP4.5	Rose Garden	Prune roses	Gardener	Annually	Existing team	Redesign and replant rose garden through HLF
		Edge off	Gardener	Every 3 weeks March – October	Existing team	
		Mulch beds	Gardener	Annually	£250	
		Apply fertiliser	Gardener	Annually	£100	
		Apply fungicide	Gardener	As required	£100	
		Weed beds	Gardener	Every 2 weeks March – October	Existing team	With volunteers
TP4.6	Italian Garden	Cut back herbaceous perennials	Gardener	Nov – Jan		
		Mulch	Gardener	Jan		
		Fertilise	Gardener	jan	£200	
		Cut box hedge	Gardener	Every 2 weeks March – October	Existing team	With volunteers
		Weed	Gardener	Every 2 weeks March – October	Existing team	With volunteers
		Rake and compact Breedon Gravel	Gardener	Annually	Existing team	
		Trim privet hedge	Gardener	Twice yearly	Existing team	
TP4.7	Beech Garden	Trim beech hedge	Gardener	Annually	Existing team	
		Clean hedge bottom	Gardener	Twice yearly	Existing team	
		Cut back perennials	Gardener	Annually	Existing team	Help from volunteers
		Weed and edge off	Gardener	Every 2 weeks March – October	Existing team	
		Lift & replant perennials	Gardener	Annually	Existing team	Help from volunteers

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
TP4.8	Shrub Planting Areas	Prune shrubs	Gardener	Annually	Existing team	Help from volunteers
		Weed and edge off	Gardener	Monthly March – October	Existing team	Help from volunteers
		Mulch beds	Gardener	Annually	Existing team	Help from volunteers
		Apply herbicide	Gardener	Twice yearly	Herbicide £50	
TP5.0	Hard Surfaces, Footpaths and Steps					
TP5.1	Bitmac footpaths	Recorded inspection	Gardener	Monthly	Existing team	Some paths resurfaced under HLF
		Repair potholes using bagged bitmac	Gardener	As required	Existing team	Some paths resurfaced under HLF
		Sweep paths	Sweeper	6 weeks	Existing team	
		Hand sweep narrow paths	Gardener	6 weeks	Existing team	
		Herbicide treatment	Gardener	Annually	Existing team	
TP5.2	Gravel paths Rose Garden	Rake and compact	Gardener	Annually	Existing team	Restored HLF
TP5.3	Gravel paths Italian Garden	Rake and compact	Gardener	Annually	Existing team	
TP5.4	Steps Italian Garden	Recorded inspection	Gardener	Monthly	Existing team	Restored HLF
TP5.5	Ormerod Road Steps	Recorded inspection	Gardener	Monthly	Existing team	
TP5.6	Car park	Recorded inspection	Gardener	Monthly	Existing team	New item HLF
		Repair potholes	Gardener	Monthly	Existing team	New item HLF
		Sweep paths	Gardener	6 weeks	Existing team	New item HLF
TP5.7	All hard surfaces	Herbicide application	Gardener	2 x year	Existing team	
TP6.0	Park Features					
TP6.1	Shelters	Inspect and clean	Gardener	Daily		Restored HLF
		Weedkill	Gardener	Twice yearly	Herbicide	
		Ad hoc graffiti removal	Gardener	As required	Existing team	
		Ad hoc repairs	Property	As required	Property budget	
		Inspect and paint as required	Property	5 years	Property budget	

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
TP6.2	Paddling Pool	Sweep / blow surface	Gardener	Twice weekly, daily during school holidays	Existing team	Restored HLF
		Fill and drain pool	Gardener / Ranger	Daily in good weather; week-ends and school holidays	Metered water	
		Clean & chemical treat to remove algae etc	Gardener	March		
		Repaint	Gardener and Town Centre Team	Annually	£500	Not required after restoration?
TP6.3	Play Area	Visual check	Gardener	Daily in summer	Existing team	Refurbished with HLF funding
		Inspect equipment	Gardener	Weekly	Existing team	
		Rake and weed woodchip	Gardener and Playground Team	Weekly	Existing team	
		Weedkill hard surfaces	Gardener	Twice yearly	Herbicide £50.00	
		Rake and weed sand	Gardener	Weekly	Existing team	
		Top up woodchip and sand	Tractor and Playground Teams	Annually	£300	
		Ad hoc equipment repairs and maintenance	Playground Team	As required	Playground budget	
		Equipment maintenance	Playground Team	Monthly	Existing team	
		Quarterly inspection	Assistant Parks Officer	4 x year	Existing team	
		Independent play equipment inspection	Zurich Municipal	Annual	£50	
TP6.4	Miniature Railway	Inspection of track and fittings	BPMRS members	Weekly	BPMRS	Help from volunteers
		Track or infrastructure repairs / maintenance	BPMRS	As required	BPMRS funds	Help from volunteers
		Weedkill track bed	BPMRS	Twice yearly	BPMRS	
TP6.5	Boating Lake	Drain and clean lake	Town Centre and Tractor Teams	Annually	Existing teams	Restored HLF
		Apply treatment to prevent algae build up	Gardener	5 applications in summer	£500	

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
		Check and unblock inlet	Gardener / jetter contractor	6 – 7 times yearly	If jetter required £100 per visit	
		Top up water level	Gardener	Weekly	Existing team	
		Clean and sweep boat deck	Burnley Leisure	Weekly in summer	Burnley Leisure volunteers	
TP7.0	Building and Structures (note see section TPX for health & safety tasks)					
TP7.1	Pavilion	Building check	Gardeners / Rangers	daily	Existing team	Restored HLF
		Clean building	Rangers	Weekly	Existing team	
		Maintenance and repairs	Property	As required	Property budget	
		Clean gutters	Gardener	2 x year	Existing team	
		Clean windows	Contractor	2 x year	Property budget	
		Repaint	Property	5 years	Property budget	
TP7.2	Boathouse	Building check	Gardener / Leisure in Burnley	Daily	Existing team	Improved HLF
		Clean building	Leisure in Burnley	Weekly	Existing team	
		Maintenance repairs	Property	As required	Property budget	
		Repaint	Property	5 years	Property budget	
		Check boats, equipment inc. life jackets and oars	Burnley Leisure	Daily when in operation		
		Repair / replace old or worn out boats	Burnley Leisure	As required	Leisure budget	
		Manage kiosk	Burnley Leisure		Income to Leisure	
TP7.3	Lodge house	Check	Gardener / Rangers	Daily	Existing team	Possibly private rent after restoration providing income
		Clean building	Rangers	Weekly	Existing team	
		Maintenance and repairs	Property	As required	Property budget	
		Repaint	Property	5 years	Property budget	
		Garden maintenance	Tenant			
TP8.0	Park Furniture					

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
TP8.1	Seats	Check	Gardener	Daily	Existing team	
		Repair damage	Gardener	As required	Existing team	
		Renovate seats	Gardener and Town Centre Team	Winter in inclement weather	£75.00 per seat	
TP8.2	Picnic Tables	Check	Gardener	Daily	Existing team	Survey suggests more are required
		Repair damage	Gardener	As required	Existing team	
		Reapply woodstain	Gardener	Annually	£100	Help from volunteers
						Only in Rose Garden at the moment
TP8.3	Commemorative seats	Check		Gardener	Weekly	Existing team
		Reapply woodstain	Gardener	Annually	Cost to purchaser of seat	Help from volunteers
		Repairs	Owner or gardener	As required	Cost to purchaser	
TP9.0	Ecology					
TP9.1		Survey meadow sites	Ecology ranger	Annually	Existing staff	Help from volunteers
TP9.2		Bird survey	Burnley Wildlife Forum	Annually		Help from volunteers
TP9.3		Check, repair & replace bird and bat boxes	Ecology Ranger	Annually		Help from volunteers
TP10.0	Health & Safety					
TP10.1		Legionella runoffs	Gardener / Ranger / Burnley Leisure / BPMRS	Weekly	Existing team	
TP10.2		PAT tests	Property	Annual	Property budget	
TP10.3		Fire extinguisher tests	Property	Annual	Property budget	
TP10.4		Risk Assessments review and update	Parks Officer & Gardeners & Rangers	Annual	Existing staff	
TP10.5		H & S Audit	Health & Safety Officer	Annual	Existing staff	

Ref	Description	Action	Responsibility	Timing	Cost/Resources	Notes
TP10.6		COSHH updates	Parks Officer	Annual	Existing staff	

Appendix 13

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 Hal-lows 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									

Thompson Park Management & Maintenance 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
Queens Park	Prepare and re-paint park railings	Any	90 days	Paint Brushes 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, cutting back small trees overhanging the path	Any	5-10 days	Saws, spades, picks, wheelbarrows	500m	Sean Kerr		B		2026
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

Thompson Park Management & Maintenance 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
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>
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

Thompson Park Management & Maintenance 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
Memorial Park	Refurbish notice-boards at Black-burn Road entrance and green-way 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 metal-work 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 multi-year 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>		

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
	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		
	Play Area Schemes									
Various play-ground sites	Topping up sand and woodchip following full refurbishments of play-grounds	Oct - March	1 – 5 days per site	Wheelbarrows, shovels, rakes	TBA	Carly Glover		C		

Contacts

Name	Position	Mobile	landline
Mark Holt	Greenspaces Manager (NE Burnley, Thompson Park, Queen's Park, Scott Park)	07855820941	01282 425011 ext 3172
Tracey Dowson	Senior Park Ranger	07967179799	01282 831053
Sean Kerr	Parks Officer (Padiham, Ightenhill & Towneley)	07896119329	01282 425011 ext 3174
Neil Jackson	Assistant Tree Officer	07816230435	01282 425011 ext
Carly Glover	Playground and Events Officer	07580832156	01282 425011 ext 3171
Simon Goff	Head of Green Spaces and Amenities	07971 033197	01282 425011 ext 7223