

Ball Grove Park

Management Plan

January 2020 Update

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Ball Grove Park Management Plan

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Ball Grove Management Plan

1.0 Introduction

1.1 Summary

The Council made a commitment through their Parks Strategy 2007 – 2017 to develop and introduce individual Management Plans for all of Pendle's parks. The Council recognises that all parks are unique and need different management and maintenance regimes employed within them.

Pendle has a mixture of urban and rural settlements with the distinct geographical nature of the borough reflected in the wide variety of parks in evidence. To enable flexibility and adapt parks management to tie in with a specific parks needs and characteristics and the people it serves, individual management plans have been introduced for the management and development of parks that can be shared by staff at all levels and by different park user groups.

The aim of this Management Plan is to outline how Pendle Borough Council will develop, maintain and manage Ball Grove Park. The implementation of the action plan will be done in collaboration with key stakeholders and other partners to ensure the full involvement of the local community and create a sense of ownership from users.

The Plan is reviewed and updated on a bi-annual basis. However, it is not seen as the finished article and is intended to be a live, working document that management are flexible with, and as such is subject to change as appropriate.

In addition to contributing to the Council's wider corporate objectives, Environmental Services aims and objectives and the park issues most pertinent to the local community, this Management Plan has also been produced with a view to achieving Green Flag Award Status for Ball Grove Park, and as such, the management and development of the park is in accordance with the key criteria of the Green Flag Award as specified by Keep Britain Tidy.

1.2 Process to produce plan

This Management Plan has been driven and developed principally by a core working group. The Group steer the plan's development, implementation and review, and consists of:

Kieron Roberts, Green Spaces Manager (PBC Environmental Services)

Lee Johnson, Senior Park Keeper/Tree Officer (PBC Environmental Services)

Keith Higson, Senior Parks Officer (PBC Environmental Services)

During the development process, the following persons or outside sources were consulted and have had some degree of involvement:

Friends of Ball Grove Park & Nature Reserve

Landscape Maintenance Officers & Supervisors (PBC Environmental Services)

Environmental Action Group (EAG)

PBC Accountancy & Audit Services

PBC Legal Services

Liberata - Property & Estates Management

The majority of the above persons/outside sources will be consulted with and involved in, the annual review process of this Management Plan to be undertaken between October and January of each year.

A list of all key stakeholders can be found in Appendix 1.

2.0 Where are we now?

The aim of this section of the Management Plan is to give a brief introduction to Ball Grove Park, its facilities, existing management of the park and also the strategies, corporate policies, Public Space Protection Orders (PSPO's), licences and covenants that may affect the management of the park both at present and in the future.

2.1 Site Description

2.1.1 Ownership

The following plan overleaf shows the precise area of the park.

2.1.2 Grid Reference & Area Size

Grid Reference: SD 9090 4038

Area Size: 3.9 Hectares

[Ball Grove Park on Google Maps](#)

2.1.3 General description

Ball Grove Park is recognised by Pendle Borough Council (PBC) as a local park. Situated off Winewall Road, the park represents an important open space used by local people for quiet recreation and leisure activities. The park does not feature in the National Register of Parks and Gardens.

Although very little evidence now exists, the park was once the site of a large tannery mill.

The park features include a large play area, lake, three car parks, picnic area and café including toilets.

A section of the long distance footpath known as the Ferndean Way runs through the park.

2.1.4 Current uses

Ball Grove Park is primarily used by local people for quiet recreation pursuits such as walking, exercising dogs, visiting the café, fishing in the lake and informal games. However, as part of the Ferndean Way, the park has the potential to attract visitors from outside the local vicinity and the Borough.

2.1.5 Facilities & features

The facilities and features for Ball Grove Park are as follows;

- Play area
- Lake



- Picnic area
- Café (in the Barn)
- Car parks
- Toilets (in the Café)
- Paths suitable for people with low mobility
- On site interpretation

[More information is available through the council website](#)

2.1.6 Access

Local users

Ball Grove Park is located approximately a mile east of Colne Town Centre. The site can be accessed through the main entrance off Winewall Road (OS grid reference SD 9084 4010) or from the car park entrance off Ball Grove Drive (OS 9085 4037).

Driving directions from the M65

Follow the M65 until its termination at Colne (Junction 14). At the roundabout, take the first exit on to the A6068, Vivary Way. Follow this road for approximately 1.75 miles crossing two roundabouts. At the third roundabout take the second exit. Immediately after leaving the roundabout take the first right in to Cotton Tree Lane. Follow the road until a factory is reached. Take the first left after the factory in to Winewall Road. Take the first left, before the bridge, in to Ball Grove Park. Car parking is available on the left.

Postcode for GPS use is BB8 7BS.

Bus

There are two bus routes that stop close to Ball Grove Park. These are the [Route 25 \(Burnley to Keighley\)](#) and [Route 21 \(Burnley to Trawden\)](#). Both routes are operated by Burnley & Pendle Travel Limited.

Bike

At present there are no dedicated cycle routes to Ball Grove Park.

2.2 Brief History

Records show that Ball Grove Park was once the site of a water powered cotton mill. In 1860, the mill was sold to John and William Sagar who significantly developed the site in to a tannery. This mill was one of the largest tannery factories in Europe.

The two lodges that are present in the park and the neighbouring Local Nature Reserve were once used to power the mill and supply over 100,000 gallons of water per day to the tannery process.

In 1970, the Sagar's tannery mill was declared bankrupt and was demolished in 1974. The two lodges were retained.

In the 1980's the park was developed in to a picnic site. The lodge was drained and dredged with the surrounding land being landscaped.

2.3 Existing Management & Maintenance

All maintenance tasks in the park are identified in the Landscape Maintenance work programme which covers all aspects of landscape maintenance (including highway tendered work) across the Borough of Pendle.



We have a dedicated Landscape Maintenance Parks team that maintain all Parks across Pendle. They are based at the Fleet Street Depot in Nelson.

Although mobile teams carry out maintenance work in the park, there is a lot more flexibility in relation to one off jobs and we regularly deviate away from the schedule to ensure that the park is maintained to a good quality with a large amount of input from Officers, landscape maintenance staff and the Friends Group.

Maintenance of the interior and exterior of buildings within the park is the responsibility of the Council with technical advice, when needed, sought from the Council's partner Liberata via its Property Services. The Council's Waste Services section has been charged with the responsibility of emptying all litter and dog waste bins across Green Space sites. All other maintenance tasks are the responsibility of the Landscape Maintenance team.

| Task | Quantity | Unit | Frequency per annum |
|------------------------------|----------|----------------|---------------------|
| Grass cut medium maintenance | 24617 | m ² | 12 |
| Grass cut low maintenance | 13525 | m ² | 6 |
| Grass vegetation maintenance | 550 | m ² | 2 |

| | | | |
|-----------------------------------|------|----------------|-----|
| (strim) | | | |
| Edge maintenance (hard) weed kill | 1507 | Linear metre | 2 |
| Edge maintenance (hard) strim | 1507 | Linear metre | 1 |
| Dig & Manure - Herbaceous beds | 131 | m ² | 1 |
| Prune Area – Herbaceous beds | 131 | m ² | 1 |
| Cut Back Area – Herbaceous beds | 131 | m ² | 1 |
| Sweep path & steps | 6334 | m ² | 12 |
| Inspect playground | 1 | No. | 52 |
| Empty litter bins | 7 | No. | 156 |
| Clean gullies | 10 | No. | 2 |
| Litter pick site | 1 | No. | 156 |

2.4 Strategic Context

This section of the management plan provides a summary of information contained within a variety of strategic documents and policies that are relevant to, and may have a potential impact on the management of Ball Grove Park.

The following local and national strategies were taken in to account in the writing of this management plan. This section also outlines where Ball Grove Park sits within the strategic context of the Council and how the Park contributes to the overall aims and objectives of the Council.

Pendle Council Strategic Plan 2018 – 2020

The Council's Strategic Plan 2018-20 sets out what the Council are doing about the priorities set out in the Sustainable Community Strategy. It also lists the major issues/actions the Council will be looking at during this period. The plan shows how the Council will contribute to the eight agreed priority outcomes in the Sustainable Community Strategy and provides headline actions for the year ahead. The headline actions come under the Council's four key objectives, these are:

- Working with partners, the community and volunteers to sustain

- services of good value.
- Helping to create and sustain jobs with strong economic and housing growth.
- Helping to create and sustain resilient communities.
- Maintaining a sustainable, resilient and efficient organisation which is digital by default.

Ball Grove Park's Management Plan can make a contribution to actions under the first and third strategic objectives.

Pendle Local Plan Part 1: Core Strategy

The Pendle Local Plan Part 1: Core Strategy was formally adopted by the Council on the 17th December 2015. The Strategy is the key Development Plan Document (DPD) that will form part of the new Local Plan for Pendle.

It sets out the strategic planning policies the Council will use to help guide development to the most sustainable places over the 15 year period between 2015 and 2030.

All other planning policy documents must build on the principles set out in the Core Strategy regarding the development and use of land in the Borough. Its strategic objectives accord with the goals established in the Sustainable Community Strategy.

A broad framework for the protection and enhancement of our natural and historic environments (including nature conservation and open space sites) is to be looked at as part of the development of the Green Infrastructure (GI) Strategy.

The Council has previously adopted a number of documents that consider the provision of open space, parks, sports and recreation, and biodiversity in the Borough. These include:

- Pendle Open Space Audit (2019)
- Outdoor Recreation Strategy
- Parks Strategy 2007 – 2017
- Children's & Youth Play Area Strategy 2006 – 2016
- Park Management Plans
- Biodiversity Audit 2010

It is proposed that the GI Strategy will bring together much of the contents from these documents in order to take a more integrated and strategic approach to the provision and management of green space in Pendle.

There will be numerous actions and policies set out within the document that will

relate to, or will have implications for, Ball Grove Park.

Pendle Equality Plan

The Council is committed to ensuring that it continues to comply with the Equality Act 2010.

Environmental Services contribute to the Council's Equality & Diversity objectives taking in to consideration all aspects of equality and diversity that may impact upon service delivery, e.g. Race, Disability, Sexual Orientation, Religion, etc.

The Service Area endorses and adheres to the corporate commitment and has incorporated this in to any developments, plans, policies and practices to enable better equality of opportunity and improved access for all Parks related services.

Environmental Services Service Plan 2019/20

Within the Service Plan, there are priorities and actions relevant to all Parks. The actions outlined below directly affect/impact upon all Green Flag Parks in Pendle.

| Environmental Services | Environmental Services |
|--|--|
| Continue to work with Town and Parish Councils during the transfer of services, particularly transfer of Parks, to ensure we provide good value services that meet the needs of our Town/Parish Council Clients. | Implement the Public Space Protection Orders (PSPO's) in Pendle's parks and recreation facilities. |

Pendle's Parks Strategy 2007 – 2017

This document ceased to exist at the end of 2017 and there are no plans to develop a new one due to the fact that all of Pendle Borough Council's Parks are due to be transferred to more localised Town/Parish Council's in 2020 and 2021.

Climate Emergency Action Plan 2020

The Borough of Pendle supports the creation of low carbon communities and is striving to be more energy efficient. As a response to the ongoing climate crisis the world is currently experiencing, a Climate Emergency action plan has been recently developed by the authority.

Environmental Services have specific actions set out in the Council's action plan that we must look to deliver in relation to reducing carbon emissions, energy usage and adaptation.

Wildlife Surveys

A wildlife survey of the Park was undertaken in 2001 by the Wildlife Trust to identify opportunities for environmental enhancement of the Park and to increase community involvement in relation to future design, implementation and maintenance. The report identified a number of potential projects and recommendations.

In 2017, a wildlife survey by Lancashire Wildlife Trust was done of the Nature reserve which included the new extension. The Park needs to be surveyed again in the short term but this may not happen until it has transferred to Trawden Forest Parish Council.

Quantified Tree Risk Assessments and Surveys

As part of a risk management process a decision was taken by the Risk Management Working Group to carry out Quantified Tree Risk Assessment (QTRA) across all our high risk parks and green spaces in Pendle with the exception of Walverden Park which has a more detailed survey and management plan instigated by their Friends Group.

QTRA's were carried out by a local independent specialist in 2019. The surveys for Ball Grove revealed that there were no red ratings (high risk) but there were 3 trees recognised as amber and 3 trees recognised as yellow. The amber trees will need monitoring over the next year by the Tree Officer. No immediate work is necessary at the current time.

Natural Environment and Rural Communities Act 2006 (Biodiversity Duty)

Local authorities in England and Wales have a key role to play in the conservation of biodiversity and this is now recognised and formalised within Section 40 of the Natural Environment and Rural Communities Act (NERC) 2006, where:

“Every public body must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity”

With this in mind, any works carried out within Ball Grove Park or indeed any of Pendle's parks, should not be to the detriment of the local biodiversity and where possible should include an element to the scheme that would improve the environment for future generations.

Public Health – Pendle Health & Well-being Group

A new Pendle Health & Well-being Partnership has been set up to replace the Pendle Health & Well-being Group that was established in 2015. The new group meets bi-monthly and the Chair alternates between Pendle Council and the local Clinical Commissioning Group (CCG). The Partnership will play a crucial role in helping to improve public health in Pendle and tackling the wider detriments of health.

Environmental Services main aim is to encourage greater use and access to green spaces for the positive benefits of improved mental health, physical activity and relaxation (to deal with stress related problems).

2.5 Bye-Laws

The Borough of Pendle has bye-laws for pleasure grounds, public walks and open spaces in relation to Parks, Cemeteries, Outdoor Recreation and Open Spaces. The bye-laws incorporate rules pertinent to Ball Grove Park.

The existing bye-laws (which were first brought in to force in 2009) have been reviewed and will be incorporated in to the new Public Space Protection Orders (PSPO's) that we will be implementing across all Parks from February 2020.

Public Space Protection Orders (PSPO's)

Public Space Protection Orders (PSPOs) were brought in under the Anti-Social Behaviour, Crime and Policing Act 2014.

PSPO's specify an area where an activity is taking place that is likely to cause nuisance or be detrimental to the community's quality of life. The order also imposes conditions or restrictions on people using that area.

The Council committed to placing PSPOs on all play areas and MUGAs outside of parks during the 2016/17 financial year. From February 2020, the Council will introduce and enforce PSPOs within recreational and parks sites. The existing bye-laws and some new ones have been included in the new Parks PSPO's.

2.6 Leases, licences and covenants

During 2015 works were carried out on the barn to provide café and toilet facilities. The new cafe proprietor took up residence in November 2015 and a 10 year lease for two thirds of the barn building was signed in July 2016.

2.7 Recent Developments

This section of the document provides a brief summary of works carried out and/or improvements/progress made within the Park during the life of the management plan.

- Refurbishment of play area.
- Installation of interpretation board at Ball Grove Drive Car Park.
- Installation of interpretation board on Lake side.
- Improvements to river carried out in partnership with Environment Agency and River Ribble Catchment Trust
- Installation of stone feature seating.
- Surfacing works to the Winewall entrance.
- Installation of brown tourism signage.
- Installation of wildflower meadow.
- Re-instatement of day time fishing.
- Extension to wildflower meadow.
- Installation of additional meadow along hedgerow.
- Relocation of barrier at Winewall Road entrance.
- Removal of fencing at Winewall Road entrance.
- Installation of new interpretation board at Winewall Road entrance.
- Installation of new entrance signage at Ball Grove Drive entrance.
- Installation of two fish passes.
- Upgrade of riverside footpath.
- Upgrade of Winewall Entrance Car Park Lighting to LED.
- Installation of flower beds at Winewall Road entrance.
- Installation of bark path at Winewall Road entrance.
- Installation of new steps from Ball Grove Drive Car Park to Lakeside Car Park.
- Installation of new information case at the barn.
- Refurbishment of the barn to allow part to be leased as a Café.
- Opening of café
- New signage for café
- Partnership management of lake with Burnley, Pendle and District Anglers Association.
- Improvements to drainage behind the barn.
- Re-location of brown tourism sign at the junction of Keighley Road and Ball Grove Drive to make them more visible from the road.
- Regular volunteer working days with Friends Group members and Burnley, Pendle & District Anglers Association to improve the Park. A number of days have concentrated on the improvement of the lake surroundings, e.g. paths, fishing pegs and access to the pegs.
- Installation of new signage at the entrance to the top car park and at the top of the slope that leads down to the lower level car park. The signage relates to additional parking and the availability of a key for the height barrier at the café.
- Installation of a handrail on the slope leading from the top car park down to the lower level car parking. This was done to improve

safety for pedestrians using the slope as it gets very slippery during the winter months.

- New website for the Park developed by the Friends Group and local Councillors. The website is in its infancy but provides some basic information on the Park, its history and some old photos of the Park.
- Creation of new woodland footpath from top car park towards the Nature Reserve. This is an ongoing project that has involved two working days with young people from the National Citizen Service.
- Replacement of wooden bollards on boundary of top car park to steel posts.
- Re-located the barrier at the Winewall entrance and installed new combination safe on wall nearby (this includes a key for the barrier in an emergency).

Developments during the last review period include:

- Green Flag Flagpole has been serviced and repaired.
- Upgrade of existing compacted stone paths as a result of the MHCLG'S Parks Improvement Funding.
- Improvements to height barrier at the main car park.
- Decision made to move EAG out of the main Park building and re-locate to Fleet Street in Nelson (this will be completed by April 2020).
- Undertaken QTRA for Ball Grove Park.
- Implemented the Parks PSPO's.

Restructure (that was implemented from April 2019)

The Council went through another restructure exercise in 2019. Neighbourhood Services was abolished at the end of March 2019 with the Green Spaces strategic and outreach staff moved in to the Environmental Services section to join the administration and operational functions (Landscape Maintenance).

This in effect brings it back full circle to how we operated approximately 4 years ago, thus we hope it will provide stability and a more joined up approach to managing Parks and other green space sites for the future.

Financial and operational implications for Environmental Services

Over the last 5 years, a significant amount of savings have been made in relation to the management of Parks and Recreation sites. In addition, Capital schemes have been significantly reduced to a point where there is more or less no Capital Programme.

The Chief Executive and the Corporate Director continue to ask all Managers of the Service Groupings to reduce their operational costs on an annual basis. As such, all staff are being asked to come forward with money saving ideas for their particular

section and the Council in general.

In view of the financial position of the Council and the impending transfer of Parks to Town and Parish Councils, Officers have reduced action plans to a more manageable size. The lack of finance has seriously affected some of our plans for parks in recent years and as such we have continued to work with the Friends Groups in working up action plans that are more realistic and less ambitious than previous.

We also continue to put the onus on Friends Groups/Other Organisations to be more proactive in sourcing external funding and initiating/carrying out small scale projects through the advent of volunteer time. Officers will continue to work with the Friends Groups and other volunteer groups to source funding and develop small scale projects in the parks until that time when they officially transfer over to their respective Town/Parish Council.

Transfer of Services to Town/Parish Councils

In order to reduce operating costs, shed liability and to contribute to meeting the target savings needed to enable the Council to survive and function in the medium term, the Council have (and continue to) transferred a number of services to Town and Parish Councils over the past 3-4 years. This process begun in 2015 with the transfer of community halls and public toilets.

In 2016/17, play areas and MUGAs outside of parks were transferred along with bus shelters, on-street seating and CCTV.

Most notably though is the decision by Senior Management and Councillors to look at the transfer of its parks to Town/Parish Councils between 2017 and 2021.

Three Pendle Parks transferred to their respective Town/Parish Councils in 2018, these were:

Valley Gardens, Letcliffe Park & Victory Park – Barnoldswick Town Council

Alkincoats Park transferred to Colne Town Council in Jan 2020.

Barrowford Park is due to transfer to Barrowford Parish Council in April 2020.

The remaining six Parks still under Pendle Council ownership are due to be transferred in 2020/21. However, this is dependent upon their respective Town/Parish Councils agreeing to this.

For the three Barnoldswick Parks that transferred in 2018, it was agreed that the Council's Landscape Maintenance Team continue to undertake the maintenance of the Parks for at least the next 2 years. The Town Council will pay Pendle Council an annual fee to carry out this work. This is due to be reviewed in March 2020.

Once Barrowford Park is transferred, the Parish Council have agreed to pay Pendle Council to continue maintaining it for 2020/21.

Until the remaining six Parks are transferred over to the Town/Parish Councils, they have been asked to pay 100% of the total Grounds Maintenance costs in 2020/21 to maintain the Parks on an annual basis.

In respect of Ball Grove Park, Trawden Forest Parish Council has agreed to pay the full 100% in 2020/21. They have also intimated that they are working towards transferring ownership of the Park from Pendle Council to them during the next 6 months. Once the transfer has been completed, we are unsure as to whether Pendle Council's Grounds Maintenance Team will continue to maintain the Park as the maintenance schedule may be subject to a tendering process.

Consequently, all of the above changes will have an enormous impact upon the delivery of Parks across Pendle and it will be dependent on each individual Town or Parish Council as to whether they continue to be involved with the Green Flag accreditation scheme.

As a result of the transfers, the two Park Keeper roles (that were previously in the now defunct Neighbourhood Services) were lost at the end of March 2018 (these members of staff were re-deployed to other sections within Environmental Services). This has had a significant negative impact upon the Green Spaces section and has reduced our resources in so much as that we can only do limited volunteer working days at the remaining six parks under our control.

3.0 Where do we want to get to?

3.1 Vision

Pendle Council are committed to providing a safe, well-maintained, diverse, vibrant and accessible network of quality parks across the Borough that builds on and respects the traditional roles and heritage, whilst encouraging a modern forward thinking approach to all aspects of the management and development of parks.

The Council is also committed to satisfying the needs of all members of our community, ensuring the parks meet current and changing demands and improving our social, environmental and economic well-being whilst positively contributing to the 'Cleaner, Greener, Safer' Liveability agenda and corporate vision of establishing Pendle as a great place to live, learn, work and visit.

Management aim to positively contribute to this vision for all parks through the development of a good quality management plan for Ball Grove Park. The Council recognise the importance of Ball Grove Park as a local resource and aim to get more usage and involvement from local residents. We want a park representative of the local area's needs, that instils people with a sense of pride and which establishes a greater degree of ownership from all sections of the community.

3.2 Site Assessment & Analysis

To enable us to achieve our vision and realise our aspirations, we need to assess Ball Grove Park's current position in relation to the key criteria laid down by Keep Britain Tidy's Green Flag Award Scheme. As part of the Green Flag Award assessment, judges produce a feedback report (for formal judging and mystery shop) detailing strengths and weaknesses and provide recommendations as to what we can improve upon, from both a management plan and parks based point of view, in the future.

Subsequently, we need to analyse the information derived from both these assessments, identify where we have gaps, weaknesses and issues that need to be resolved, and then develop an action plan to address those issues.

During November and December, several site visits were made to Ball Grove Park by the management plan's author and the Council's own fully trained Green Flag Award judge. The aim of this exercise is to use the Green Flag Award Assessment Scoring sheet to determine how the park measures up to the criteria as set out by Keep Britain Tidy.

This assessment, in addition to taking in to consideration comments made by independent Green Flag Award judges, issues raised by the Friends Group, Café owners and EAG, past experience and working knowledge of the park (through our internal Officer's Working Group), informs the production of the action plan.

The following section looks at Ball Grove Park's current status and highlights aspects of the Park that need to be improved in accordance with the Green Flag Award key criterion.

3.2.1 A Welcoming Place

Approaching Ball Grove Park by car

Ball Grove Park can be approached by car from two directions. After the roundabout on the A6068, Byron Road, turn right in to the B6250, Cotton Tree Lane, following the direction indicated on the brown tourism road sign. After about ¼ mile turn left in to Winewall Road and first left in to Ball Grove Park.

Alternatively, the park can be reached by continuing along the A6068 taking the fourth turning on the right in to Ball Grove Drive. Turn left after approximately 100 metres in to the upper car park.

Approaching Ball Grove Park by public transport

There are four bus stops located in close proximity to Ball Grove Park that enjoy a regular service (see route 21 and 25 bus routes).

Signage to the park

We have reviewed the brown tourism signage external to the park in recent years. As a result, we have had new brown tourism signs installed on the Whitewalls Roundabout, Trawden Road and two signs at the top of Ball Grove Drive (off Keighley Road).

Park Entrances

The park has two main entrances.

Ball Grove Drive Entrance (SD 9048 4038)

The Ball Grove Drive entrance (OS grid reference SD 9084 4038) leads in to the upper car park. This car park has a height barrier at the entrance to restrict vehicles above a certain height from entering the site. There is also a swing barrier that is opened and locked on a daily basis. To the left of the barrier is a small sign. The sign welcomes people to Ball Grove Park, displays car park opening times, information on byelaws, contact numbers and a note about the key for the height barrier being in the cafe.

The car park has a 'semi-wild' appearance to it with largely un-mown edges and the surface of the car park is in good condition.



A road at the east of the car park leads down to a disabled car park at the side of the lake.

The opening hours for this car park are:

08:00 – 21:00 From 1st April until 30th September.

08:00 – 17:00 From 1st October until 31st March.

The opening and closing of the low barrier is operated by the Friends of Ball Grove Park and is carried out by local residents on a rota.

Winewall Road Entrance (SD 9084 4009)

The Winewall Road Entrance is wide and welcoming. There is a small brown sign on the boundary wall detailing that you are entering Ball Grove Park. The car park is in reasonable condition.

This car park also has a height barrier of different design to that of the Upper Car Park.

There is an interpretation board installed outside the car park that displays information regarding the history of the site, park features, contact details and byelaw information.

The car park has a couple of lights installed and there is a litter bin located at the Winewall Road side of the car park.



The road that forms the entrance of the park has started to deteriorate again and could benefit from some improvement work in the short-medium term.

The car park is edged with knee high wooden fencing.

Lighting

As stated previously there are some lights on the Winewall Road car park.

There is a motion activated floodlight that is attached to the barn in the middle of the park. This lights the entrance to the barn and a portion of the upper car park. Some additional lighting has also been erected on the side of the building to provide improved lighting for the café and the path that runs alongside the barn building.

Internal Signage

There are no directional signs showing people directions to facilities.

There are interpretation boards located at the Winewall Road entrance and in the upper car park off Ball Grove Drive that are of good quality design and condition.

There is also an interpretation board located on the building adjacent to the lake. This depicts a map of the both the park and the neighbouring Local Nature Reserve and some information relating to the history of the site. This interpretation board is of good design and is in reasonable condition. In addition to this there is a notice board where community and park based information can be displayed.

There is also a 'Lakes and Ponds' interpretation board in situ at the side of the lake.

Footpath Surfaces

The footpath surfaces are of reasonable quality with the majority of them being compacted stone. Recent improvements have been made to these as a result of funding secured from the government (Parks Improvement Funding).

The majority of footpaths are suitable for people with low mobility although some of the paths are not suitable for wheelchair users.

Disabled Users

The park has facilities for disabled users. There is a car park specifically for disabled users at the side of the lake.

Design & Layout

The park was designed and laid out during the 1980's as a picnic site. The design emphasis was on an open green space that fits in to the local landscape and provides a valuable habitat for wildlife.

The park has a very open aspect with good sight lines across the majority of the park.

The design and maintenance regime of the park give a 'semi-wild' appearance that blends well with the landscape and the neighbouring Local Nature Reserve (LNR).

Later additions to the park have included a play area suitable for children from the age of 5 to 14.

3.2.2 Healthy, Safe & Secure

Health & Well-being

Ball Grove Park is an important green space for people that live in the locality. The hard surfaced paths and its links to the adjoining local nature reserve and the Ferndean Way encourages people to spend time walking and exploring the local countryside.

Much of the park is built within a valley bottom; this combined with reasonable paths means that Ball Grove Park is suitable for people with low mobility.

The park has a quiet aspect to it with benches provided in the play area and seating in the picnic area that are suitable for contemplation and relaxation. The lake and the river also help create a calming atmosphere. Angling is available on the Lake with the fishing rights managed by Burnley & Pendle Angler's Association.

In addition, the play area enables children to participate in physical activity along with adjoining areas that are suitable for informal sports and ball games.

Ball Grove Park already contributes to the health and well-being of local residents and other visitors to the park. However, it is possible that this could be further improved by encouraging people to cycle to the park and the installation of cycle racks.

Smoke Free Playground Initiative

The Council secured funding from the Health Inequalities budget to provide signage in all play facilities it manages and maintains across Pendle i.e. Play Areas, Multi Use Games Area's and Skate Parks.



The signs encourage users to regard the facilities as smoke free areas and also provide smokers with details of how to access support to stop smoking where appropriate. The Council are working to protect children and young people from the effects of second hand smoke and to denormalise smoking, particularly around children.

The initiative was developed in partnership with NHS East Lancashire and Smoke Free Families.

Equipment & Facilities

There are toilets in the park but access to them is only available when the café is open. This facility is managed and maintained by the café owner.

Regular inspections of the park are carried out by the Senior Park Keeper, Green Spaces Manager and Landscape Maintenance Staff. Any faults, damage or instances of vandalism are reported to the relevant council officer to be actioned as soon as possible.

During early 2012, the play area benefitted from capital investment and was upgraded to a higher standard and extra pieces of equipment were installed. It was designed and constructed by an outside contractor. The tarmac and rubber matting surface was replaced by wet pour safety surfacing with grass in between the pieces of the equipment. The area is fenced and gated to prevent dogs from entering the

play area. The surrounding area has mature trees to provide shade to the area when needed.

Safety & Security

Pendle Borough Council takes Health and Safety of all those affected by its operations very seriously. The Senior Park Keeper carries out a structured patrol on a regular basis and reports instances of damage, vandalism and instances of anti-social behaviour to relevant Council Officers. In addition to this, the playground inspector and landscape maintenance staff also report damage and instances of anti-social behaviour. All incidents of damage are assessed and either made safe immediately, removed or programmed for repair depending on the severity of the risk that they present.

For any play facility defects (as a result of wear and tear or vandalism), the playground inspector will assess the defect and decide whether it is a minor or urgent defect. For all minor defects we aim to repair the defect in 48 hours of assessment. For urgent defects, we aim to repair defects within 24 hours.

All service activities are risk assessed by competent, qualified staff who work in the field of the task that is being carried out. The Council also has lone working policies in place, complete with a traceable system should an officer require assistance.

Consideration has also been given to carrying out specific risk assessments on the lake and river areas of the park. These water features are included in the 'open water on Council land' risk assessment.

All staff are issued with the appropriate Personal Protective Equipment (PPE) for the tasks that they carry out as part of their day to day duties. In addition to this, staff are trained to use, inspect and maintain any tools and machinery that they require to complete their roles. All tasks are individually risk assessed and the assessments are freely available to staff to reference.

Pendle Borough Council recognises the importance of having staff with a broad skills base. With this in mind, the Council encourages its staff to undertake personal development through professional qualifications and vocational training in line with the service area needs and demands.

All staff are uniformed and vehicles are sign-written.

The Council also manages a twenty-four hour call out rota. This service can be obtained by ringing an out of hour's emergency number that is operated via an emergency control room.

Control of dogs

There are four specific dog waste bins located around the park. These are emptied on a regular basis by the Council's Environmental Services. In addition, dog waste can be put in the regular bins that are dotted around the Park.

The Council's Environmental Crime Team (ECT) was established in 2010 to deal with all enforcement matters. The team is made up of three Environmental Crime Officers. All three staff members carry out regular patrols around Pendle's Parks and public land and have the powers to issue fixed penalty notices, or fines. 40% of their working time is dedicated to Green Space sites.

District Enforcement also work closely with the ECT as they have been secured on a 12 month pilot project to provide presence mainly in town centre areas but will also spend some of their time at green space 'hot spot' sites where we have issues with dog fouling and control and litter.

We work closely with ECT and provide information to them on any 'hot spot' areas in relation to high levels of dog fouling, litter or anti-social behaviour at our sites. The ECT record any fixed penalties issued and prosecutions.



As part of the PSPO's for Parks, the control of dogs has been looked at. Measures include a traffic light system for dog control whereby dogs will not be allowed in red areas, will have to be on a lead in amber areas and can be off lead in green areas.

Anti-Social Behaviour (ASB)

The Park does not attract too much anti-social behaviour but if something does occur there are processes in place to deal with problems.

If anti-social behaviour is witnessed by Pendle Council staff or we are informed of ASB by the public, Friends Group, residents within the Park, etc. then we forward details on to the Council's Anti-Social Behaviour Co-ordinator who then liaises with the Police and the local PCSO's.

The local PCSO frequents the Park and the surrounding area on a regular basis.

We are also kept informed of any other issues relating to community safety in the Colne and Trawden areas via the Community Safety Partnership minutes. This group meets on a monthly basis.

3.2.3 Well Maintained & Clean

Litter & waste management

As with all parks and open spaces, litter presents a large problem. However, the Council are committed to dealing with the issue quickly and effectively.

Ball Grove Park has eight litter bins throughout the park. These are emptied on a regular basis by Environmental Services. The officer carrying out this role also clears dropped litter from the site and reports instances of damage, vandalism and instances of anti-social behaviour that may occur.

Litter is removed from the site on completion of the employees round and is transported back to Fleet Street Depot to be disposed of at the end of the day.

There are currently no recycling facilities available on site. Although the current system of litter collection works well, it does not allow for recycling. Therefore, consideration should be given to the replacement of some existing bins with recycling units.

The loss of the Park Keepers in April 2018 means that additional litter picking work that they carried out whilst doing regular patrols of the Park will not be forthcoming. In periods of heavy footfall, e.g. summer holidays, good weather, etc. in the Park, the Park Keepers were asked to keep an eye on bins in the Park to ensure that these do not overflow and become unusable. Unfortunately, we do not have this service anymore so we regularly have occasions where we are faced with overflowing bins and litter on the floor nearby after a busy weekend, etc.

Any green waste generated by landscape maintenance operations is removed from site and taken to the Victoria Park Depot where it is composted down and used on beds and borders in the boroughs' parks.

Large waste from tree work is chipped on site and removed to Victoria Depot for storage where it is then used as an alternative footpath surface or as mulch on beds.

Smaller waste from tree works is on occasion, used to create valuable habitats for wildlife by the construction of habitat piles or to help alleviate instances of erosion by the use of dead hedging.



Landscape Maintenance

The Council recognises that the quality of a visitors experience and increasing the levels of usage of a park or green space is greatly impacted upon by the standard of maintenance and cleanliness of the site. A well maintained site leads to an overall feeling that the site is cared for and encourages return visits by park users.

The Council has a dedicated Landscape Maintenance Section that carries out all of the regular landscape maintenance tasks throughout the parks in Pendle. Their work is guided by the Landscape Maintenance Work Programme which is a frequency based, single, all-purpose system.

The Maintenance Work Programme includes all landscape maintenance tasks and playground maintenance. Details of the maintenance schedule for Ball Grove Park can be found in section 2.3 of this document.

Building and infrastructure management & maintenance

The maintenance of built structures and the infrastructure of the park are managed on an annual basis. Revenue budgets are in place to undertake any repairs and improvements as and when they occur. Work is generally reported through staff, the EAG, the cafe and Friends Group members to the relevant Officers, who then organise repairs either through internal services or external contractors. This system works well with anything reported being repaired in a quick and efficient manner.

Liberata's Property Services organise repair works on the building in the Park in co-ordination with the Green Spaces Manager. Other health & safety related checks and repairs, such as weekly Legionella testing, monthly meter readings, etc. are carried out by the Council's Hall & Sports Pavilion Keeper.

Equipment maintenance

All equipment, tools, machinery and vehicles are regularly checked for safety. Hand Arm Vibration (HAV) monitors are used on all relevant machinery/equipment used. Individual operatives are responsible for regular checks and if faults occur reporting to their Supervisor or Line Manager.

All playground equipment and those items that the public have access to are inspected as per the landscape maintenance work programme.

3.2.4 Sustainability

The Council are working towards providing services and facilities that have minimal impact on the environment, are cost effective and provides for future generations. The Council is committed to tackling social, economic and environmental problems affecting parks whilst implementing new initiatives to further enhance sustainability across all of them. Any future parks improvements will adopt the principle of not being pursued at the expense of the interests of future generations.

Although the use of pesticides and chemicals are contentious with most members of the public, it is necessary in most parks to use them. Ball Grove Park is no different in that it does require these substances to control weeds although we are endeavouring to limit the use of them and where possible find non-chemical solutions.

The types of chemical that are used by the Council are as follows:

- **Herbicides** – Herbicides are used mainly for the control of weeds on hard surfaces and on sports surfaces such as bowling greens. Trained staff carry out regular checks on herbicide products and use chemicals that have a minimal risk to the environment or the operator
- **Timber Preservatives** – The majority of timber preservatives used are pre-applied by the supplier as tanalith pressure treatment. Any additional timber preservatives tend to be water based and have a very low risk to the environment.
- **Other Chemicals** – Any other chemical is only used on the completion of a COSHH risk assessment and after every other method has been explored.

Pendle Borough Council has a policy in place whereby plants and bedding bought in from outside contractors use only peat-free compost.

The Council attempts to minimise waste at source, thus reducing the need for recycling and the use of landfill. Parks produce three main types of waste, these being litter, green waste and refuse and fly tipping. Waste generated by visitors to the park is generally put in to the litter bins provided. The waste is wide and varied and often contains sharp objects and animal waste. As a result, this type of waste is not sorted due to the risk to the litter pickers and is disposed of via the municipal waste systems.

All our green waste from Ball Grove Park, e.g. tree clippings, grass cuttings, etc. are recycled and placed in a variety of bays at Victoria Park Depot and are re-used as mulch on flower, rose and shrub beds throughout the year in all Parks.

Any instances of fly tipping and the abandonment of vehicles in Parks are reported to, and disposed of, by Waste Services unless the waste is minimal or is green waste which is then dealt with by our own staff. The Environmental Crime Team will assist in investigating fly tipping instances.

The Council supports the creation of low carbon communities and is striving to be more energy efficient. Subsequently, a Climate Emergency action plan has recently been developed by the authority.

Environmental Services have specific actions set out in the Council's action plan that we must deliver in relation to reducing carbon emissions, energy usage and adaptation. The main actions concentrate on cutting energy bills within buildings across our parks and outdoor recreation sites. The building in the Park is included in the work we are doing around this.

3.2.5 Conservation & Heritage

Natural Heritage

Ball Grove Park is an oasis of green space in a built up local environment. As a result it is an important island area for wildlife.

A survey was carried out by the Lancashire Wildlife Trust in 2001. However, this was very limited.

In 2017, a wildlife survey by Lancashire Wildlife Trust was done of the Nature reserve which included the new extension. The Park needs to be surveyed again in the short term but this may not happen until it has transferred to Trawden Forest Parish Council.

The design, layout and location of Ball Grove Park ensure that this site has a high conservation value. Its range of habitats means that the park has a wide range of biodiversity.

Trees & Hedges

The trees in the Park are now managed on a proactive basis.

The decision was taken by the Risk Management Working Group to carry out a Quantified Tree Risk Assessment (QTRA) across all our parks in Pendle with the exception of Walverden Park.

QTRA's were carried out by a local independent specialist in 2019. The surveys for Ball Grove revealed that there were no red ratings (high risk) but there were 3 trees recognised as amber and 3 trees recognised as yellow. The amber trees will need monitoring over the next year by the Tree Officer. No immediate work is necessary at the current time.

Although there are relatively few trees in Ball Grove Park, compared with its surroundings (the nature reserve), these provide a vital habitat for wildlife. Consideration should be given to creating 'woodland' type corridors throughout the park that link with the woodland areas outside the parks boundary. This should be complemented with the creation of a herb layer that uses a local semi-natural ancient woodland as a model for creation.

Although there are remnants of old hedgerows, these have long since grown out. Where hedgerows have been allowed to 'grow out', consideration should be given to re-instating these vital habitats. Consideration should also be given to the creation of new hedgerows on the park boundary.

Grassed Areas

The grassed areas of Ball Grove Park are mowed on a regular basis as part of the landscape maintenance work programme.

Rotting Deadwood

Where possible, as not to cause a potential hazard or detract from the overall feel of the park, allow instances of standing and fallen deadwood.

Woodland Area and Local Nature Reserve

Due to the nature of the site, careful consideration should be given to bringing the local nature reserve and the woodland areas in to the scope of the management plan in the future to ensure joined up ways of working across departments and site.

Waterbodies

Due to the nature of the lodge and its surrounding water features a separate management plan should be developed using a specialist outside contractor if feasible. Although Colne Water is outside of the park boundary careful consideration should be given to working with outside agencies to further improve the river for wildlife.



Heritage

Although very little remains of Ball Grove's industrial past, consideration should be given to protecting any visible remnants such as the cobble road near the Winewall Road entrance and the remnants of the factory chimney.

3.2.6 Community involvement

The Council is proud of its connections with the local community. Management heavily involves the local community in the design and implementation of its improvements for all parks across Pendle. Ball Grove Park is no exception to this and has an active Friends Group that is consulted with and gets involved in any key developments for the Park.

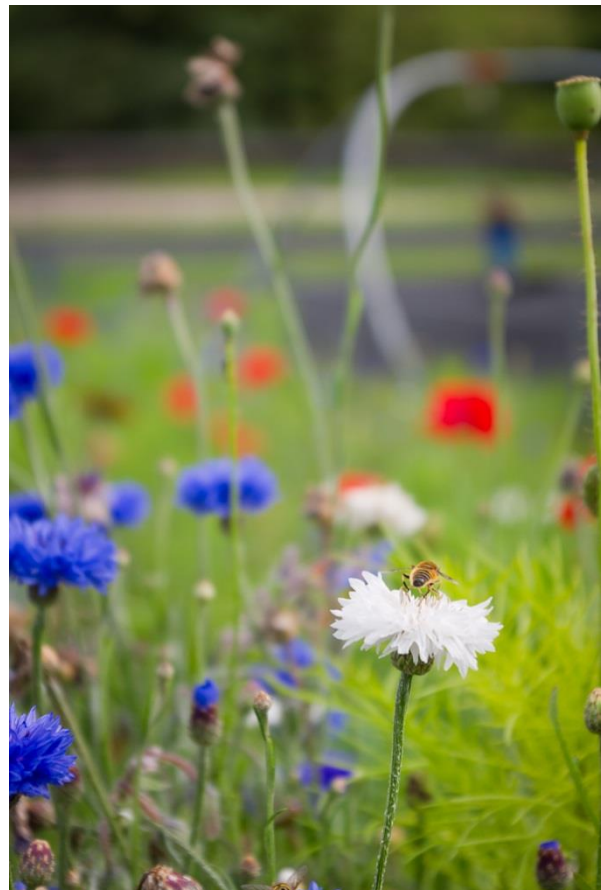


The Friends Group meet on a regular basis and focus on park management issues, undertake small scale tasks and assist with, and organise their own, volunteer working days.

The Friends of Ball Grove Park and Nature Reserve are a constituted group with a good membership including local Councillors, local residents, park users, local police, etc.

The Senior Park Keeper and Green Spaces Manager play a vital role as the points of contact between the Friends of Ball Grove Park and the Council. We do not have any representation from the Council at the Friends Group meetings now but we input prior to and after any meeting. The minutes and any issues pertaining to the council are passed on to us. The Green Spaces Manager also works closely with the EAG and the Cafe as well as other relevant Council Officers, such as the Anti-Social Behaviour Co-ordinator.

It is recognised by the Council that any key developments, short or long term, must involve the local and wider



community and any interested parties. Without their involvement in the decision making processes, the chances of long term ownership and sustainability for Ball Grove Park would be significantly diminished.

The Friends of Ball Grove Park are an invaluable asset to the park.

3.2.7 Marketing

The marketing and promotion of parks has become an essential and necessary part of parks management. With this in mind, it is imperative to present a positive image of the parks services, facilities and events focussing on attracting new parks users and retaining existing users through adopting a more co-ordinated and strategic approach to the marketing of parks.

Marketing can allow the service area to achieve several key messages. These include;

- Promoting Council services
- Promoting Council facilities
- Education
- Attracting visitors
- Attracting economic regeneration
- Exploring tourism potentials

Currently, the Council employ a limited approach to marketing mainly due to a lack of resources; therefore it is important to ensure, through annual review, that existing resources are being used effectively.

A general parks leaflet has been produced containing information on all eleven parks across Pendle. As such Ball Grove Park is included.

On-Site Marketing

Ball Grove Park currently has three interpretation boards. The board at the Winewall entrance was replaced and updated in 2014. This matches the design of the board in the upper car park which was installed in 2011. A change in the design of the boards allowed us to install more interpretation across the borough with a design that would be robust and long lasting.

There is also an information panel installed on the building in the park. This was installed around 2008 and displays information regarding both the park and nature reserve.

Borough of Pendle Website

Information regarding Ball Grove Park can be gained from the [Borough of Pendle website](#). This section of the website gives information on the history of Ball Grove Park, facilities available, wildlife in the park and a site map.

Links from this page go to the Green Flag Award Website, the Friends of Ball Grove Park, Outdoor Recreation pages, etc. Documents such as friends meeting agendas and minutes, the annual Events Programme and other corporate documents can be accessed from these pages.

In addition to this the Council have a [Facebook page](#) and [Twitter feed](#).

A website was also set up by the Friends Group in 2017 with the help of local Councillors. The web address is www.ballgrove.org

There is also a Friends of Ball Grove Park Facebook page.

In addition, the café in the Park has its own Facebook page and regularly provides posts about things going on in the Park including scenic photos of the landscape, lake, etc.

Press Releases

Whenever an event or community led initiative takes place in the park a press release is sent out to all local agencies.

3.2.8 Management

This management and maintenance plan forms the basis for the future management, maintenance and development of Ball Grove Park that can be shared by staff at all levels and by the different park user groups and external stakeholders.

A commitment was made by management and members, through the adoption of the



Parks Strategy 2007 – 2017, that individual management plans be introduced and developed. It was recognised that Pendle had a wide variety of parks in evidence and thus to enable flexibility and adapt parks management and maintenance to tie in with a specific parks needs and characteristics and the people it serves, individual management plans would be introduced as live working documents.

The Corporate Director has ultimate responsibility for managing parks and recreation sites although day to day management of parks is the responsibility of a team of Senior Officers based in Environmental Services. The Council also work with, and have support from, our partners in developing parks. These partners include; the Police, the Community Safety Partnership, the Localities Team, Parish/Town Councils, Area Committees, Schools, youth groups, etc.

To be able to achieve targets and improve the park, management have designated lead officers who will primarily be responsible for delivering specific actions in Section Four. This provides staff at all levels with a clear sense of direction and recognises particular expertise and specialisms within the Council.

Management have developed methods of self-assessment (Green Flag Award) and a procedure to measure improvements and effectiveness in the overall management of Ball Grove Park. This is looked at in more detail in Section Five.

The Council are striving to manage and maintain Pendle's Parks to the best possible standards ensuring that money and resources being invested in Parks are being used in the most effective way possible, whilst simultaneously being proactive in seeking new ways of securing additional sources of funding to build on existing Council resources.

Ownership of the Park is going to change in the near future and as such the current management and maintenance framework may change to something different and in line with what the Parish Council aims/objectives are. We will endeavour to work with the Parish Council to ensure that Ball Grove Park is kept to a good quality standard and any transfer runs as smoothly as possible.

3.3 Aims & Objectives

The aim of this section of the management plan is to outline the Council's main objectives in relation to the development and improvement of Ball Grove Park. These objectives take in to consideration issues highlighted in Section 3 and provide future direction for management and partners in all aspects of parks services to fulfil the Councils overall vision for the park.

The action plan in Section Four, developed in accordance with the Green Flag Award's eight key criteria and in co-ordination with the Friends Group, will put forward a number of actions with a view to achieving the following objectives:

- Enhance and enrich the general quality of the park.
- Ensure the park is safe, accessible and encourages equality of opportunity.
- Encourage use of the park by all sections of the community.

- Ensure the park is managed in a cost effective and efficient manner.
- Create an attractive and welcoming park that promotes a positive image of the local area and Pendle.
- Ensure the park is well used, appreciated and instils local people with pride.
- Promote the value and raise the profile of the park as a means of improving the Environmental, Recreational, Social and Economic benefits to the local area and population.
- Encourage and develop ownership and self-management of certain aspects of the park by the local community.
- Promote and preserve the park's local heritage.
- Ensure the park is managed to maximise and enhance its biodiversity.
- Ensure sustainability in managing and developing the park.
- Ensure the park meets the needs and aspirations of the local community, now and in the future.
- A park that provides learning opportunities for all ages and abilities.
- A park that has a shared vision from all its stakeholders.
- A park that promotes health and well-being and increases the quality of life of the local community.





4.0 How will we get there?

4.1 Action Plan

The following section relates to the action plan and how the Council will address and respond to the weaknesses/gaps identified, issues raised and challenges facing the park in accordance with the eight key criteria as set out by Keep Britain Tidy under the Green Flag Award.

The action plan is split in to two. The first action plan concentrates purely on the next 12 months and provides more detailed actions which management are seeking to deliver in the short term. These actions contain milestones and provide timescales for each milestone. This is to ensure that actions are progressed and hopefully completed within the prescribed deadline.

The main action plan is a continuation of the previous year's action plan and incorporates a mixture of short, medium, continuous and long term actions. Although the actions contained within this document do not have milestones and are not as detailed as the 12 month action plan it does not mean that they are less of a priority and will not be progressed in the short term. The 12 month plan identifies both priority actions and also actions that may be easily achievable due to them having no resource implications, etc.

For both action plans, the tables identify whether actions are of a high, medium or low priority, resource implications, who is responsible for overseeing the action and partners involved.

Short term actions = 1-2 years
 Medium term actions = 2-5 years
 Long term actions = 5-10 years
 Continuous actions = throughout the 10 year life span

From October this document, specifically its action plans, will be reviewed. During the period of October to January, a process of review will ensue which will include the gathering of information from various sources. Information will be derived from:

- Green Flag Award feedback (Mystery Shop and Formal Judging)
- Local Community Group feedback
- Council Officers

The results of these exercises and the reviews of the action plans will then determine the points of action for the following year taking in to account staff levels, budgetary constraints and other commitments.

The monitoring and review process for the Management Plan is discussed in more detail in Section Five.

| | | | | | | |
|---|--|----------------------------|---------------------------|-----------------|------------------------------|------------------------|
| Action Number: 1/4 | Project Title: | Volunteer Days | | | | |
| Project Description: | Undertake two volunteer working days in partnership with Park High School during March and May 2020. | | | | | |
| Priority: | Key Officer(s): | Partners: | Project Milestones | | | |
| Medium | Green Spaces Manager, Senior Park Keeper | Friends of Ball Grove Park | Number | Due Date | Milestone Description | Completion Date |
| Project Completion Date: 31/05/2020 | | | 1 | 31/05/2020 | Carry out volunteer days | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Finances: Existing budgets | | | | | | |
| | | | | | | |
| Project Outcomes: Improved maintenance of the park; increased community involvement in the park | | | | | | |
| | | | | | | |
| Green Flag Criteria: | Clean & well-maintained; Community involvement | | | | | |
| Additional Information: | | | | | | |

| | | | | | | |
|---|---|---|---------------------------|-----------------|------------------------------|------------------------|
| Action Number: 2/4 | Project Title: | Transfer of Park to Trawden Forest Parish Council | | | | |
| Project Description: | The transfer of the Park from Pendle Council to Trawden Forest Parish Council is scheduled to take place in 2020. | | | | | |
| Priority: | Key Officer(s): | Partners: | Project Milestones | | | |
| High | Green Spaces Manager, Senior Park Keeper | Friends of Ball Grove Park, Trawden Forest Parish Council | Number | Due Date | Milestone Description | Completion Date |
| Project Completion Date: 31/12/2020 | | | 1 | 31/12/2020 | Ownership transferred | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Finances: | | | | | | |
| | | | | | | |
| Project Outcomes: | | | | | | |
| | | | | | | |
| Green Flag Criteria: | | | | | | |
| Additional Information: | Ownership of the Park will transfer from Pendle Council to Trawden Forest Parish Council. We are unsure as to whether the Parish Council will continue to employ Pendle council's Grounds Maintenance Team to carry out the maintenance within the Park. There may well be a tendering process. | | | | | |

| | | | | | | |
|---|---|--|---------------------------|-----------------|------------------------------|------------------------|
| Action Number: 3/4 | Project Title: | EAG re-location to Fleet Street | | | | |
| Project Description: | As part of the transfer work, we will need to re-locate the EAG from part of the building in Ball Grove Park to Fleet Street Depot in Nelson. | | | | | |
| Priority: | Key Officer(s): | Partners: | Project Milestones | | | |
| High | Green Spaces Manager, Senior Park Keeper | Liberata (Property Services) | Number | Due Date | Milestone Description | Completion Date |
| Project Completion Date: 31/03/2020 | | | 1 | 31/03/2020 | Vacate Ball Grove premises | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Finances: Existing budgets | | | | | | |
| | | | | | | |
| Project Outcomes: | | | | | | |
| Green Flag Criteria: | | | | | | |
| Additional Information: | | | | | | |

| | | | | | | |
|---|--|---|---------------------------|-----------------|------------------------------|------------------------|
| Action Number: 4/4 | Project Title: | Electronic Barrier at Winewall Entrance | | | | |
| Project Description: | Installation of an electronic barrier to replace the existing manual barrier at the Winewall entrance to the Park. | | | | | |
| Priority: | Key Officer(s): | Partners: | Project Milestones | | | |
| Medium | Green Spaces Manager, Senior Park Keeper | Friends of Ball Grove Park, Trawden Forest Parish Council | Number | Due Date | Milestone Description | Completion Date |
| Project Completion Date: 30/06/2020 | | | 1 | 31/03/2020 | Secure funding | |
| | | | 2 | 30/06/2020 | Install barrier | |
| | | | | | | |
| | | | | | | |
| Finances: Existing budgets, external funding | | | | | | |
| | | | | | | |
| Project Outcomes: Improved security for the Park. | | | | | | |
| | | | | | | |
| Green Flag Criteria: | Healthy, Safe & Secure | | | | | |
| Additional Information: | There has been a long running issue with the existing barrier. The installation of an electronic barrier will help with security and provide greater ease of movement through the park from the two residents that live on the periphery of the park (but who have to drive through the Park to get to their homes). | | | | | |

| Suggestion | Priority | Timescale | Finances | Key Officer(s) | Partner(s) |
|---|----------|------------|------------------------------------|--|---|
| Improve footpath (PROW) behind barn | High | Long Term | Existing budgets, external funding | Green Spaces Manager | Friends of Ball Grove |
| Carry out a biological survey and formulate management plan specifically for the lake and water bodies. | Medium | Long Term | Existing budgets, external funding | Senior Park Keeper | Friends of Ball Grove |
| Develop a new picnic area above the play area. | Low | Long Term | Existing budgets, external funding | Green Spaces Manager | Friends of Ball Grove |
| Carry out footpath condition survey | Medium | Short Term | Existing budgets, external funding | Senior Park Keeper | Friends of Ball Grove, Engineering Services |
| Install further interpretation points highlighting features of interest and wildlife | High | Long Term | External Funding | Senior Park Keeper | Friends of Ball Grove |
| Carry out a wildlife survey | High | Short Term | External Funding | Senior Park Keeper | Friends of Ball Grove |
| Encourage Friends Group to explore a wider variety of funding streams in order to achieve the aims of the | Medium | Continuous | Staff time | Green Spaces Manager, Senior Park Keeper | Friends Group |

management plan.

5.0 How Will We Know When We Get There?

5.1 Monitoring & Review Plan

The Green Spaces Manager will ultimately be responsible for monitoring the progress of the Management Plan and its subsequent action plan. Monitoring performance of the annual management and maintenance programmes will be undertaken in-house by relevant Officers. Officers will track progress and check that all components of the park are being managed and maintained as intended. This will subsequently feed in to the annual Service Planning process.

Green Flag Award progress will also be discussed at the Friends Group's meetings and the internal working group meetings. All these meetings are aimed at promoting continued involvement and ownership from key users and to ensure the proposed actions are being delivered in line with the timescales outlined in the action plan.

The desired cycle is to PLAN – OPERATE – MONITOR – REVIEW – PLAN.

From October this document, specifically its action plan, will be reviewed. During the period of October to January, a process of review will ensue which will include the gathering of information from various sources. Information will be derived from:

- Green Flag Award feedback (desk & field assessments)
- Local Community Group feedback (Friends Group)
- Performance Management & Quality tools (Green Flag Award)
- Council Officers (Departmental Management Team Meeting feedback)

The information gathered will be collated to produce an annual report that will allow us to analyse the work we have carried out over the last twelve months and what we need to do to improve in the forthcoming year.

The results of this exercise and the review of the action plan will then determine the points of action for the following year taking in to account staff levels, budgetary constraints and other commitments.

5.2 Measuring Performance & Quality

To measure how well we are performing and provide the public with evidence that management are maintaining levels of quality and the park is developing and improving on a continual basis, the following performance management tools will be used.

5.2.1 Green Flag Award Status

The Green Flag Award standard recognises the quality of individual sites and is generally recognised as the national standard for Parks and Green Spaces. To gain a Green Flag Award involves satisfying a rigorous and wide variety of criteria and Councils are strongly recommended to manage parks in accordance with the standard.

The securing of a Green Flag Award for Ball Grove Park and the subsequent maintenance of Green Flag status is to be used as an annual independent external review mechanism for measuring performance management and the general quality of the park. As part of the annual Green Flag assessment undertaken by Keep Britain Tidy, independent judges carry out desk and field research which involves scrutiny of the park's Management Plan and assessment of the park, against a set list of eight criteria, to obtain a combined final score.

Through successfully achieving a score sufficient enough to gain and then sustain Green Flag status for Ball Grove Park in the future, we will be ensuring that sound management and maintenance practices are evident and continuous improvement is promoted in all aspects of the park. We can also utilise the scoring system to establish a baseline figure for the park against which future progress can be measured annually.

5.2.2 Performance Indicators

We do not have any park specific local performance indicators at the present time. Performance indicators (PI's) and service statistics tend to be a broad brush set of indicators that measure general aspects of service delivery as opposed to indicators specifically centred around individual parks e.g. playgrounds.

We will continue to look at the development of relevant and worthwhile PI's for all our parks in the future.

Appendix 1 - Current Stake Holders

[The Friends of Ball Grove Park](#)

Chair: Les Cromey

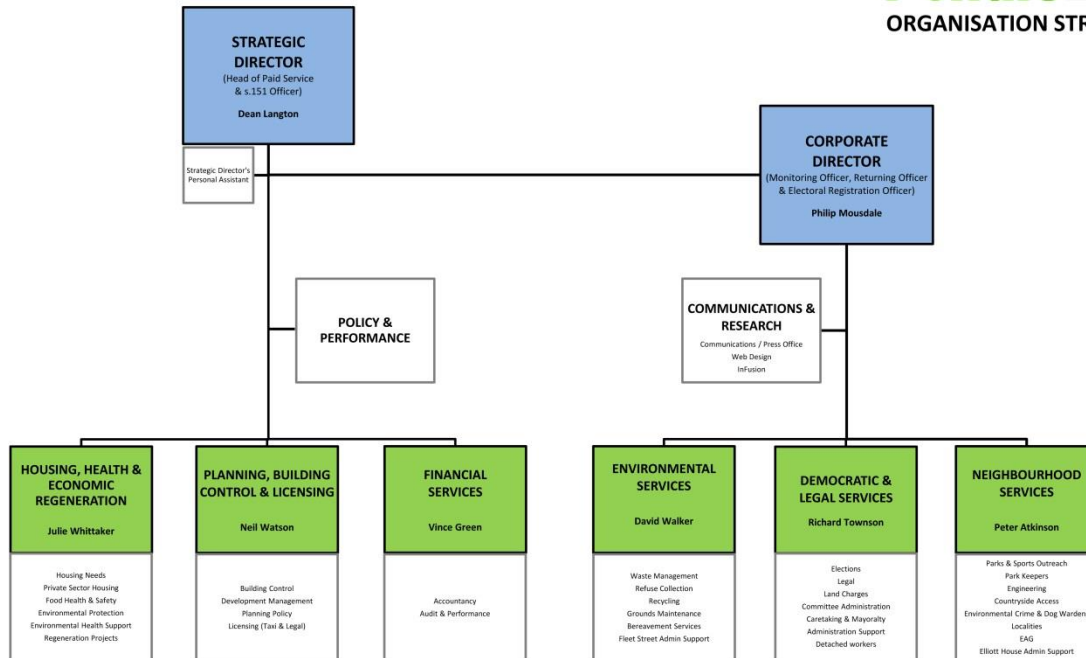
[Environmental Action Group](#)

Contact: Louise Cooper

[Lakeside Cafe](#)

Contact: Tracey Bolton

Appendix 2



Appendix 3 - Press Releases

- [Mayors' Tour of the Parks - Lancashire Telegraph, 15th August 2014](#)
- [Ball Grove Toilet Closure - Lancashire Telegraph 1st August 2014](#)
- [Green Flag Awards Announcement - Lancashire Telegraph, 28th July 2014](#)
- [Friends of Ball Grove Park Meeting - Lancashire Telegraph, 12th February 2014](#)
- [Ball Grove Park Feature - Lancashire Telegraph, 3rd February 2014](#)
- [Proposed Sale of Adjacent Woodland - Lancashire Telegraph, 12th January 2014](#)

Appendix 4 - Recent Developments

| | | | | | | |
|--|---|--|---------------------------|-----------------|------------------------------|------------------------|
| Action Number: | Project Title: | Wildflower Picnic Area | | | | |
| 1/14 | | | | | | |
| Project Description: | Develop existing picnic area to include elements of wildflower planting. | | | | | |
| Priority: | Key Officer(s): | Partners: | Project Milestones | | | |
| Low | Senior Park Keeper | Friends of Ball Grove Park, Colne Area Committee, Colne Town Council | Number | Due Date | Milestone Description | Completion Date |
| Project Completion Date: | | | 1 | 31/03/2014 | Order materials and install | 31/03/2014 |
| 31/03/2014 | | | | | | |
| | | | | | | |
| | | | | | | |
| Finances: | | | | | | |
| Existing budgets | | | | | | |
| | | | | | | |
| Project Outcomes: | | | | | | |
| Improved perception of a well-maintained park. Improved biodiversity | | | | | | |
| | | | | | | |
| Green Flag Criteria: | Well maintained and clean; A Welcoming Place; Heritage & Conservation | | | | | |
| Additional Information: | The further development of wildflower areas within Ball Grove Park has been a success. A review of the work has led to the decision of creating annual meadows permanently in the park. | | | | | |

| Suggestion | Priority | Timescale | Finances | Key Officer(s) | Partner(s) |
|------------------------------|--|-----------|------------------------------------|--------------------|---|
| Improve footpath behind barn | High | Long Term | Existing budgets, external funding | Senior Park Keeper | Friends of Ball Grove, Colne Area Committee, Colne Town Council |
| Update | Work has been carried out to improve drainage to the rear of the building to alleviate flooding during winter storms 2015/16. Improvements to the footpaths will be made during this scheme. | | | | |

| Suggestion | Priority | Timescale | Finances | Key Officer(s) | Partner(s) |
|---|--|------------|------------------------------------|---|---|
| Provide closer working links with other departments managing area adjacent i.e. Nature Reserve, woodlands | High | Short Term | Existing budgets, external funding | Green Space Development Officer, Senior Park Keeper | Friends of Ball Grove, Colne Area Committee, Colne Town Council |
| Update | The nature reserve and adjacent woodlands now fall under the management of Neighbourhood Services. Work is on-going to extend the LNR in to the woodlands and meadow. The new LNR management plan will inform subsequent reviews of this plan. | | | | |

| Suggestion | Priority | Timescale | Finances | Key Officer(s) | Partner(s) |
|----------------------------------|---|-----------|------------------------------------|---------------------------------|---|
| Explore future uses for the barn | Low | Long Term | Existing budgets, external funding | Green Space Development Officer | Friends of Ball Grove, Colne Area Committee, Colne Town Council |
| Update | The Council were approached by a private individual looking to convert and open the barn as a Café. Permission was granted and the café opened towards the end of 2015. | | | | |

| Suggestion | Priority | Timescale | Finances | Key Officer(s) | Partner(s) |
|--|--|-----------|------------------------------------|---------------------------------|---|
| Carry out a biological survey and formulate management plan specifically for the lake and water bodies | High | Long Term | Existing budgets, external funding | Green Space Development Officer | Friends of Ball Grove, Colne Area Committee, Colne Town Council, Burnley, Pendle & District Anglers Association |
| Update | The Council were approached by Burnley, Pendle and District Anglers Association with a view to managing the lake as a fishery. This was granted in Spring 2015. The Association are working closely with the Council to improve the condition of the lake. | | | | |

