



Management Plan 2022-2023 v1

The aims of the Trust are:

1. Make a substantial contribution to the life of the whole community.
2. Be able to be enjoyed by people of all ages and physical abilities.
3. Be open and evident to visitors to the locality as well as inhabitants.
4. Be an attractive place for people to take air and exercise, meet others and pursue leisure activities and pastimes consistent with shared enjoyment of the whole of the land.
5. Include an area suitable for community events and celebrations.
6. Include significant “natural” areas where people can enjoy nature and wildlife at first hand.
7. Make a positive contribution to the local environment and respect the established character of the area.
8. Remain safely and conveniently accessible from inhabitants’ homes.

1. Maintenance

a. Roles and responsibilities

This year it has been decided that the trustees will continue to operate the Park as one unit and that the necessary work for the year will be prescribed by the management plan, which will outline the actions for trustees / volunteers to undertake (see tables on following pages).

b. Trustee key roles

Phil - Chair.

Vacant -Vice Chair

Richard - Treasurer, Charity Commission returns, Health and Safety, risk assessments, Park equipment inventory.

Alison - Volunteer coordinator.

Vacant - Radio interviews, Central archivist of documentation, Facebook trustee.

Penny – Co-Volunteer Coordinator

David - Audits and surveys, meadows.

Isla - Neighbour coordinator, governance trustee, Website and Facebook trustee, Newsletters.

Current unfilled areas include PR, fundraising, Archivist, Events coordinator, and Wildlife coordinator.

2. Communication

By the end of the year, we should ensure we continue to have an effective system of communicating with everyone, so no one feels excluded. This is to be achieved by maintaining the following:

- Update the single list of volunteers /trustees /friends (ensuring GDPR compliance).
- Continue to use website, Mailchimp, Twitter and FB as the main conduit for communication but with provisions for non-website users. Set up a noticeboard in the park to update offline residents

Continue to encourage people to sign up for the mailing lists

- Raise the profile of the park through regular articles in the press and media. To aim for at least two radio spots per year and two articles in the local press. To create links with local media and link them into our Facebook page.
- Regular updates (Isla), to be available through digital media.
- Consider a Queen's Jubilee tree dig-in/picnic in the park to promote the Park. Alison and Penny to head this, using the bank of volunteers.
- Complete the review of our park signage.

3. Governance

- Risk assessment and plan. Richard to continue to undertake an annual risk assessment.
- Isla to continue as the trustee to coordinate governance matters, ensuring all our systems are up to date.
- An archive of information and documents relating to the park to be collected to create a central source for adding to in future years. The archive is to be scanned for electronic storage on the drive set up for this. Photos from the community to be requested.
- Have regular meetings of the trustees, ensuring that we have open meetings with the public at least 2 times a year post pandemic. Publication of the minutes of open meetings should be put on the website.
- Look at changing the AGM so that it takes place in the Spring to coincide with the financial year end.
- Continue publication of all open meetings, AGMs, and Trustee Minutes by uploading onto the website.
- Review, at least annually, the availability /need for any new trustees to ensure that we are not seen as too exclusive. Consider having potential trustees shadow us before being formally considered.

LIQORICE PARK MANAGEMENT PLAN, APRIL 2022 - SEPTEMBER 2022



AREA	KEY ACTIONS	WHO / WHEN	SUCCESS CRITERIA	NOTES / FEEDBACK	COST / RESOURCE
Ongoing Maintenance	Meadows Cutting	Gen Aug	Good abundance of wild flowers. Meadows have been cut, scythed, raked and grass removed / composted.	Check length of grass in early Spring. Cut if necessary to allow wild flowers to flourish. May need extra work e.g. removal of hogweed etc	Scything by David & Specialist Volunteers. General Cutting of grass if to long by mower.
	Cut Grass -Performance Area - path edges. - Yarborough Rd Entrance	April Onwards as required	Areas managed to suitable level.		Mower / strimmer in working order
	Grass Cutting of Orchard	2 or 3 times over period.		Area used by Toddler group, picnics etc. Length just needs to be reasonable (not short)	Gen Volunteer activity
	Maintain Pathways; - Regular topping of woodchip - Ensure edging logs are secure. - Overhanging branches removed if necessary. - Brambles, blackthorn cut back if necessary. - Sweeping of sunken garden crazy paving. - Sweeping / tidying Yarborough Rd tarmac entrance.	Ongoing	Pathways clear, safe and managed as far as is reasonable		Gen Volunteer activity
	Management of Brambles	Ongoing	Prevention of encroachment		Gen Volunteer activity
	Planting; - Herb Garden. - Wild Flowers. - Honeysuckle. - Bulbs	Ongoing Bulbs Sept / Oct	Selection of herbs for community use. Bio-Diversity in Park, range of insect friendly plants / habitat throughout year.	Possibly plant bulbs around performance area (Crocus) and Yarborough Rd entrance grass bank.	Gen Volunteer activity
	Composting sorting/turning etc , new composting area, Alexandra terrace heap	Ongoing	Successful creation / use of compost	Notices on Herb garden over what we accept have been a success.	Gen volunteer activity
	Second Cut of Meadows	Ongoing	Steps kept safe and tidy.		General volunteer activity
	Litter, Prevent build up, empty bins etc	Ongoing	Park generally clear of litter.		Volunteers regularly empty bins Ensure supply of bin liners. Poss. additional bins.
	Weeding / Dead Heading / mulching; - Herb Garden. - Rose garden. - Flower beds and borders.	Ongoing	Areas look well maintained. Plants healthy.		Gen Volunteer activity
	Hedges; - Carline Rd boundary Hedge (2 cuts) - Topiary (2 -3 cuts)	Approx. June & Sep.	Areas look well maintained. Topiary well defined.	Elephant and Owl being nursed back by PT.	Carline Rd - gen Volunteers. Main Topiary - M Adlett
	Willow Screen; - Cut / Trimming as required. - Compost base as available.	Approx. May & Sept	Screen looks well maintained, Gaps / dead areas re-juvenated.	Willow cutting to be bundled for use as screens etc.	Gen Volunteers.
	Watering; - Herb Garden - Rose Garden - Flower Borders and New plants	Ongoing		Tap available on Alexander Terrace. Improved rain collection in Herb Garden should provide easier water access	Gen Volunteer activity
	Fruit Trees, Pruning	Aug - Sept	Well formed well laden trees (where possible),	As advised by specialists. Note can also prune in Winter	Gen Volunteer activity + Specialist advice when required

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AREA	KEY ACTIONS	WHO / WHEN	SUCCESS CRITERIA	NOTES / FEEDBACK	COST / RESOURCE
Projects	Potential new additional Seat	May / June	Seat in Place and secured.	decision and placement not confirmed.	Funded from Mels Crowd Funding
	Viewing Platform	Start will depend on available labour from college.	Re-build to similar design by replacing rotten wood.	Funding received from Co-op.	Labour to be organised , overseen by PG & RB
	Performance area re-vamp	New plan to be agreed	Revised boundary and performance surface. Within Budget.	Will be subject to further Trustee agreement. RB and AG to lead	Grant received
	Scented Garden	Plan to be agreed	Agreed plan and work in progress.	Proposal approved. Plan to be submitted for review.	Funding to be agreed once approval of plans is given.
	Database of Wildlife / Fauna	David to co-ordinate with university.	data used for planning and education.	Surveys require organising with database set-up.	Potential University Project
	Consider planting regime for Yarborough Rd railings. Rather than painting.	To be discussed by May / June	Boundary made more natural and welcoming		
	Consider renovation of mosaics on Sunken Garden Cones	Sept.	Cones repaired	Work is ongoing .	
	Arbour Mural	June	Installation of mural on back of Arbour.	To be painted by Dahlia,	Wood / paints to be provided from Mels fund raising.
	Add Picnic table to level ground on side of performance area grass slope.	May / June	Successful installation and fixing of bench	Needs approval of Trustees.	To be funded from Mels fund raising.
	Secure integrity of the Southern boundary wall	by October	Assured safe boundary	Underpinned by professional advice	Funding may be needed ST advice
Health & Safety	Review Boundaries	Ongoing	Regular updates on any issues	Boundaries regularly reviewed by Trustees. Work will be discussed / planned once known.	
	Trees, check for broken, rotten branches etc	Ongoing	Broken / dangerous branches removed.	Attention to be kept on Goat Willow (Eastern boundary).	Seek Professional advice both generally and specifically.
Use of Park & Community Engagement	Toddler Holiday Group Meeting	School Holidays	Group happy with Park environment.	Use Orchard as meeting area	
Volunteer groups	Pay-back	Ongoing		On an "as and when required basis"	

LIQUORICE PARK MANAGEMENT PLAN, OCTOBER 2022 - MARCH 2023



AREA	KEY ACTIONS	WHO / WHEN	SUCCESS CRITERIA	NOTES / FEEDBACK	COST / RESOURCE
Ongoing Maintenance	Maintain Pathways; - Regular topping of woodchip - Ensure edging logs are secure. - Overhanging branches removed if necessary. - Brambles, blackthorn cut back if necessary. - Sweeping of sunken garden crazy paving. - Sweeping / tidying Yarborough Rd tarmac entrance.	Ongoing	Pathways clear, safe and managed, as far as is reasonable		Gen Volunteer activity
	Management of Brambles - Cut back to shoulder height, within reach. - Select area to cut back for re-generation. - Cut back encroachment along paths, meadows, orchard etc. - Grub out roots where not wanted.	Ongoing	Improved visibility, encourage lower growth, encroachment stopped.		Gen Volunteer activity
	Trees General; - Copse thinning. - Removal of unwanted saplings (Sycamore, cherry, blackthorn etc). - Coppicing of large sycamores.	Ongoing	Maintain bio diversity, prevent areas we don't want to from being taken over by other plants.		Gen Volunteer activity / Conservation Group.
	Orchard pruning	Jan to March		Frost free period.	Gen Volunteer activity / Expert advice.
	Dead Hedge Maintenance / building	Ongoing			
	Rose Pruning; - Cutting out dead wood. - removing cross branches. - Trimming back	Feb / March	Roses still look wild and allowed to prosper but contained in a safe manner. Lots of rose hips for winter bird food.	Selective pruning each year to stop roses getting too top heavy and collapsing	Gen Volunteer activity.
	Wood preservation treatments; - Seating, - Arbour. - Viewing Platform	As and when required	Wood well maintained, safe	May be done at other times dependant on status and weather.	Gen Volunteer activity.
	Planting; - Herb Garden. - Wild Flowers. - Honeysuckle.	Ongoing	Selection of herbs for community use. Bio-Diversity in Park, range of insect friendly plants / habitat throughout year.		Gen Volunteer activity
	Composting Three bin system bottom meadow area two bin system behind Willow screen Alexandra terrace review large compost areas behind sunken garden and woods	Ongoing	Successful creation / use of compost	Notices on Herb garden over what we accept have been a success.	Gen Volunteer activity.
	Steps; - Ongoing repair as older steps fail. - Ensure slabs are safe on steps to sunken garden. - Sweeping of Sunken Garden Steps.	Ongoing	Steps kept safe and tidy.		Have some hardware for a few step repairs, will need to order material once used. Woodchip required as necessary. Gen Volunteer activity
	Litter, Prevent build up, empty bins etc	Ongoing	Park generally clear of litter.		Volunteers empty bins Ensure supply of bin liners Possible additional bins
	Weeding / Dead Heading / mulching; - Herb Garden. - Rose garden. - Flower beds and borders.	Ongoing	Areas look well maintained		Gen Volunteer activity
	Hedges; - Carline Rd boundary Hedge (2 cuts) - Topiary (2 -3 cuts)	Approx. June & Sept.	Areas look well maintained. Topiary well defined.	Elephant and Owl being nursed back by PT.	Carline Rd - gen Volunteers. Main Topiary - M Adlet?
	Willow Screen; - Cut / Trimming as required. - Compost base as available.	Approx. May & Sept	Screen looks well maintained, Gaps / dead areas rejuvenated.	Willow cutting to be bundled for use as screens or weaving etc.	Gen Volunteers.
Watering; - Herb Garden - Rose Garden - Flower Borders and New plants	Ongoing		Tap available on Alexander Terrace. Improved rain collection in Herb Garden planned (see Projects)	Gen Volunteer activity	

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Projects	Carry Over Projects from April-Sept List				
	Consideration of potential tree management to control the height of trees affecting city vista from viewing platform.			Issue has been raised by both public and tree specialist. To be discussed / agreed by Trustees.	May require specialists
	Complete agreed changes to pathways.	By end of 2022	Less damage to top meadows. Paths not so slippery in wet weather.	As agreed at March 21 trustee meeting.	Woodchip
	Consideration to lopping some lower tree branches to raise canopy height and encouraging flora growth under trees.	Oct/Nov	Potential improvements for safety. Lop sweet chestnut tree		Gen Volunteer activity
	Live Hedge between Lower Meadow and Brambles.	Oct	Live hedge, nesting habitat	Lay existing blackthorn to prevent bramble encroachment onto meadows	Gen Volunteer activity
	Discuss hawthorn (or mixed hedge) between western path and orchard	Discuss during spring/summer	Live hedge, nesting habitat		Gen Volunteer activity
	Database of Wildlife / Fauna	Ongoing	data used for planning and education.	Surveys require organising with database set-up.	Potential University Project
Health & Safety	Review Boundaries	Ongoing	Regular updates on any issues	Boundaries regularly reviewed by Trustees. Work will be discussed / planned once known.	Trustees
	Trees, check for broken, rotten branches etc	Ongoing	Broken / dangerous branches removed.	Attention to be kept on Goat Willow (Eastern boundary).	Seek Professional advice both generally and specifically.
Use of Park & Community Engagement					
Volunteer groups	Conservation Volunteers	Sept - Feb		Jobs will be decided nearer the time.	
	Paybacks and Geo catchers	Ongoing		On an "as and when required basis"	