

Victoria Park Management Committee Action Plan 2016/17

Chair: Julie Holt	The Action Plan is a live document that is recorded on an Excel spreadsheet. This allows for new actions/tasks to be added during the lifetime of the document. Completed actions/tasks are removed and added to the Completed Actions Tab. The spreadsheet is up dated and owned by the Partnership and Communities Team.
Outcomes identified within the Corporate Plan:	<ul style="list-style-type: none"> • Empowered local communities with a greater capacity to become involved in community life • Promote integration and cohesion • Appropriate support provided to those in most need • Services are fair, accessible and responsive to individual needs residents and customers feel informed and engaged in service quality and design • Future developments informed by the views of local people • Delivery of events to celebrate and enjoy the Town's heritage and culture
Objectives:	<ul style="list-style-type: none"> • To produce, maintain and oversee the implementation of a Park Management Plan • To encourage active participation of the local community and park users, in discussions of issues and dissemination of information relating to the park • To provide an active line of communication for all groups and individuals with an interest in the wellbeing and future enhancement of the park and to deal with issues of mutual interest to all Park users • To develop strategies for the local management of the Park and to integrate the work of volunteers alongside others in undertaking practical work in the park • To identify and pursue sources of funding for works identified

Document Updated: **30-Nov-17** **Updated text is in red**

Present: Julie Holt (Chair), Tony Barratt, Aimee Luck (NBC), Jamie Wells (NBC), Steve Burdett (Warden), PSCO Andy Emberton, Jamie Hayter (Park Ranger) . **Apologies:** Johnny (Leisure Trust), Cllr Mike Hallam, Cllr Rufia Ashraf

Description of Issue(s)	Proposed Action	Resources	Target Date	Owner(s)	Progress	Status
Damaged / faulty fitness equipment in park	Fitness equipment needs to be repaired and made safe	Direct Services	ASAP	Park Ranger	The damaged fitness equipment is on Steve Potters list for repair. UPDATE: JHayter (Park Ranger) - faulty piece near play area now repaired.	
Damaged / faulty childrens play equipment in park	Play equipment needs to be repaired and made safe	Direct Services	ASAP	Direct Services	Enterprise employ a company called RSS to carry out monthly inspections in Northampton. Cllr Ashraf raised concerns again re the safety of the matting - requested to be invited to the next inspection by RSS to share her concerns. S106 funding was secured by Direct Services Manager - repairs to childrens play equipment, plus additional items. Friends were consulted on their choice of equipment prior to installation. UPDATE: Rangers have filled major holes and cracks, any others are not deemed a priority/high risk. 2 faulty pieces in play area now repaired, one to be moved when there is money to do so.	
Leaves in the MUGA	Requires regular clearance to keep safe	Enterprise	Ongoing	AM	MUGA cleaning is not on a set schedule. Friends and Park ranger advised to report as required. Recently the MUGA was cleared and jet washed, is in better condition now and continues to be well used. JHayter continues to keep area tidy each week. MUGA needs more regular maintenance. PMC reminded by Cllr Hallam that a new contract will be in place next year, this will not be held by Enterprise. Friends looking to hire a jet wash in the meantime. UPDATE: Friends have purchased a leaf blower for MUGA maintenance until new contract in June 2018.	
Flowers and plants for park	PMC to agree with friends the types of plants / flowers to be planted, and location of planters.	Friends of Victoria Park	Spring 2016	FOVP	Friends have used funding from Cllr Ashraf's Community Fund to purchase two planters and have them installed. Friends will be responsible for maintaining these. Cllr Bottwood advised that St James is on the route for East Midlands in Bloom, and would be good for the Friends to be involved. Planters are now located on site near the children's area and at the top of the park. Both have plants in, planted by Friends. Cllr Ashraf's community fund is funding new plants for the park and a guerilla garden. The theme for In Bloom 2018 will be Remembrance. UPDATE: More flowers will be planted in planters.	

Clearance of the brook	Find out who can clear the brook, and where responsibility lies.	Park Ranger	Ongoing	Park Ranger	EA have responsibility for clearing the brook if there is a blockage that may lead to flooding for local people. Otherwise, it is the responsibility of the land owner. The EA maintain the brook twice a year - June/July and August/September, for grass cutting and work to ensure the channel is kept clear, to avoid flooding. Ongoing issues with rubbish in the brook. Enterprise were asked to have a look at the brook to schedule into their works. Look into the possibility of signage next to the brook to try and deter people. Issues for Enterprise should be raised via the call centre. Cllr Hallam reminded that these issues to be flagged with next contract holder. No current issues with silt- if these arise again Friends to inform Aimee. UPDATE: Issue raised by Friends over 2nd cut, followed up by Aimee. EA have provided information on scheduled work for Winter Bushing. Handout sent to PMC with details.
Flytipping and litter	Improve information about tipping litter in park, and increase amount of litter picking that takes place	Friends / Park Ranger	Ongoing	Friends / Park Ranger	Friends reported that often enterprise will drive around the park without collecting rubbish/emptying bins. Friends advised that current contractor is not fulfilling contract, not collecting rubbish/emptying bins. New contract will be in place for June 2018. NBC staff (wardens/rangers) have been helping to manage issues where possible. Friends are asked to continue to report when bins are not emptied, bags left etc. Recent high number of travellers on parks has escalated litter problem. Wardens and rangers to continue to support, to be reviewed once new contract in place. UPDATE: New PSPO signs out in parks, Friends advised these are too small. SBurdett (Warden) advised larger ones have been made and will be put up soon.
Consumption of alcohol and anti social behaviour on park	Issues with alcohol and ASB should be proactively reported to the Police via 101 in a non emergency. Look into how often the Police patrol the park during the summer months.	Friends / Aimee Luck	Ongoing	Friends / Community Development Officer (NBC)	People need to keep reporting any ASB through to the Police, using 999 in an emergency, or 101 in a non-emergency. Friends raised issue of recent assaults in the park. Signs in park state that anyone drinking will receive £100 fine- no one is there to enforce and public are aware of this when challenged. Friends were advised that FNP enforcement officers have been trialled in the Town Centre and it is proposed to roll out across the borough. Cllr Hallam informed the PMC that an enforcement contract is out to tender following the town centre trial. UPDATE: New PSPO signs in parks (see above item) and potential opportunities for training wardens and police re issuing fines. Payback has been cutting back in the park to improve view and deter ASB/Crime (PCSO/Warden) PCSO UPDATE: ASB low on park at this time due to weather. Issues around drugs dealing around the changing room block.
Communications and campaigns	Develop resource to advise and educate regarding fines for littering and dog fouling	Partnerships and Communities Team / PMC Chairs Forum	Ongoing	PMC Chair / Community Development Officer / Park Ranger	Friends have copies of parks flyer to use, copies in the noticeboards. Cllr Bottwood advised that Victoria Park has been agreed as a pilot park for a dog fouling campaign. PMC were in favour of this - to be progressed with the new park ranger. Confirmed that dog mess can be disposed of in any litter bin now. Comms launched parks infographics on social media which includes littering and dog fouling. Cllr Hallam advised holding off on dog fouling campaign until enforcement contract is in place. UPDATE: Dog fouling campaign planned for March. 'See it, Report it' flyers being coordinated by PC Neil Mackenzie and supported by Friends.
Football pitches - damaged	Ensure football pitches are safe for use	Enterprise/ Direct Services	Ongoing	Park Ranger	Jhayter has filled the holes in the pitch. Cllr Hallam advised that NTFC Forum is expected to reconvene soon and will allow for feedback on pitches. Pitches relined by Amey, not to a good standard. Ongoing issues with football pitches, ground is uneven. UPDATE: JHayter believes a team is due to take over the pitch in December.

