

BOROUGH OF BROXBOURNE MANAGEMENT AND MAINTENANCE PLAN

Barclay Park 2021



**BOROUGH OF
BROXBOURNE**
www.broxbourne.gov.uk

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INTRODUCTION

1.1 Vision Statement

The Borough of Broxbourne and the Friends of Barclay Park vision for Barclay Park is that it is a safe, clean and welcoming space that engages people of all areas within the whole of the local and the wider community. Barclay Park will provide an environment where interpretation and a range of educational activities enables park users to discover the heritage, historical features, natural flora and fauna all contained within this green space. Barclay Park will be used as an engaging backdrop to a variety of tasks, events and activities throughout the year. The Borough recognises that providing a high quality Green Flag standard park improves the immediate location to live, work and visit. This can help to promote and encourage a healthier lifestyle within a natural environment. All Borough residents are encouraged to take up volunteering opportunities on offer at Barclay Park and other local green spaces and assist the Borough of Broxbourne with maintaining and managing them.

This five year Management Plan will look at where the park is currently and establish where we would like the park to be in five years' time. The plan will then ensure that the improvements are well organised, structured and sustainable with all resources clearly identified. The plan details how the Borough and FOBP aim to protect, maintain and improve Barclay Park for the benefit of the community.

1.2 Period of the plan and stages of review

This management plan covers the five year period from 1 January 2018 to 31 December 2022. It is a guide to decision-making for the park and will remain in circulation until the end of 2022. The plan is map-based with action plans for each year and is produced annually at the end of year review. In January each year, the previous year's action plan will be fully updated and moved to the appendices and the action plan for the coming year will be inserted. The Green Spaces Officer will review and update the plan each quarter. It is accepted that the plan is a working document that may need to react and reflect any change of circumstances within the Borough. Reviews are carried out by the management plan review group listed below:

- Green Spaces Officer
- Green Spaces Manager
- Arboriculture Officer
- Committee of the Friends of Barclay Park

1.3 The Friends of Barclay Park (FOBP)

The Friends of Barclay Park was formed after a presentation on volunteering delivered by the Parks Manager to the Environmental Panel. This led to local residents asking if there was any volunteering available at Barclay Park. An initial meeting was set up on 6 May 2011 which was attended by 15 people, the outcome of which led to the formation of the group. Within one month the group had elected a committee, agreed a constitution (see appendix A) and opened a bank account. The Friends of Barclay Park grew very quickly, not only in numbers but in confidence and levels of activity. Together with the Borough of Broxbourne, FOBP successfully applied for a Heritage Lottery Fund Grant (HLF) and received £76,000 in February 2012. These funds enabled the northern side of the banks of the lake to be re-instated, new interpretation boards were installed throughout the park and a wet meadow habitat area was created.

FOBP then started assisting with some events and took over the annual Easter Egg Hunt. Through their input this event has grown to become the biggest fundraising event at Barclay Park and the number of children participating now exceeds 300.

Following the first successful HLF, the Friends of Barclay Park submitted further applications. The first two were unsuccessful but in 2016 the third application was successful and a further grant of £83,000 was awarded. The funds were used to reinstate the southern side banks of the lake and all around the island, install three pond-dipping platforms, widen a very narrow section of the path network, clean and restore the Pulham Bridges and to provide training to members of the FOBP in delivering pond-dipping sessions and in designing and creating a webpage. The work started in April 2016 and completed in May 2017. (Appendix B list of achievements)

Facebook page: Friends of Barclay Park

Email: Friendsofbarclaypark@gmail.com

Website: www.friendsofbarclaypark.org.uk.

1.4 Logo

Local wildlife artist and photographer, Maurice Pledger, kindly designed and created the 'Friends' logo and gave the original watercolour painting to the Friends as an asset of the group.



1.5 Committee

The committee are elected annually at the Annual General Meeting (AGM). The current elected Committee members are:



*Peter Grant – Chair
6 February 2017*



*Alan Casbard – Secretary
6 February 2017*



*Elaine Lovick – Treasurer
6 February 2017*



*Theresa Casbard – General
Committee member
6 February 2017*



*Marjorie Boulton – General
Committee member
6 February 2017*



*Bob Ivison – General Committee
member
25 May 2017*



*Gill Woolgar – Volunteer and
Membership Co-ordinator
6 February 2017*

1.6 Barclay Park volunteers

Shortly after the formation of the FOBP, several members suggested holding monthly volunteer tasks to assist with the maintenance of the park. Since September 2011 a task has been organised for most months and the average turnout is 10 people per task. Pictures are available on the FOBP Facebook page and on the website: www.friendsofbarclaypark.org.uk

A yearly schedule is prepared and sent out to the Friends members and also included in the management plan. The schedule is uploaded to the Friends website and each task is advertised on the Facebook page. (See appendix C for 2021 schedule)



Jubilee Walk, 24 June 2019



Jubilee Walk, 27 November 2019

The Friends group decided that they wanted to create something in the park to celebrate and commemorate the Diamond Jubilee of Queen Elizabeth II in 2012. The idea was to create a walkway along one pathway using a red, white and blue planting scheme.

The Committee contacted Barclays Bank which decided to fully support the project. Members of the public were given the opportunity to purchase a tree/trees as part of the project.

An area in the park alongside the path between the lake and the farmer's field was identified. Each side of the path would be planted in two phases as funds became available to be completed within a five-year timescale.

Barclays Bank donated £1,700 which was used to buy the planting for the first eight sections. Barclays Bank staff also gave a whole day's labour, including 23 of their branch managers. Together with park volunteers, the Wednesday volunteers, the Mayor and the FOBP Committee, a planting day took place on 19 September 2012. Members of the 1st, 3rd, 5th and 6th Hoddesdon Brownies and 1st Hoddesdon Guides planted the bulbs.

Monday 5 November 2012, 10 trees for the first side were planted by the individuals who had donated a tree(s).

County Councillor Alan Searing donated £1,000 from his locality budget and Merck, Sharpe and Dohme (MSD) donated £600 which enabled the last of the plants required for side one to be purchased. MSD allowed a group of seven volunteers to donate 56 hours of labour to carry out the final planting of these on 30 April 2013. This completed side one of the Barclay Park Jubilee Walk.

Side two was completed in 2014, financed by County Councillor Alan Searing's locality budget and funds raised by the Friends of Barclay Park.

27 tree donors, their families, friends, and members of the Friends of Barclay Park, joined the Mayor of Broxbourne, Councillor Mrs Bren Perryman, and County Councillor Alan Searing to unveil the signage for the first side of the walkway and plant trees alongside two on 20 January 2014. Barclay Park volunteers planted the rest of the walkway on 8 March 2014. On 21 November 2014, 10 students from Sheredes School's environmental group planted 7,000 bulbs to complete the project.



In 2017 The Queen celebrated 65 years on the throne and became the only monarch in history to celebrate a Sapphire anniversary. To celebrate this and to update the Jubilee Walk 10 Aster 'Sapphire' were planted at the 80th anniversary celebration event of the official opening of Barclay Park.

1.7 World War One Commemorative meadow and benches



1.8 WWI Centenary Meadow

Flowers for the Centenary of World War One

1914-1918 /2014-2018

2014 marked the centenary of the start of World War One. For four years, from 2014, the nations involved in the conflict will commemorate the event at sites of remembrance. To help mark this centenary, the Friends of Barclay Park, Wednesday Volunteers, Haileybury students, Barclay Park Volunteers and the Borough of Broxbourne will be working together to create a meadow containing some of the flowers which best symbolise the millions of soldiers who died at war.

The poppy variety, papaver rhoeas, is used by The United Kingdom of Great Britain and Northern Ireland, Australia, New Zealand, Canada and the United States of America to honour those killed in battle, the red of the poppy symbolises the blood spilled during battle.

The cornflower, centaurea cyanus, originally referred to young French soldiers arriving on the battlefield wearing new, grey-blue uniforms; thereafter, the cornflower symbolised those who died for France.

Phase one of the meadow took place on 11 March 2015 as 15 members of the Wednesday Volunteers and seven Haileybury students cleared away the existing turf, prepared the first 300 square metres and sowed an annual commemorative mix of seed which will be replaced each year. The perennial meadow was completed in November 2016

and a commemorative bench provided by FOBP was installed in November 2017. The meadow should be established and in full flower before 2018 to commemorate 100 years since the end of WWI.

An additional commemorative bench provided by the Borough was installed by the Green Flag flagpole along the path by Park View.





SITE DESCRIPTION

2.1 Overview

Name of site	Barclay Park
Address	Cock Lane Hoddesdon Herts EN11 8PX
Ownership and management	Borough of Broxbourne
Grounds maintenance	In-house Environmental Services
Tree contractors	Fletchers (Trees) Ltd
Site area	18.3 acres
Grid reference	TL 36777 08490
Ward	Broxbourne and Hoddesdon south
Councillors	Councillor David Holliday Councillor Paul Mason Councillor Sherrie McDaid
Entrances	4 pedestrian 3 vehicle
Parking	Free car park for 10 vehicles Car parking along Park View Free car parking also available at Spotlight theatre No specified disabled parking spaces
Major features	The Pulham Bridges Spitalbrook Ornamental lake Play area Multi-use games area Jubilee Walk WW1 Commemorative Meadow
First opened to public	May 12th 1937
Additional park security	Parkguard
Play area safety inspections	Playground services

2.2 History of Barclay Park

1403 A building was on this site, named on the deeds as High Wyches.

1535 There was no occupier named at the time and it is believed that the building was a farm building and was used by the tenants of the common fields.

1573 The building was described as having no chimney.

1677 The building had a change of name to High Grounds and the first owner mentioned is John Holder.

C.1763 -1832 Dr Samuel James lived at High Grounds

1843 Robert Buchanan Barclay was born in Leyton on 13 December, the son of James Gurney Barclay.

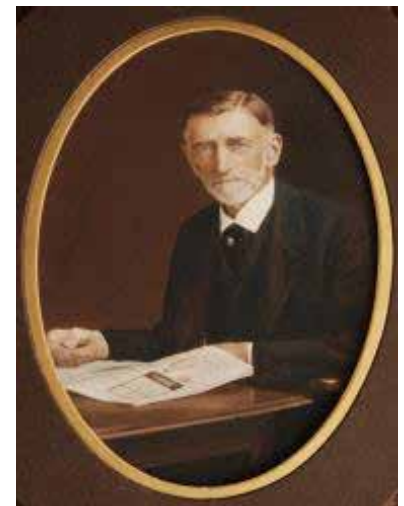
1851 The new owner of the original building, a gold lace manufacturer called Charles Webb, rebuilt the house as the mansion still standing and in use as a Christian Society conference centre.

1852 Charles Webb was allowed to divert Lord Street in order to create a private drive to the new house.

1865 Robert Barclay became head of the junior branch Barclays, Ury, Scotland, then became Partner and then Director. (Barclay, Bevan, Tritton & Co.). He was also Director of Commercial Union Assurance Co.

1868 Robert married Elizabeth Ellen, (known as Ellen), daughter of Thomas Foxwell Buxton of Easneye, himself a banker.

1871 Robert Buchanan Barclay took ownership of the estate and renamed it High Leigh



Robert Barclay



High Leigh

1872 Rosehill house purchased by Robert Barclay was intended as a dowry house but Elizabeth died first, the house was used as a Voluntary Aid detachment in the First World War.

1879 The lodge in Lord Street west of High Leigh was built.

1880 Mr Barclay had the narrow footpath between Rosehill and Lowfield widened and the avenue of Beech Walk was planted to commemorate the birth of Joseph Gurney Barclay. In that same year Mr Barclay donated Lowfield to Hoddesdon Working Mens Club as a cricket field, which is still in use today.



Beech Walk, 1962

1881 Robert Barclay had the plane trees planted along Park View.

1883 Robert Barclay donated the rest of Lowfield to be used as a football ground, then had the rest of the estate laid out to be used for the recreation of the townsfolk of Hoddesdon.

1887 Lowfield hosted Queen Victoria's Golden Jubilee celebrations.



South Lodge, 1960's

1897 To commemorate Queen Victoria's Diamond Jubilee, Robert Barclay gave the site at the bottom of Rosehill for the erection of the Cottages for the Aged Poor (originally three cottages).

1905 One more cottage was added in the memory of Elizabeth Warner.

1918 To celebrate his golden wedding anniversary, Robert Barclay donated £500 to augment the Vicar of Hoddesdon, £500 to the YMCA and £256 to Hertford County Hospital.

1919 Ellen Barclay died

1921 Robert Barclay died aged 77 and is buried in St Augustine's Churchyard, Broxbourne. A memorial is in St Catherine's & St Paul's Church, Hoddesdon.

1922 High Leigh and 40 acres of grounds were sold to First Conference Estates Ltd.

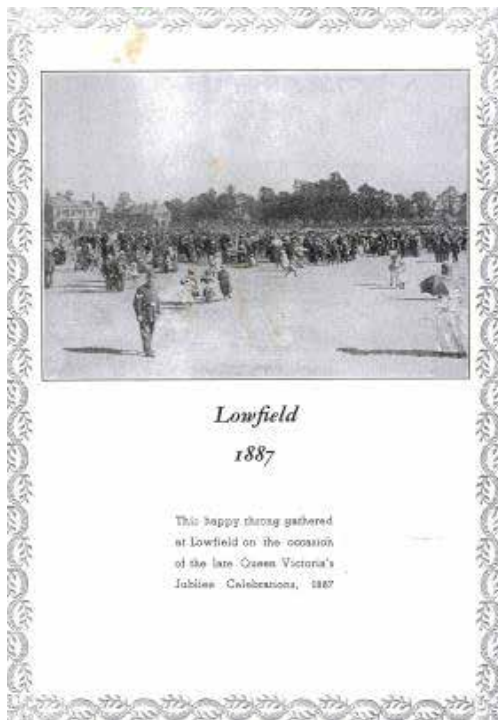
1924 Lowfield was bought from Barclay by trust who raised £765 most of which was donated by Barclay himself. 12 trustees were originally appointed and thanks to Mr Barclay the deeds state that the land can be used "only as a sports and recreation ground for the inhabitants of Hoddesdon".

1932 Hoddesdon Lawn Tennis Club founded in 1896 with Robert Barclay as president purchased the freehold of the ground.

1935 14 years after the death of Mr Barclay, to celebrate the silver jubilee of King George V, the Barclay family by deed of gift donated the portion of land between the lake and Rosehill to the people of Hoddesdon to be managed by the local council. The price agreed was £950 but again, most of the money was donated by Mr Barclay's family.

1936 The remaining portion of the park from the lake to Cock Lane was added to the deed making the 17.5 acres of parkland we have today.

1937 The official opening of Barclay Park on May 12 by Robert L Barclay that same day trees were planted to celebrate the coronation of King George VI and Queen Elizabeth.



Invitation to Queen Victoria's Golden Jubilee, 1887

1893 Robert Barclay became High Sheriff of the county of Hertfordshire. He was also Treasurer of the Bishop of St Albans representing Diocese House of Laymen.

1894/5 Mr Barclay commissioned the building of South Lodge, the carriage ride and the ornamental bridge which was built by Messrs Pulham and sons of Broxbourne. A second less ornate bridge across Spitalbrook has the initials RB and the date of 1895 engraved on the keystone which also indicates it was built by Pulham at the same time but this cannot be confirmed.

1939 The Royal Record by the Woodland Trust on page 88-



The official opening of Barclay Park 12 May 1937

89 states:

“ Hoddesdon – in the public park six oak, four fir and a laburnum were planted by the Urban District council.

1950s Park had children’s swings.

1955 The Hoddesdon Official Guide c. says ‘This, the only park in the district, is owned by the Council. It covers an area of 17.6 acres. The park is in a natural setting, with an ornamental lake, and is one of the beauty spots of the district. Adjacent to Barclay Park is Beech Walk Recreation Ground, which has children’s swings.’

Calling it the ‘only park’ could mean as opposed to recreation grounds and playing fields. It is not sure what is meant by Beech Walk Recreation Ground – there has never been any kind of division in the park, but it could possibly mean a portion of the gift (the portion given in 1935 between the lake and Rosehill; Hayllar, p.122).

This town guide has a section called ‘Delightful Walks’. Walks three and four go through the park. Walk 3 goes along Beech Walk and through the park to leave following the footpath. Walk four enters the park by the gate next to the football field and leaves at the Cock Lane ford to go across the recreation ground. Two of the other walks, which are longer, include these sections of three and four. This Walks section was repeated verbatim in the commemorative edition of the Hoddesdon Urban District Guide (this commemorated the end of the Urban District which ceased to function 1 April 1974.

1960/61 Hoddesdon Official Guide refers to the park as ‘the largest of the parks, the 24 acre Barclay Park, named after the donor, is largely retained in its natural state and beautified by the efforts of the Park Superintendent and his staff.’

Later in the guide is a photograph with the caption ‘the new children’s playground in Barclay Park’, which shows swings, a seesaw, and a slide. That was situated near the wooded section where the path turns towards Beech Walk.

1968 –The lake was cleared of 14 loads of weeds. Proposal to raise height of bank.

1st Hoddesdon Guides and 3rd Hoddesdon Scouts fete Saturday 26 June.

1969 New road and footpath created along Park View taking eight feet from the park. The original entrance gate donated by Miss N Christie and iron railings were replaced along the new highway boundary.

1969 17 September. Mr Giddings tenant farmer vacated the 6.21 acres of land to west to enable use as additional parkland.

1970 Scout/Guide annual fete Saturday 25 July. Old railings removed from between the Spinney and the park. In November a timber bridge was constructed over the stream by Messrs L H Lambard of Cheshunt.

1970/71 The Hoddesdon Official Guide, states that the entry to the park is much the same, except that the park is ‘preserved’ by the Park Superintendent and his staff, rather than ‘beautified’. Again the area of the park is given as 24 acres.

1971 In February, work started to provide the triangular car park area off of Cock Lane at a cost of £775.

Hoddesdon Scout/Guide fete was held Saturday 3 July.

1971 – Due to overshadowing, alternate pairs of trees were felled along Beech Walk at a cost of £1,300.

1972 – Under the Dutch Elm Disease Local Authority Order 1971 the lopping of one tree and the removal of 46 Elm Trees were carried out by Messrs Symonds at a cost of £1,100.

Hoddesdon Scouts and Guides fete was held Saturday 1 July.

1973 – Scout and Guide fete Saturday 16 June.

1974 – Scout and Guide fete Saturday 6 July.

Report carried out by Angling Council on what work would be required to hire lake out for fishing.

Actions required cost £9,000 so the decision was taken to keep as an ornamental lake so no further action taken.

Fly tip of oil drums in lake.

Hoddedson Urban Council terminates.

1990s The play area was moved from the top of Beech walk to its current location next to the car park entrance off Cock Lane.

2001 - 2002 The ornamental lake was improved by the construction of tarmac paths to reduce erosion to the banks and to improve access all year round, sluice gates were added to control the level of the water.

The play area was improved and refurbished, the cable runway was installed and railings added around the south and west corners

2007 - 2011 Saw the launch and completion of the spring trail project which involved over 10,000 visits by local children over five years to plant 40,000 spring flowering bulbs around the perimeter and the path edges.

2008 Parks and Open Spaces booklet mentions the park and its features.

First five year management plan produced.

2009 Further improvements and new equipment added to the play area.

2011 The Friends of Barclay Park and Barclay Park Volunteer groups were formed.

2012 Friends of Barclay Park secure £76,700 from Heritage Lottery Fund to restore the north bank of the lake, create a wet meadow area between the car park and the lake and six new historical interpretation boards and notice boards were installed.

A big lunch was held and a beacon lit as part of the celebrations for Queen Elizabeth II Diamond Jubilee.

Jubilee Walk started.

2013 Green Flag awarded.

New five year management plan produced.

2014 Green Flag retained.

Jubilee walk completed.

2015 Green Flag retained.

WWI commemorative meadow phase one completed.

2016 Green Flag retained.

WWI commemorative meadow phase two completed

Commemorative bench installed.

Friends of Barclay Park create a Facebook page.

Friends of Barclay Park secure £83,000 from Heritage Lottery Fund to restore south bank and island banks of the lake, widen a section of the path network, install three pond dipping platforms, train volunteers in delivering pond dipping sessions and creating websites.

Tree trail produced.

2017 Green Flag retained.

Work to south side of lake vandalised, volunteer day held to clean up the damage caused.

Multi-use games area installed.

Jubilee Walk updated in honour of Queen Elizabeth II Sapphire Anniversary. Ten Aster 'sapphire' planted as part of the 80th anniversary of the official opening of Barclay Park.

2018 Green flag retained.

2019 Green flag retained.

Local residents donated 7 silver birch trees to the park, which were planted by the Friends group and the Mayor as part of the Woodland Trust's 'Big Climate Fightback' and National Tree Week.

2020 Green Flag retained.

2.3 The significance of the park

The park is a significant green space and is the largest open space in the north of the Borough. It is an important facility for both people and wildlife. Barclay Park is a community park and is used extensively by residents who may not have access to private gardens. Socially the park is a meeting place for all ages in an environment which is aesthetically pleasing and totally removed from the urban character of its surroundings.

Barclay Park is open to the public 24 hours a day all year round and is well used by local residents, visitors and schools. The park is popular with all ages and informal activities include walking, jogging, dog walking, feeding the ducks, picnicking and using the play areas. In times of high snowfall the park is well used by residents for tobogganing, snowballing and snowman making activities.

Formal use includes history walks, bird walks and pond dipping sessions run by the Green Spaces Officer for local school children and community groups.

Other uses of the park include an annual Easter Egg hunt which attracts over 300 children each year.

2016 saw the creation of the Barclay Park Tree Trail which identifies 20 trees in the park with a number. A downloadable leaflet is available on the Friends of Barclay Park Website and the Council's websites (Appendix D).

Fitness Squad UK hold a bootcamp military style exercise class all year round on Tuesday mornings from 9.30-10.30am.

<http://www.fitnesssquaduk.com/locations/barclay-park-hoddesdon/>

Every Saturday morning at 9am there is Parkrun.

<http://www.parkrun.org.uk/barclay/>

Thursday morning at 9.15am we have Moving Mums.

<http://www.keepitlocalgb.co.uk/locations/broxbourne/moving-mums-herts>

Saturday and Sundays from May until October, The 'Cats and Dogs Coffee Café' parks by the lake offering freshly brewed coffee and other beverages.

<http://www.catsanddogs.coffee/>



Cats and Dogs Coffee van

2.4 Land registry and leases

A: Property Register

This register describes the land and estate comprised in the title.

Hertfordshire: Broxbourne

1 (17.09.2008) The Freehold land shown edged with red on the plan of the above title filed at the Registry and being Barclays Park, Cock Lane, Hoddesdon.

B: Proprietorship Register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

1 proprietor: the Council of the Borough of Broxbourne of Borough Offices, Churchgate, Cheshunt, Herts EN8 9XJ.

C: Charges Register

This register contains any charges and other matters that affect the land.

1 (17.09.2008) The land tinted yellow on the title plan is subject to such restrictive covenants and easements as may have been imposed thereon before 12 November 2008 and are still subsisting and capable of being enforced.

2 (17.09.2008) A conveyance of the land edged and numbered 1 in blue on the title plan dated 1 January 1924 made between (1) Robert Leatham Barclay and (2) Edward Dixon Allen, Tom Edward Davies, John Dew and Samuel Thomas Hampton contains restrictive covenants.

NOTE: Copy filed.

3 (17.09.2008) A conveyance of the land tinted blue on the title plan dated 7 June 1935 made between (1) Robert Leatham Barclay and (2) The Urban District Council of Hoddesdon contains restrictive covenants.

NOTE: Copy filed.

4 (17.09.2008) A conveyance of the land tinted brown on the title plan dated 6 August 1936 made between (1) Robert Leatham Barclay and (2) The Urban District Council of Hoddesdon contains restrictive covenants.

NOTE: Copy filed.

5 (17.09.2008) The land is subject to the rights referred to in a conveyance of the land tinted pink on the title plan dated 24 March 1954 made between (1) Inns and Company

Limited and (2) The Urban District Council of Hoddesdon.

NOTE: Copy filed.

6 (17.09.2008) The land is subject to the rights referred to in a conveyance of the land edged and numbered 2 in blue on the title plan dated 24 March 1954 made between (1) Walter Wallace and Robert Wallace and (2) The Urban District Council of Hoddesdon.

NOTE: Copy filed.

7 (17.09.2008) A conveyance of the land tinted mauve on the title plan dated 17 February 1964 made between (1) Barclays Bank Limited (2) David Newman and (3) The Urban District Council of Hoddesdon contains restrictive covenants.

NOTE: Copy filed.

8 (17.09.2008) The land tinted mauve is subject to the rights granted by a Deed dated 17 February 1964 made between (1) The Urban District Council of Hoddesdon and (2) Barclays Bank Limited.

NOTE: Copy filed.

9 (17.09.2008) The land is subject to the rights granted by an Agreement of the land tinted mauve on the title plan dated 17 June 1965 made between (1) The Urban District Council of Hoddesdon (2) The Hoddesdon Lawn Tennis Club (3) and (4) Wilfred Lamport, David Newman and Maurice Mohan.

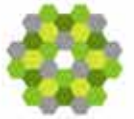
NOTE:-Copy filed.

10 (17.09.2008) The parts of the land affected thereby are subject to the leases set out in the schedule of leases hereto.

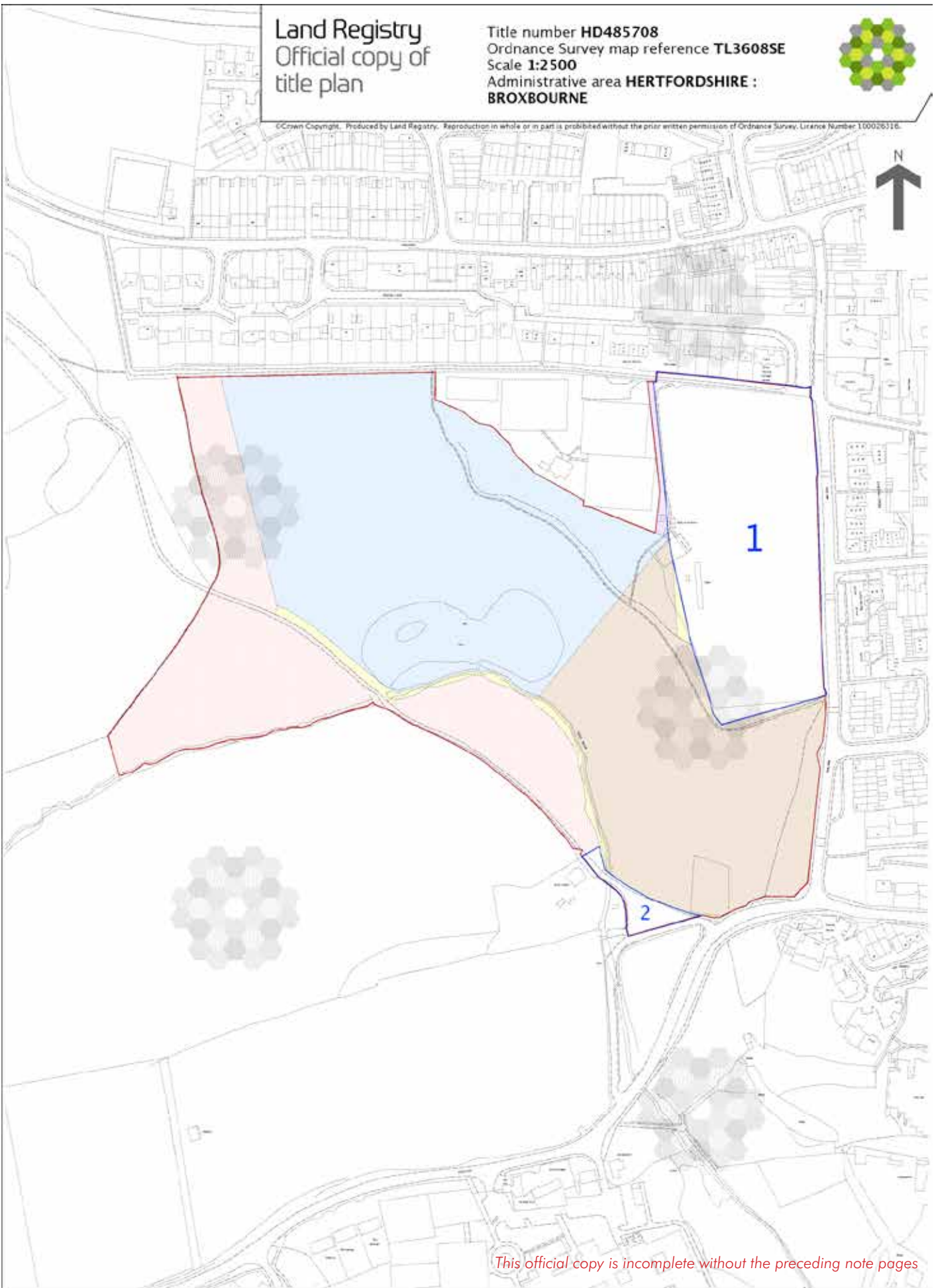
11 (17.09.2008) By a Deed dated 22 November 1999 made between (1) The Council of the Borough of Broxbourne (2) Hoddesdon Town Football Club and Hoddesdon Cricket Club and (3) Roger Lewis Harold Merton and Barry Ralph Hellewell the terms of the lease dated 7 April 1982 referred to in the schedule of leases hereto were varied.

Land Registry
Official copy of
title plan

Title number **HD485708**
Ordnance Survey map reference **TL3608SE**
Scale **1:2500**
Administrative area **HERTFORDSHIRE :**
BROXBOURNE



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This official copy is incomplete without the preceding note pages

2.5 Audit information

Topography

Barclay Park is approximately 18.3 acres in size. The park is bounded by residential areas of Rosehill Close and Park View to the north and east; Cock Lane to the south and High Leigh Conference Centre and grounds to the West.

Key Buildings and structures.

South Lodge adjacent to the car park was commissioned in 1895 by Robert Barclay. The house is privately owned and is not part of the parks management.

The ornamental bridge over Spitalbrook was also commissioned by Mr Barclay that year from Messrs Pulham and sons of Broxbourne who later became famous for Pulhamite Rock. There is a second smaller bridge over Spitalbrook by the lake, both bridges formed part of the carriageway leading to the House at High Leigh. The Friends of Barclay Park in 2016 were successful in their application to the Heritage Lottery Fund and received funding to clean and restore both bridges. The works commenced at the end of 2016 and were completed in 2017. The Barclay Park Volunteers have an annual task to clear the bridge of vegetation ensuring it is highly visible at all times. Interpretation signs include information on this historical feature.

In 2017 an enclosed multi-use games area was installed.

2.6 Operational overview

Security

The park is an open park, accessible to the public 24 hours a day all year round. Security issues have periodically been of some concern in relation to vandalism, illegal fishing and general anti-social behaviour (ASB) issues. This is being monitored through the Council's partnership meetings, local safety forums with the police, ASB monitors and other agencies. The Council, in partnership with Lea Valley Regional Park Authority have engaged a private security company (Park Guard) to patrol key sites, of which Barclay Park is one. Many park users have been given business cards with Parkguard contact numbers on and all members of the FOBP and the Committee have this information. The Green Spaces Officer regularly patrols the park and FOBP group members provide extra eyes and ears around the park.

The Parkguard can be reached on **07974 696931**.

Maintenance and management operations

The Barclay Park ground maintenance contract is currently with Broxbourne services. The majority of Barclay Park is maintained as standard grass. With arisings cut and spread. The grass specification is available to the public on the Council's website.

<https://www.broxbourne.gov.uk/resident-environment-grounds-maintenance/grass-maintenance>

Environmental sustainability

As part of the Council's commitment to environmental sustainability we ensure that our vehicle fleet is fuel efficient and maintained for optimum performance.

Areas of new planting in Barclay Park are watered by volunteers using natural water from the lake so it is not necessary to bring water onto site. Areas will be mulched using mulch from our tree contractors which is made locally to minimise transportation. All material felled onsite is chipped onto woodland paths, floor or left as log piles. Leaves are collected from formal grass area and strewn through woodland area ensuring no need for removal from site.

The Borough of Broxbourne has a Sustainable Community Strategy 2010-2021 in place and theme seven deals with Environment.

The Council has a peat and pesticide policy (Appendix E/F)

2.7 Public Space Protection Order Control of Dogs

In 2017, the Borough of Broxbourne adopted the Public Space Protection Order for the Control of Dogs. This requires owners of dogs to clear any faeces up and in specific locations including fenced play areas, dogs are banned (see appendix G).

Dog waste can be disposed of in any litter or dog waste bin in the Borough. Please put the dog waste in a bag and use the bins provided.

In 2016, the Council removed some litter and dog bins and installed combined waste bins throughout the Borough including Barclay Park. These bins are scheduled to be emptied daily Monday-Friday and weekends during periods of high usage.

2.8 Planning context

Barclay Park

Barclay Park is designated as open space within the local plan 2018-2033. The plan acknowledges Barclay Park as a historic landscape and an important 'green corridor' westwards to Lord Street through the creation of new parkland within High Leigh Garden Village. A number of policies in the plan directly affect Barclay Park. These include:

Policy HOD9: Barclay Park and Spitalbrook - *The Council will improve and extend Barclay Park and continue to protect the Spitalbrook Valley from development.*

Policy CS2: Countryside Protection and Enhancement - *Cheshunt Park, Cheshunt Common, Wormley Wood, Wormleybury Brook and the Turnford Brook will be protected and enhanced with a balanced approach to public access and wildlife protection and enhancement.*

Other Planning Policies and Designations

Metropolitan Green Belt (MGB):

Barclay Park is covered by the Metropolitan Green Belt (MGB). The construction of a new building within the Green Belt is generally considered to be inappropriate. Exceptions to this are set out in the National Planning Policy Framework (NPPF). As per Policy GB1: Green Belt, the Council will consider applications within the Green Belt in line with the provisions of the National Planning Policy Framework.

Open Space

Barclay Park is designated as a Borough Level Park in Appendix A of the Broxbourne Local Plan 2018-2033. Policy ORC2: Loss of Open Space, Leisure, Sport and Recreational Facilities states that the park will be protected from development unless the following criteria are met:

- (a) an assessment has been undertaken, which clearly shows the open space, facility, buildings or land to be surplus to requirements; and*
- (b) the development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss; or*
- (c) the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location.*

Wildlife Designations:

Local wildlife sites are identified by the Hertfordshire Local Wildlife Sites Partnership and co-ordinated by the Herts and Middlesex Wildlife Trust. Local wildlife sites (LWS) are considered to be of significance for wildlife in at least a district context. There are currently two local wildlife sites in the south of the park. These are:

- Lodge Hollow and Spitalbrook 72/016
- Knowle Thicket 72/026

Part V of Policy NEB2: Wildlife Sites states:

V. Development on, or which negatively affects, a Local Wildlife Site or Local Nature Reserve, as shown on the Policies Map, will not be permitted unless:

- (a) local development needs significantly outweigh the nature conservation value of the site; and
- (b) the development provides appropriate avoidance or mitigation, and as a last resort compensation measures to offset any detriment to the nature conservation interest on the site.



THE LOCAL CONTEXT

3.1 The Borough

The Borough of Broxbourne lies in south east Hertfordshire, adjoining London to the south. It has an area of around 20 square miles and a population of around 90,300.

3.2 The Community audit 2011

The Borough had one of the highest rates of population growth in Hertfordshire over the inter-censal period to 2001. At the time of the 2011 census, less than 4% of the population were from minority ethnic backgrounds, half the national average and the second lowest in Hertfordshire. Recent estimates suggest that the population aged over 80 comprised 4% of the total; this figure has increased in recent years and the proportion of very elderly people is projected to increase further over the next 10 years, posing challenges for health and other services.

Almost two-thirds of people of working age are in employment, half commuting into London. The Borough had an unemployment rate of 3.5%, in February 2011, low in national comparisons but higher than the County average (2.5%). Borough unemployment rates are highest in Waltham Cross, which also had the highest level of unemployment of towns in the County (6.2%) in January 2011. Local employment is mixed, with a predominance of distribution, hotels and catering, some manufacturing, including chemicals and business, and financial services. Lower than county average proportions of Broxbourne residents are employed in professional occupations, which is reflected in similar differences in levels of educational attainment by the local population.

Car ownership is above average (84% households have one or more cars) but the area is poorly served by east/west bus services. The level of owner occupation is above the national average. There is a small rented sector and few homes in multiple occupation. Certain parts of the Borough, in Goffs Oak, Broxbourne and Hoddesdon North wards, are amongst the least deprived areas in the country but the Borough also has areas with somewhat higher levels of deprivation. With the exception of one area in Hoddesdon Town, the more deprived areas in Broxbourne are to the south of Wormley and Turnford. The Borough of Broxbourne is a safe area. Crime and disorder audits have shown that serious crime rates are lower than national averages. A survey carried out at the beginning of 2011 showed that perceptions of crime and anti-social behaviour (ASB) amongst residents in the Borough have improved significantly over the last year.

3.3 Borough of Broxbourne ward information

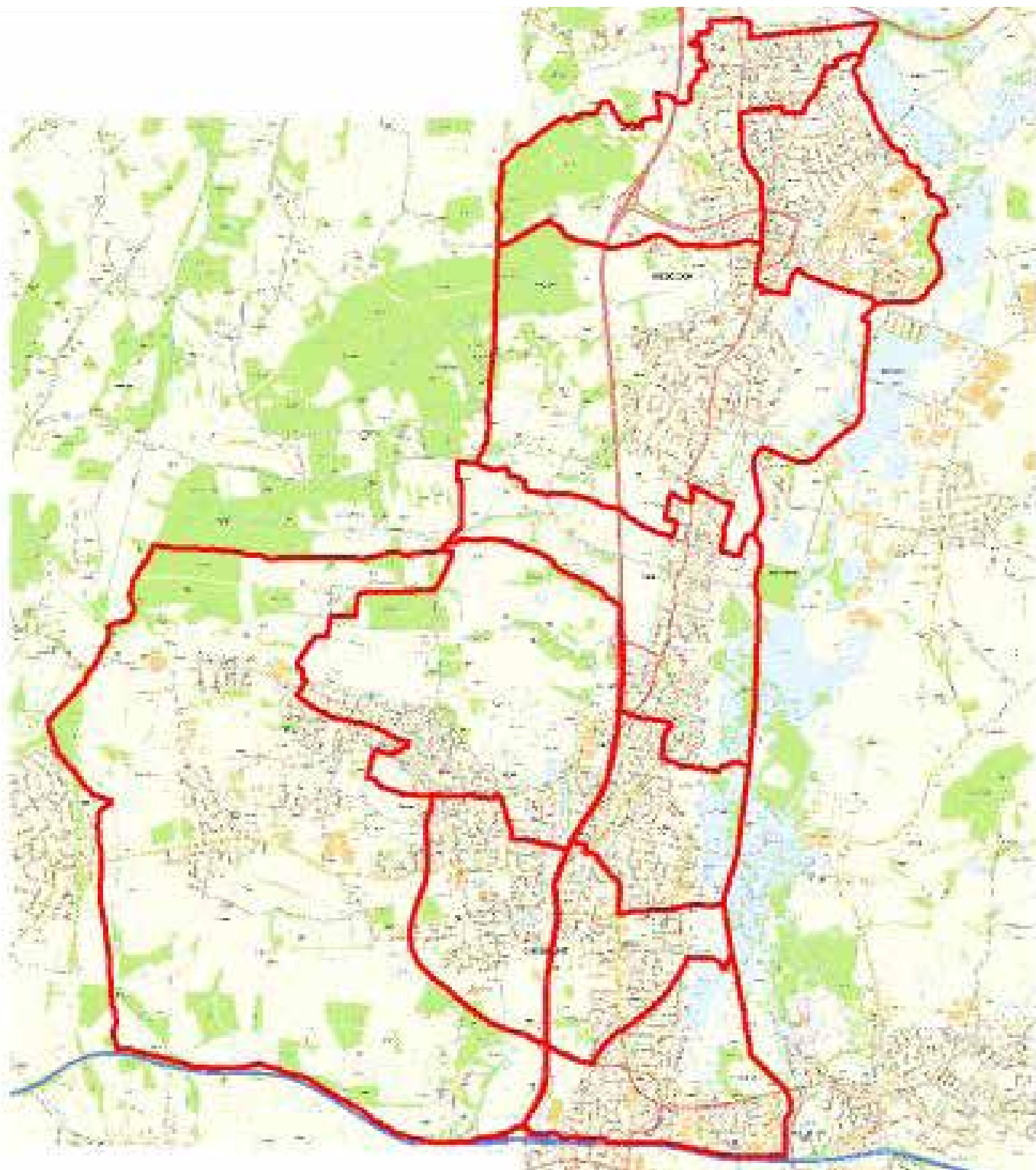


Diagram showing Barclay Park, in the ward of Broxbourne and Hoddesdon South



POLICY CONTEXT

4.1 Tree strategy

All the trees in Barclay Park were surveyed in 2017 by our tree contractor Fletchers Ltd, using the EZYTREEV system, every tree has been identified and has a unique number (see appendix I). Every tree was categorised into high, medium and low priority for works needed. All high priority works were carried out immediately after the survey in 2017. Medium works are carried out if funding allows. The survey will be repeated every five years, the next survey is due in the winter of 2022. Some trees being monitored will be inspected more frequently.

Vegetation around tree bases in grass and planted areas must be manually controlled so as not to damage trees.

Basal and epicormic growth is to be removed (suitable as a volunteer task).

Memorial trees are only to be planted as part of a recognised current planting plan. At the time of writing these include, *taxodium distichum* and *betula negra* in the new wet meadow. In the next five years the copse of Horse Chestnut (*aesculus hippocastanum*) will need to be felled as they are suffering from leaf miner disease and a pathogenic fungal disease. This will give us an opportunity to replant the whole copse with a more resistant species of Horse Chestnut (*aesculus carnea*) which can be part of the memorial tree planting on offer.

Barclay Park is a very open aspect park and tree management will be used to protect the views across the park and keep the aspect open.

4.2 Biodiversity Action Plan

The management of Barclay Park aims to protect and improve the diversity of flora and fauna.

The Upper Lee Valley and Broxbourne woods are biodiversity action areas of regional importance. Biological diversity (biodiversity) is the variety of life. It is important because the intricate network of ecosystems, habitats and species comprising plant and animal life provide the support systems that sustain human existence. This value extends from the benefits to be gained from contact with nature, to the economic potential of wild species for new sources of food or medicines.

Supporting documents and plans:

Hertfordshire County Council: A 50-year vision for the wildlife and natural habitats of Hertfordshire

Biodiversity action plan for Hertfordshire, updated 2008.

http://www.hef.org.uk/nature/biodiversity_vision/

Biodiversity in parks

The Countryside Management Service and Broxbourne Council have worked together to enhance local parks and the wildlife within them. Numerous enhancements to Cheshunt Park and Wormley Open Space focused on biodiversity, landscape and public access. At Barclay Park Heritage Lottery Funding has delivered restoration of the lake and island, as well as protection for Spitalbrook a fast running gravel based stream. Recent pond dipping activities have identified two species *Barbatula barbatula* (Stone Loach) which is currently on the United Kingdom Biodiversity Action Plan (UKBAP) as global red list status and *margaritifera margaritifera* (freshwater mussels) which are protected under the wildlife and countryside act 1988. The Parks Manager has informed the Hertfordshire biological records office and submitted photographic evidence of these two species. The HLF grant also allowed for the creation of a wet meadow area. This has led to two new species of birds being seen in the park; Little Egret and Little Grebe. The Friends of Barclay Park have also created a WWI meadow with both annual and perennial sections to further enhance the biodiversity of the park.

The Borough of Broxbourne is currently looking to develop its own Borough specific Biodiversity Action Plan (BAP.)

4.3 Local Strategic Partnership and Community Strategy

The Sustainable Community Strategy forms the overarching strategic plan for public and voluntary sector organisations that provide services in the Borough. It provides the framework within which the Broxbourne Local Strategic Partnership works.

The strategy covers issues which will impact the local community such as the increasing elderly population, reducing the impact of the community on the environment and the provision of affordable housing in the Borough. It is designed to promote and improve the social, economic and environmental wellbeing of the Borough, looking at all aspects of the area (not just services provided by the Council) and will set out priorities for developing the Borough in the long term.

Implementing the strategy is the responsibility of the Broxbourne Local Strategic Partnership. The strategy is the strategic plan for all public and voluntary sector bodies that provide services in Broxbourne, underpinned by surveys of the needs and views of residents.

Broxbourne Local Strategic Partnership

The Local Strategic Partnership (LSP) for Broxbourne is the body charged with producing the Sustainable Community Strategy, implementing the action plan and monitoring progress towards meeting the priorities identified. Members of the partnership come from a wide range of organisations both statutory and voluntary, who provide services for people that live and work in the Borough. The members of the partnership are:

- Broxbourne Borough Council
- Aldwyck Housing Association
- B3Living
- Broxbourne Citizens Advice
- CVS for Broxbourne and East Herts
- Hertfordshire Constabulary
- Hertfordshire County Council
- Hertford Regional College
- NHS Hertfordshire
- Metropolitan Housing Trust
- Next Step
- Paradigm Housing.

The full sustainable community strategy can be found on the council website

<https://www.broxbourne.gov.uk/council/local-strategic-partnership-and-community-strategy>

4.4 Environmental monitoring and Climate change strategy

To address the effects of climate change, the Council has put in place a Draft Climate Change Strategy and Action Plan. The Strategy focuses on mitigation – tackling the causes e.g. excessive dependency on carbon based fuels and adaptation, which is preparing for the impacts of climate change on the Borough.

The Council is working towards a target of reducing its Carbon output by 25% against a 2008/2009 baseline by 2015. It is also working with local partners to agree targets for Carbon reduction across the Borough.

The strategy sets out the challenges against the following key themes:

Leadership

Carbon reduction

Energy

Transport

Waste

Water

Biodiversity

Risk management

Encouraging positive action through education and awareness

A series of actions have been identified and grouped together into an action plan. The actions involve the Council, businesses, residents and a range of other climate change partners.

The Council has published its quarterly environment monitor which can be found at:

<https://www.broxbourne.gov.uk/downloads/file/509/reports-0>

4.5 Hertfordshire Local Nature Partnership (LND) steering group

In June 2012, the group was set up to build a wildlife vision for Hertfordshire that prioritises the restoration and enhancement of the local natural environment on a landscape-scale. The Borough of Broxbourne has agreed to be part of the LNP and work with all other parties to create and deliver a successful initiative across Hertfordshire. Other organisations represented are

- Hertford Civic Society
- Lee Valley Regional Park Authority
- Deer Initiative
- CPRE Hertfordshire
- East Herts Council
- Forestry Commission
- St Albans City and District Council
- Natural England
- Groundwork Hertfordshire
- Hertfordshire Geological Society
- Hertfordshire County Council
- Local Access Forum
- Hertfordshire Highways
- Country Land & Business Association
- Hertfordshire Natural History Society
- Environment Agency
- Hertfordshire County Council
- Herts and Middlesex Wildlife Trust
- NHS Hertfordshire
- Countryside Management Service
- University of Hertfordshire
- Chilterns Conservation Board
- East Herts Footpath Society
- FWAG East
- Kay Fitzgerald, Three Rivers District Council
- NFU
- Sustrans
- Borough of Broxbourne

Some of the key actions the steering group hope to undertake in the first six months of becoming a government-recognised LNP include:

Developing a broad and effective LNP:

- Having confirmed the existing membership of the LNP, we will identify any gaps in organisations and interests represented
- We will identify groups who haven't been directly involved in the proposal to establish an LNP for Hertfordshire but may want to be affiliated to the LNP
- We will ensure all existing and new partners, partnerships and local groups can feed into the LNP
- Having agreed terms of reference for the LNP in place, we will work with partners to ensure they are clear on their roles and responsibilities and of the remit of the LNP
- We will agree with partners their level of involvement and commitment in the LNP.

Building awareness about the LNP and its vision for Hertfordshire:

- Having achieved LNP status we will focus on building awareness about the LNP to strategic partnerships across the County
- We will prepare a communications plan for the LNP developing key messages for our target audiences and outlining the communication activities, tools and techniques we will use
- We will develop a promotional campaign that can be used to promote services, functions and benefits provided by Hertfordshire's natural environment.

Identifying priorities for the restoration and enhancement of the local natural environmental at a landscape-scale:

- We will identify spatial areas of interest (i.e. opportunities to improve biodiversity, landscapes and the provision of ecosystem services) and develop a list of projects for delivery within these areas
- We will put processes in place to prioritise the projects identified and agree a list of projects to be delivered in year one
- We will liaise with neighbouring LNPs and partnerships to ensure that opportunities for cross-boundary working and schemes are identified.

Identifying funding opportunities to enable/ support the delivery of projects/activities:

- Once potential projects have been identified we will explore opportunities with partners for the pooling of resources to support their delivery
- We will also prepare a funding strategy for the LNP, to support the delivery of projects and activities and the running of the partnership.

Collating data and building an evidence base:

- We will establish a task/working group to collate the best available data on the economic benefits of

the natural environment in the spatial areas of interest to help inform the work of the LNP.

Supporting the development of habitat mapping for the County:

- We will support the production of a habitat inventory, a habitat opportunities map and a Living Landscape Strategy for Hertfordshire. The Steering Group for this project will be a subgroup of the LNP.

<http://www.hertswildlifetrust.org.uk/local-nature-partnership>

4.6 Marketing strategy

The SWOT analysis:

Strengths:

Central location; accessible; unique provision, the largest park in the north of the borough. Managed and maintained by the local authority; provides a quality environment; has very strong Friends group; has established volunteer group. New links with High Leigh conference centre and Robert Barclay Academy and High Leigh Village Development.

Weaknesses:

Relatively low public awareness; inadequate parking facilities, limited marketing spend, inadequate marketing strategies, ageing infrastructure.

Opportunities:

Friends secured grant from Heritage Lottery Fund and are applying for other funding; possible future investment in facilities/services through funding applications. High Leigh Village development, safer routes to schools.

Threats:

Reduction in Council budget allocation - service cuts.

The Action Plan:

- Ensure park entrance signs are attractive in design, of good quality, easy to read, have the parks contact numbers on, are well maintained and free from graffiti
- On the website make it as easy as possible for people to obtain information about the parks' location, how to get there and what the park has to offer. Management plan and minutes from Friends group meetings to be regularly uploaded to website
- Develop the park further to be used by schools. Lake restoration means further pond dipping sessions will be on offer, Robert Barclay Academy to be involved with volunteer tasks
- Improve the conservation of the parks heritage features and the natural scenery to encourage new users to the park. Lake has been restored and wet meadow created to improve biodiversity, Pulham Bridges have been restored. Working with High Leigh to restore the wider estate landscape. Include High Leigh in tree trail and Pulham Trail

- Barclay park volunteers meet once a month to carry out environmental and conservation practical tasks. All tasks are advertised in the park and everyone is welcome to attend
- Friends continue to update and maintain their Facebook page and their own web page www.friendsofbarclaypark.org.uk.
- Friends to organise and deliver events and activities in partnership with Broxbourne Council including Easter egg hunt and Green Flag celebration event. History walk and birdwatch are planned annually
- Improve communication between the Friends, the Council and local councillors. The Mayor of Broxbourne and ward councillors are invited to meetings and all events. Friends have received funding from Councillors' Locality Budget
- Improve communication with park users. Notice board holds information of volunteer tasks, events and activities. Make use of website and social media.
- Maintaining a register of risk assessments and safety plans for all volunteers including those working in partnership
- Maintaining documented procedures of the control of risk and provision of suitable information, training and supervision given to all volunteers
- Maintaining an appropriate system for recording health and safety incidents and identifying preventative measures against recurrence
- Monitor continually and seek continuous improvement.

4.7 Risk Management strategy

Good risk management is about identifying what might go wrong, what the consequences might be of something going wrong and finally, deciding what can be done to reduce the possibility of something going wrong. If it does go wrong, as some things inevitably will, ensure that the impact is kept to a minimum.

Risk management should ensure that an organisation makes cost effective use of a risk framework that has a series of well-defined steps. The aim is to support better decision making through a good understanding of risks and their likely impact.

The Management of Barclay Park seeks to establish and maintain a systematic approach to the identification and management of risk.

Our objectives are to:

- Ensure that risk management is clearly and consistently evidenced in our play inspections and volunteer safety plans
- Manage risk in accordance with best practice
- Consider compliance with health and safety, insurance and legal requirements as a minimum standard
- Prevent death, injury, damage and losses, and reduce the cost of risk
- Raise awareness of the need for risk management by all those connected with the Council's delivery of service.

These objectives will be achieved by:

- Clearly defining the roles, responsibilities and reporting lines within the Council for risk management
- Continuing to demonstrate the application of risk management principles in the activities of the Council, its employees and volunteers



MAINTENANCE REGIMES

5.1 Maintenance operations

Current grounds maintenance services in the Borough of Broxbourne are carried out in-house by Environmental Services. Current grounds maintenance operations at Barclay Park are summarised below.

5.2 Grass maintenance operations

Outcome

Clean, tidy and appropriately maintained grass areas.

Tasks

The Service Provider shall:

- Cut the grass according to the relevant specification, as stated in the Bill of Quantities Table below.

Specifications and timings for grass cutting – Barclay Park

	Specification 1 10mm – Box Mow	Specification 2 20mm	Specification 3 25mm	Specification 4 40mm	Specification 5 50mm	Specification 6 2 cuts p.a.	Specification 7 1 cut p.a.
Output timing	10mm - 25mm Box mow	20mm - 60mm	25mm – 75mm	40mm - 120mm	50mm - 200mm	N/A	N/A
Categories	Formal areas Lawns	Football pitches Open spaces Recreation grounds	Verges Open spaces Grass footpaths	Verges	Scrub areas	Scrub areas	Conservation areas Scrub areas Bank areas

- Set cutting heights to achieve the named specification. This will mean setting the machines correctly and having different cutting heights throughout the year according to the weather and/or ground conditions
- Immediately report any conditions that prevent the outcome being met or the specified tasks from being undertaken
- Catch up on any work that is behind schedule no later than seven days from the original programme unless specifically authorised by the authorised officer
- Clear arisings if necessary once an obstruction is removed
- Remove any litter prior to cutting (or after cutting if it has not been noticed prior to cutting).
- Remove all arisings from adjacent hard standing as soon as is practicable unless to do so would be hazardous (e.g. on fast moving roads)
- Not commence cutting, where bulbs are planted within grass areas, until the plants have flowered and they have died down naturally after flowering. At least 6 weeks will be allowed for this to occur. After this period, arisings on the immediate patch shall be raked up and removed from site. The area shall subsequently be maintained to the specification of the surrounding grass area
- Always check cutting heights for suitability before any cutting operation, and remove any obstructions from site. After cutting the site shall be left clear of unwanted debris and/or litter.

5.3 Hedges

Neat, tidy, vigorous, dense hedges, of an appropriate height and profile for their location. Hedges that retain their barrier or other design intention, in a way that does not obstruct sightlines or overhang footpaths and roads, or encroach onto other maintained areas, unless that is the intention of the design.

Tasks

The Service Provider shall:

- Cut sponsored or high amenity hedges cleanly, and without jagged broken wood or torn bark remaining after pruning operations, at the number of times specified in the Bill of Quantities or Method Statements
- Check to ensure that there are no nesting birds or other protected wildlife in the hedge. In the event that any are found, the Authorised Officer should be informed and the hedge left to be cut
- Maintain the hedge to the height and profile of previous cutting operations. This may require cutting of one or two sides (tops are to be cut in both cases). The service provider may be required to gradually adjust the hedge to a more appropriate height and profile over time
- Treat damage to sponsored or high amenity hedges in a recognised horticultural manner (e.g. by tying in, pruning, staking) within 48 hours of being reported
- ‘Tip’ any new hedges to encourage dense growth, until they reach the required height
- Hand-weed new unestablished hedges
- Immediately retrain or remove individual rogue side shoots appearing between scheduled cuts that are found protruding from the required shape and form, that are likely to be a hazard. All uncharacteristic (e.g. reverting growth in variegated stock) diseased or dead wood shall also be removed
- Ensure that all clippings and any other unwanted material from work on sponsored or high amenity hedges, including those lodging on the top or in the sides of the hedge, are removed and treated as green waste as far as is practicable. At the end of any maintenance visit all litter, rubbish and weeds (except when they have just been treated with herbicide) shall be removed from the hedge base leaving the soil surface level and free from litter
- Treat the bases of hedge according to the standard and the location. For example, hedges in formal areas should have a soil-base free from weeds and litter, whereas hedges in scrub areas may have no ‘bed’ at all. Hedges in formal areas may be regarded as shrubs within a bed to all intents and purposes.

5.4 Play area inspection and repair

Outcome

To ensure that the play areas, and everything within and around them, are in a safe condition, fit for purpose and clean and tidy. Note that although described as play area inspection and repair, the service is to include items such as ball courts, skate parks, teen shelters and exercise equipment.

Tasks

The Service Provider shall:

- Carry out an inspection of the specified site, and other listed equipment at the times specified
- Undertake the routine maintenance and/or repair of, gates, hinges, locks and associated fittings, including greasing, oiling, realignment and shutting mechanisms to ensure that they are safe and in good working order
- Report on the condition of the specified site at the frequencies specified, and in the agreed format.

As well as these inspections, the Green Spaces Officer who is a qualified RPII operational inspector, (No. OPO594) will carry out a quarterly inspection of the play equipment and identify any faults. Each fault is then risk assessed and given a score rating. A fault sheet is then produced and items are repaired in priority order. (See appendix J).

An annual independent inspection of every item of play equipment in the Borough is carried out in autumn by playground services. (See appendix K).

Barclay Park Volunteers undertake one task per year to cleanse all play equipment.

5.5 Site Care

The term ‘Site Care’ has been used to define a group of related operations that are necessary to get and keep the sites within the contract area ready and fit for use. Another way of describing much of this specification would be to say that it is concerned with removing all unwanted material from the site, whereas nearly all of the other specifications deal with maintaining the wanted material. There is some inevitable overlap; for example the grass cutting specification also refers to the removal of litter prior to cutting grass, but this Specification is relevant to the removal of litter at other times, for example, in between grass cuts. This specification also includes work that is necessary to make sure that the site is ready for use, such as looking after street furniture.

Site care specification includes, but is not limited to, the emptying of bins, general clearance and disposal of litter, cleaning and clearing of paths and hard surfaces, maintenance of street furniture, and the general tidiness of the area.

Outcome

A clean, safe, tidy, ready-to-use and appropriately-maintained area, with all unwanted material removed.

Tasks

The Service Provider shall:

- Clear the area of litter (e.g. grass area, path or shrub bed) prior to undertaking any maintenance task on that area
- Appropriately dispose of litter, recycling any items wherever and whenever possible
- Empty and clean bins, at the time specified, to ensure that they remain clean, do not smell or attract unwanted insects or animals, or become overfull or insanitary
- Prioritise sites so that those that are most littered, or become dirty quickest, are visited most often
- Submit a litter collection, cleansing and bin emptying schedule to the Authorised Officer at the beginning of every contract year
- Adhere to the schedule unless agreed otherwise with the Authorised Officer
- If deemed necessary to meet the stated outcome, clean all paths, hard surfaces, ditches and gullies at the same time as the general litter and refuse clearance is being carried out, by sweeping, blowing, raking or otherwise as appropriate to the surface and site conditions, removing all arisings from site and disposing of them appropriately
- Clear leaves and snow from the specified area
- Clean and maintain signs, gates, fences, bollards, benches, seats and other street furniture and all equipment provided to enhance visitors' experience or to ensure or improve their safety
- Report any damaged equipment, signs, bins, potholes, loose slabs, and leaking pipes as soon as they are found.

5.6 Graffiti

Environmental services are responsible for removal of graffiti in the park. Incidents are reported by the Green Spaces Officer, Environmental services staff, FOBP group members and members of the public. Graffiti shall be removed from furniture, fittings, fences and play equipment as soon as possible by scrub cleaning, jet wash or by the use of solvents. Where cleaning methods fail to remove graffiti on painted areas, these shall be over-coated with a matching paint and bare timber shall be scraped clean and treated to match existing timber surface.

Broxbourne Council is committed to combating the negative impact of anti-social behaviour related activities such as graffiti have on the environment. The Council will remove all racist or offensive graffiti from Council owned buildings and items including parks and open spaces furniture within one working day of it being reported.

5.7 Car Park

Maintenance of the car park is the responsibility of Hertfordshire County Council. The Green Spaces Officer carries out an inspection of the car park and the path network on a biannual basis. Any defects are reported (see appendix L).

5.8 Tree Management

Tree planting and maintenance

- Where trees reach the end of their useful life and are to be replaced, native species should be considered as a priority. Native species such as oak, birch or scots pine would be suitable, commemorative trees can be more ornamental types such as Rowan (as recently planted).
- Plants will be supplied to conform to BS3936 and BS8545. Plants are to be grown in the UK and to be of UK provenance, sourced from Seed Provenance Zone 402 (with Zones 405 and 406 also acceptable) and below Elevation Zone of 300m
- Tree planting to take place between November and March. New trees to be mulched and kept weed free from within 1m of each plant.
- Stakes and guards to be maintained and mulch to be reapplied as required
- Commemorative planting of native species and Swamp Cypress in wet areas.

Dead wood habitat

- Use wood from broadleaved trees, particularly oak or fruiting trees with bark still attached
- Pile twigs and thick branches within dense areas of trees where it is unobtrusive.
- In shady areas partially bury branches vertically in the soil (particularly good for stag beetles).
- Allow plants to grow over the piles to retain moisture

Existing Trees maintenance

- Conflict resolution around boundaries, trimming of overhanging growth, clearance of growth that has extended over roofs of structures and removal of conflicts with lighting.
- Removal of decaying Horse Chestnuts and pollarding of less decayed specimens, replanting to compensate for losses nearby
- Removal of decayed Ash tree near play areas and pollarding of a defective Oak to improve its safety.
- Removal of trees that were conflicting with the Pulham Bridge and compensatory screen planting nearby.
- Regular "walk through" inspections following reports of defective trees and/or following storms.
- All trees are plotted and logged on Ezytreev management system, planned re-survey due 2021.
- All work to be carried out will be to a minimum of British Standard 3998:2010



VISION AND OBJECTIVES

6.1 A welcoming place

Green flag criteria

- Welcome
- Accessible and safe access
- Signage
- Equal access for all.

Aim: To ensure the park continues to be a clean and safe environment for the whole community to meet, socialise, exercise, learn, play and enjoy.

Objectives:

- 6.1.1 To ensure all entrances are welcoming, clean and aesthetically pleasing.
- 6.1.2 To provide suitable notice boards and signage at entrances.
- 6.1.3 To ensure path network is accessible to all-ability users.

6.2 Healthy, safe and secure

Green flag criteria

- Appropriate provision of quality facilities and activities
- Safe equipment and facilities
- Personal security
- Control of dogs/dog fouling.

Aim: To implement measures in the park to ensure a safe and comforting experience for visitors and staff.

Objectives:

- 6.2.1 Seek to maintain a volunteer/uniformed presence at the park as reassurance for all park users.
- 6.2.2 To ensure openness to the park providing high levels of visibility across the park.
- 6.2.3 To ensure park facilities and equipment are safe for use.
- 6.2.4 To ensure safety of volunteers undertaking tasks in the park.
- 6.2.5 To ensure vandalism and offensive graffiti is dealt with promptly.
- 6.2.6 To ensure all dog owners comply with dog control requirements.
- 6.2.7 To improve the boundary security.
- 6.2.8 Enable national and local health initiatives to take place within the park.
- 6.2.9 To ensure that suitable waymarking is installed around the park.
- 6.2.10 To ensure the path network meets user needs and satisfies local desire lines.

6.2.11 Seek to provide a suitable onsite catering facility.

6.2.12 To designate safe routes to local toilet facilities at the Spotlight theatre and in the town centre.

6.3 Clean and well maintained

Green Flag criteria

- Litter and waste management
- Horticultural maintenance
- Arboriculture/oricultural maintenance
- Building and infrastructure maintenance
- Equipment maintenance.

Aim: Seek to continually raise and maintain standards within the park.

Objectives:

- 6.3.1 To ensure all waste is appropriately disposed of.
- 6.3.2 To ensure the treescape of the park is kept healthy, safe and maintains the original landscape design concepts.
- 6.3.3 To ensure horticultural standards are maintained within the resources available.
- 6.3.4 To ensure park cleanliness is maintained to specified standards.



Small Pulham Bridge



Large Pulham Bridge

6.4 Environmental management

Green flag criteria

- Managing environmental impact
- Waste minimisation
- Chemical use
- Peat use
- Climate change adaptation strategies

Aim: To reduce the park's Arboricultureon footprint, improve its bio-diversity and reduce wastage of natural resources.

Objectives:

- 6.4.1 To ensure the biodiversity of the park is maximised.
- 6.4.2 To reduce the energy and water consumption and to improve resource management in the park.
- 6.4.3 To keep peat and pesticide usage to the minimum.
- 6.4.4 To ensure all organic waste materials leaving the park, is kept to a minimum.
- 6.4.5 To ensure Council vehicles used in the park are used in the most sustainable way.
- 6.4.6 To maximise the re-use of existing plant material within the park.
- 6.4.7 To ensure waste collected from bins is disposed of in the most sustainable way.

6.5 Biodiversity, landscape and heritage

Green flag criteria

- Management of natural features, wild fauna and flora
- Conservation of landscape features
- Conservation of buildings and structures.

Aim: To maintain the historic character of the landscape, buildings and features.

Objectives:

- 6.5.1 To maximise the park's full potential as a site of historic interest.
- 6.5.2 Working with High Leigh seek to carry out historic landscape refurbishment consistent with the wider original estate landscape.
- 6.5.3 To maintain the landscape features in a manner sympathetic to the history of the site.
- 6.5.4 To create species lists of flora and fauna on the site, including birds and freshwater creatures.
- 6.5.5 To maintain existing and create new habitats where appropriate.
- 6.5.6 To improve users knowledge and understanding of the importance of trees in the landscape.

6.5.7 To ensure that the water bodies within the park are managed in a manner to maximise water quality and wildlife habitation.

6.5.8 To ensure the importance of the Pulham heritage features of the park are recognised and understood by users.

6.6 Community Involvement

Green flag criteria

- Community involvement in management and development
- Appropriate provision for community.

Aim: To fully involve and utilise local community, extend to the wider community and other users to gain support and assist with the development and delivery of the management plan.

Objectives:

- 6.6.1 To engage with the users of the park and The Friends of Barclay Park to enable park user input goes into the park's management decision making process.
- 6.6.2 To develop the Barclay Park Volunteers and increase volunteering opportunities and community activities in the park.
- 6.6.3 To maximise financial support for the park from community donations.
- 6.6.4 To reduce crime and antisocial behaviour in and around the park.

6.7 Marketing and communication

Green flag criteria

- Marketing and promotion
- Appropriate information channels
- Appropriate educational and interpretational information.

Aim: To fully promote the services and events at Barclay Park to users and non-users, using all forms of appropriate and available media.

Objectives

- 6.7.1 To ensure the Council's website is fully updated with the current management plan and minutes of Friends group meetings and proposed activities in the park.
- 6.7.2 To provide a wide range of activities of interest, importance and benefits to the local community.
- 6.7.3 To provide signage, heritage and interpretation panels.
- 6.7.4 Maintain and regularly update the Friends of Barclay Park website.

- 6.7.5 To raise the profile and importance of Barclay Park with in the local community.
- 6.7.6 To regularly update the Friends of Barclay Park Facebook page.
- 6.7.7 To develop new and maintain existing relationships with community groups, local businesses, schools and other organisations.
- 6.7.8 To ensure that Barclay Park remains a Green Flag award winning park and the Green Flag is on display in a prominent location.
- 6.7.9 To look to use the most recent technology to enhance the visitor experience.
- 6.7.10 To support Love Parks Week.

6.8 Management

Green flag criteria

- Implementation of management plan

Aim: To continually improve the management of Barclay Park.

Objectives:

- 6.8.1 To seek to deliver the highest standards of management and ensure the highest standards of maintenance are achieved.
- 6.8.2 To ensure the Friends of Barclay Park and users are kept updated and engaged in the management planning process.
- 6.8.3 To ensure service standards are maintained.
- 6.8.4 To ensure high levels of communication between management and park users.
- 6.8.5 To explore opportunities for obtaining external funding to assist in the establishment and development of the park.
- 6.8.6 To develop good working relationships with neighbouring sporting, football, cricket and tennis clubs.
- 6.8.7 To develop a resource plan for future developments.





ACTION PLAN 2021 - YEAR 4

Action Plan 2021 (Barclay Park) Year 4 of 5 year management plan

6.1 Welcoming place						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.1.1	Resurface car park.	End of 2021	BoB	Capital funding.		
6.1.1	Assess other entrances and identify improvements required.	December	GSO Barclay Park Volunteers	To be identified.		
6.1.1	Clean Park View and Lord Street entrances.	January	GSO Barclay Park Volunteers	Existing revenue budget.		
6.1.2	Regular inspection, cleaning of signage and update notices in noticeboard.	July	GSO Barclay Park Volunteers	Existing revenue budget.		
6.1.2	Examine options for multi-language signs.	Ongoing	FoG	To be identified.		
6.1.3	Annual inspection of path network.	April	GSO	Existing revenue budget.		

6.2 Healthy, safe and secure						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.2.1	Provide a visiting uniformed volunteer presence at the park as reassurance and point of contact. Keep networking with Parkguard ensuring park users are aware of their presence and have the contact number.	Ongoing	GSO Friends group	Existing revenue budget.		
6.2.2	Maintain height of trees to allow visibility across park.	Ongoing	GSO Arboricultural officer	Existing revenue budget.		
6.2.3	Arrange play equipment inspections, daily, quarterly and annual.	Daily Quarterly Annual	GM Staff GSO Play inspection co.	Existing revenue budget.		
6.2.3	Cleanse all play equipment.	July	GSO Barclay Park Volunteers	Existing revenue budget.		
6.2.3	Painting pre-selected items of park furniture.	June	GSO Barclay Park Volunteers	Existing revenue budget.		
6.2.4	Prepare risk assessments ahead of volunteer tasks and events.	Ongoing	GSO	Existing revenue budget.		
6.2.5	Ensure offensive graffiti is removed within 24 hours of being reported.	Ongoing	GSO	Existing revenue budget.		
6.2.6	Reporting procedure are in place.	Ongoing	GSO	Existing revenue budget.		
6.2.7	Seek funding for planting to form a new hedge between WW1 meadow and farmers field (High Leigh).	Autumn	GSO Friends group	To be identified.		

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.2.7	Assess all boundaries for future improvements.	Ongoing	GSO	Existing revenue budget.		
6.2.8	Support local health initiatives such as Parkrun, Give your town the runaround, Moving Mums, and Fitness Squad UK.	Ongoing	GSO	Existing revenue budget.		
6.2.9	Add waymarkers around park. Use maps on website to indicate local places of interest within easy access from the park such as Broxbourne Woods sculpture trail, New river, Lowewood Museum.	When funding allows	GSO Friends group	To be identified.		
6.2.10	Continue to work with High Leigh development to provide boardwalk as part of safe route to school from new village to Robert Barclay Academy.	Ongoing	Green Spaces Manager	High Leigh development.		
6.2.10	Add extra tarmac to selected bench areas allowing wheelchair users to sit next to companions.	Ongoing	GSO	Existing revenue budget.		
6.2.11	Investigate possible onsite catering options.	Ongoing	GSO	Existing revenue budget.		
6.2.12	Seek funding to create safe route to Spotlight theatre toilets and café.	Ongoing	GSO	To be identified .		

6.3 Clean and well maintained						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.3.1	Annual review of combined bins, move and add more where necessary.	Summer	GSO	Existing revenue budget.		
6.3.2	Ensure tree safety checks are carried out and high risk work is carried out.	Annually	Arboriculture officer	Existing revenue budget.		
6.3.2	Continue to manage trees to ensure public safety and protect open aspect and views across the park, using the EZYTREE system.	Annually	Arboriculture officer	Existing revenue budget.		
6.3.2	Use volunteers to thin out woodland, remove self-set sycamores and snowberry from front edge.	Autumn/winter	GSO Wednesday volunteers Barclay Park Volunteers	Existing revenue budget.		
6.3.3	Annual assessment of maintenance programmes combined with weekly inspections.	Ongoing	GSO	Existing revenue budget.	Ongoing.	
6.3.5	Plan and implement the Playground Improvement Programme.	April	GSVC	Capital.		
6.3.4	Regular cleaning and litter picking.	Ongoing	GSO	Existing revenue budget.		

6.4 Environmental Management

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.4.1	Identify resource to develop a 10-year Conservation management plan to identify, protect and conserve the valuable historic and environmentally important landscape of the park.	Ongoing	GSO	To be identified.		
6.4.1	Make and install bird boxes and bug hotels.	Summer	GSO	Fundraising.		
6.4.1	Identify wildlife habitats protection zones.	Ongoing	GSO	Existing revenue budget.		
6.4.1	Explore the creation of habitats to meet BAP targets as appropriate.	Ongoing	GSO	Existing revenue budget.		
6.4.1	Where appropriate leave standing deadwood. Use logs to create log piles.	Ongoing	GSO	Existing revenue budget.		
6.4.3	Peat/pesticides are only to be used in specific circumstances and according to Council policy .	Ongoing	GSO	Existing revenue budget.		
6.4.4	Green waste to be re-used as compost, feed/bedding or mulch where possible.	Ongoing	GSO	Existing revenue budget.		
6.4.5	All vehicles to be fuel efficient, maintained to a high standard and noise is kept to a minimum.	Ongoing	GSO	Existing revenue budget.		
6.4.6	Propagate existing planting to extend planting areas and fill gaps.	Ongoing	GSO	Existing revenue budget.		
6.4.7	Continue with current council policy in ensuring waste goes for incineration rather than landfill.	Ongoing	GSO	Existing revenue budget.		

6.5 Biodiversity, Landscape and Heritage

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.5.1	Expand current History Walk programme to include grounds of High Leigh.		GSO High Leigh	High Leigh	History walk will include High Leigh grounds and a refreshment break.	
6.5.1	Within the 10-year conservation management plan ensure that it captures the park's full potential as a site of historic interest.	When resource allows	Bob Ivison	Friends of Barclay park		
6.5.2	Develop a joint plan of work with High Leigh to enhance the original estate landscape.	Ongoing	Bob Ivison	High Leigh Borough of Broxbourne Friends of Barclay Park		
6.5.2	Seek for the inclusion of the park and the wider estate on the Register of Historic Parks and Gardens.	In hand	Bob Ivison	High Leigh Borough of Broxbourne Friends of Barclay Park		

6.5.3	To maintain all soft landscaping features, carry out repair and restoration where appropriate.	Ongoing	GSO	Existing revenue budget.	
6.5.3	Reseed wet meadow with suitable seed mix.	Spring	GSO	Existing revenue budget.	
6.5.3	Add Aster Sapphire plants to Jubilee Walk to mark the Queens' Sapphire anniversary.	Spring	GSO	Locality budget.	
6.5.3	To maintain all soft landscaping features, carry out repair and restoration where appropriate.	Ongoing	GSO	Existing revenue budget.	
6.5.3	Reseed wet meadow with suitable seed mix.	Spring	GSO	Existing revenue budget.	
6.5.3	Add Aster Sapphire plants to Jubilee Walk to mark the Queens' Sapphire anniversary.	Spring	GSO	Locality budget.	
6.5.3	Weed and mulch Jubilee walk.	February March October November	GSO Barclay park volunteers	Existing revenue budget.	
6.5.4	Arrange pond dipping sessions with schools and local groups and record species found.	Ongoing	GSO Trained volunteers	None required.	
6.5.4	Wildlife survey undertaken by volunteers.	August	Barclay Park Volunteers GSO	None required.	
6.5.5	Cultivate ground and sow annual section of WW1 meadow.	April	Barclay Park Volunteers GSO	Existing revenue budget.	
6.5.5	Arrange annual haycut of meadow and wet meadow areas.	End of summer	GSO	Existing revenue budget.	
6.5.5	Carry out maintenance to WW1 meadow	May	Barclay Park Volunteers	Existing revenue budget.	
6.5.5	To create buffer strip between car park hedge and amenity grassland.	Ongoing	GSO Environmental services	Existing revenue budget	Relax mowing regime from start of growing season.
6.5.5	Look at possibility of installing bat bricks under bridge to encourage Daubenton bat – protected species.	When resource allows	GSO Friends of Barclay Park	To be identified.	
6.5.5	Scallop area in between Spitalbrook and wet meadow, one section per year on a 3-year rotation.	Autumn	GSO Wednesday Volunteers	Existing revenue budget.	
6.5.6	Arrange visit with Arboriculture officer and High Leigh to identify suitable trees for inclusion into tree trail.	Summer	GSO Arb officer High Leigh	None required.	
6.5.6	Re-design tree trail leaflet to include above and expand to include neighbouring areas.	Autumn	Arb officer Bob Ivison	Friends of Barclay Park.	
6.5.7	To maintain the restored lake, spitalbrook and the sluice gate system.	Aug	GSO Barclay Park Volunteers	Existing revenue budget.	
6.5.7	Undertake an annual lake check carried out by volunteers.	Aug	GSO Barclay Park Volunteers	Existing revenue budget.	
6.5.8	Maintain the areas around the Pulham Bridge so that they are kept clear and undergrowth does not interfere with the structures.	Ongoing	GSO Environmental services	Existing revenue budget.	

6.5.8	Undertake regular inspections of the Pulham Bridges.	Ongoing	GSO	Existing revenue budget.	
6.5.8	Working with Loweewood Museum to extend the Pulham Trail into Barclay Park and High Leigh.	Ongoing	GSO Loweewood Museum	To be identified.	
6.5.9	Look to submit joint application with High Leigh to the register of Historic Parks and Gardens.	In hand	Bob Ivison	None required.	

6.6 Community Involvement

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.6.1	To hold bi-annual meetings with the Friends of Barclay Park to assist and facilitate their development.	February, October	GSO High Leigh	High Leigh to provide refreshments.		
6.6.1	To hold an Annual General Meeting in June to which all members of the community are invited.	June	GSO High Leigh	High Leigh to provide refreshments.		
6.6.2	To recruit volunteers from the current park users, local residents and wider community to enable the further development of Barclay Park Volunteers.	Ongoing	GSO Friends of Barclay Park	None required.		
6.6.2	Engage with charity representatives to encourage events in the park.	June September	Charity organisers GSO	Charity organiser.		
6.6.2	To identify events/activities to engage with local schools/ young people.	April August June September	GSO	Existing revenue budget. Sponsors.	Easter Egg Hunt. Banana Hunt. Family fun day. Family fun day .	
6.6.2	Consult with park users and local residents to determine satisfaction of the park and its facilities.	Ongoing	GSO Friends of Barclay Park	None required.		
6.6.2	Encourage and provide opportunities for High Leigh Staff and users to visit and volunteer in the park.	Ongoing	GSO High Leigh	None required.		
6.6.2	Encourage Robert Barclay Academy staff, students and their families to participate in volunteering tasks.	Ongoing	GSO School staff	None required.		
6.6.2	Investigate the opportunity to develop relationship with Town Centre Management Committee to include the park in more high street planned activities/events.	Ongoing	Friends of Barclay Park	None required.		
6.6.2	Advertise volunteer tasks in noticeboard, around park, Websites and FB page.	Ongoing	GSO Friends of Barclay Park	Existing revenue budget.		
6.6.3	To make available the opportunity of donating memorial trees or other planting in keeping within the context of a pre-planned planting scheme.	Ongoing	GSO	Donors pay costs.		
6.6.3	Investigate the possibility of local park users and others being able to leave a financial legacy to the Friends of Barclay Park for future improvements.	Ongoing	Treasurer	None required.		
6.6.4	To work with local police, parkguard, park users and local community in taking action to address crime issues to comply with crime prevention and safer community strategies.	Ongoing	GSO Friends of Barclay Park	Existing revenue budget.		

6.7 Marketing and Communication

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.7.1	Make available the minutes of meetings to council and friends website.	Secretary - GSO Environmental support assistant	Friends of Barclay Park GSO Environmental Support Assistant	Existing revenue budget.		
6.7.2	Produce event timetable and communicate via email, websites, FB page and noticeboard.	January	GSO	Existing revenue budget.		
6.7.2	Arrange events.	All year round	GSO Friends of Barclay Park	Existing revenue budget. charity, Sponsorship.	Birdwatch, history walks, Easter egg hunt, banana hunt, family fun days, pond dipping.	
6.7.3	Regular inspection, cleaning and update notices by Barclay Park Volunteers.	December	Barclay Park Volunteers	Existing revenue budget.		
6.7.4	Maintain and update Friends website.	Ongoing	Mark Whipperman	Mark Whipperman.		
6.7.5	Apply for continued Green Flag status.	January	GSO Green spaces manager	Existing revenue budget.		
6.7.6	Promote events and volunteer tasks, add photos and write ups to FB page after event.	Ongoing	Existing revenue budget None required	None required.		
6.7.7	Encourage contact with groups, publish and circulate newsletter promoting website, social media and posters.	Summer	GSO	Existing revenue budget.		
6.7.8	Arrange Green Flag celebration, raise new flag.	August	GSO Friends of Barclay Park	GSO	None required.	
6.7.9	Support and promote Parks Herits App.	Ongoing	GSO	None required.		

6.8 Management

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.8.1	Quarterly review of action plan and annual update of management plan.	Quarterly	GSO	Existing revenue budget.		
6.8.2	Hold regular meetings with the Friends of Barclay park to keep them updated and engaged in the management planning process.	Monthly	GSO Friends committee	Friends of Barclay Park.		
6.8.3	To monitor and manage service delivery by Environmental Services and external contractors and deal effectively with any issues.	Ongoing	GSO	Existing revenue budget.		
6.8.5	Keep up to date with funding body requirements eg HLF and others. Monitor professional press for new funding streams.	Ongoing	GSO	None required.		
6.8.6	Look to further develop relationship with football/cricket clubs.	Ongoing	GSO Friends of Barclay Park	None required.		
6.8.7	Collate survey results, analyse the survey responses to help determine the level of investment required for future developments.	Ongoing	Friends of Barclay Park	None required.		
6.8.8	Continue to identify funding options for future improvements.	Ongoing	GSO Friends of Barclay Park	None required.		

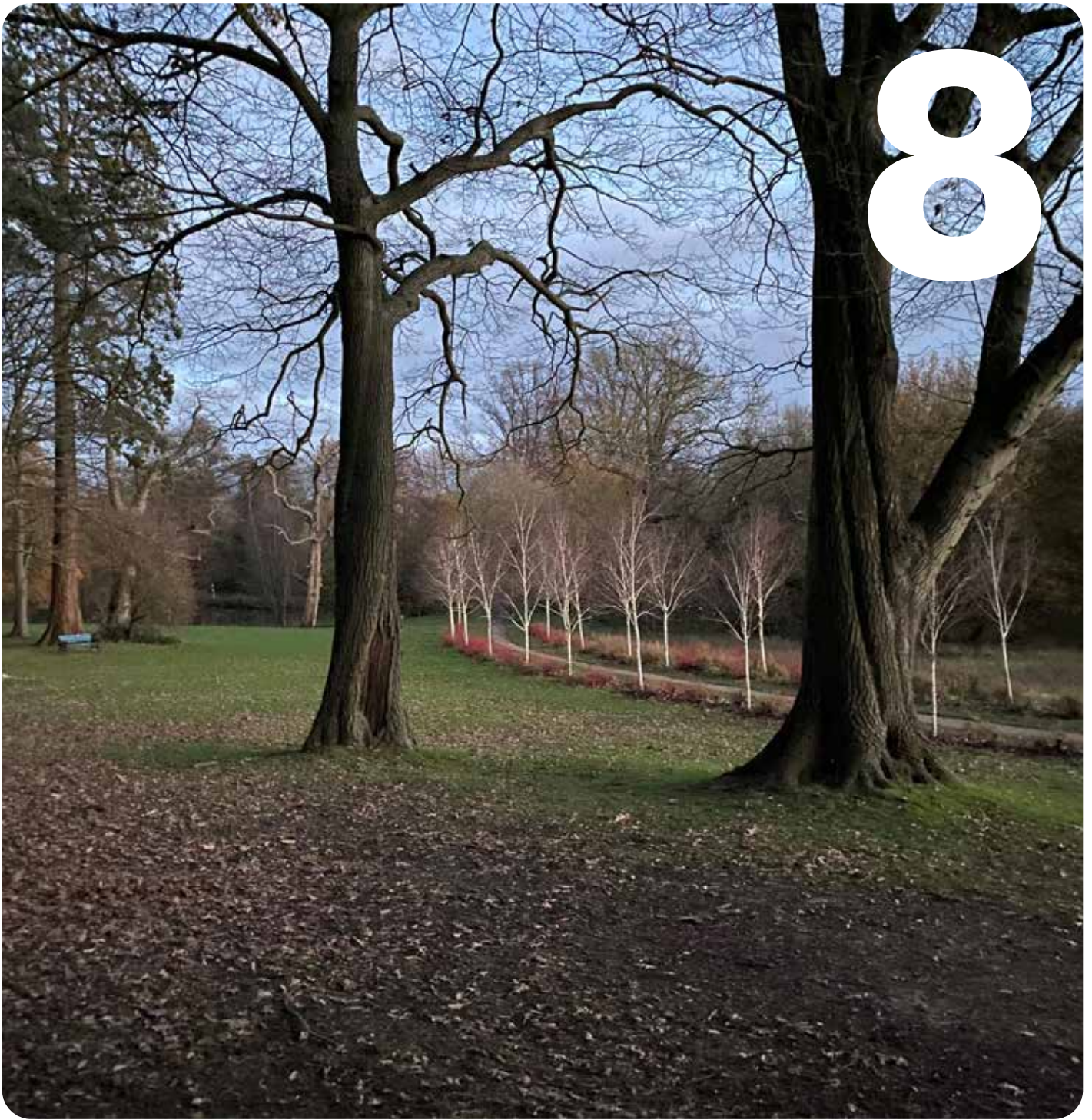


Barclay Park 2021



Whole Site Actions/Activities
 Volunteer task: ■ BBC: ■

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APPENDICES

The Friends of Barclay Park

Constitution

1. The Group shall be called **The Friends of Barclay Park**

2. **Objectives**
 - a To protect and conserve the character of Barclay Park (as detailed in the original gift) for present and future generations.
 - b To advise, and where possible assist, Broxbourne Borough Council in managing Barclay Park as an enjoyable and safe environment, freely accessible to all ages, regardless of ability.
 - c To provide two-way communication between the Council and the local community regarding the management and development of the park, by the creation and distribution of newsletters and press releases, websites, email and all other available forms of media.
 - d To encourage any who wish to undertake active conservation work or raise funds for specific projects.

3. **Membership**

Membership of the group shall be open to anyone interested in and supportive of the aims of the group. As a token of membership, members will be asked to pay a nominal agreed annual sum.

4. **General Activities**
 - a The activities of the group shall be conducted so as to ensure that there is no discrimination on any grounds.
 - b The affairs of the group will be organised by a committee, consisting of a Chairman, a Secretary, a Treasurer and other members deemed appropriate, elected annually by and from members of the group.
 - c General Meetings (GM) of all members will be called at least twice a year, including an AGM.
 - d Additional (extra-ordinary) general meetings (EGMs) may be called at the request of at least five members. Such a meeting would require a minimum of 14 days notice given to members and any decision shall be made only with the approval of at least 70% of the members attending.

5. **Finances**

All monies received by FOBP shall be paid into an account in the name of "Friends of Barclay Park", held at the Hoddesdon Branch of the Nationwide Building Society. Accounts shall be kept by the Treasurer, submitted for independent examination and presented at the AGM. Interim statements will be presented at GMs and EGMs.

Cheques over £50 require the approval of the committee and all cheques shall be signed by two officers.

6. **Insurance**

Insurance cover for members involved in voluntary activities within Barclay Park and arranged through the Park Manager, shall be the responsibility of Broxbourne Borough Council.

All members shall ensure the health and safety of others in their actions.

7. **Changes to the Constitution**

Changes shall be made only with the approval of at least 70% of the members attending an EGM/AGM.

8. **Closure**

In the event of the group deciding to disband, all assets shall pass to our nominated charity, Herts & Middlesex Wildlife Trust.

Appendix B - The Friends of Barclay Park achievements

2010

- Group formed following a presentation on volunteering to the Environmental Panel. 21 people attended the first meeting. Second meeting an elected committee was formed.
- Within six months a constitution had been developed and adopted, a bank account was set up and membership was over 50 people.

2011

- A subsidiary group called the Barclay Park volunteers was formed to carry out monthly practical tasks in the park. The group have met on the first Saturday of each month ever since.
- The Friends of Barclay Park submitted a successful application to the Heritage Lottery Fund and received £75,900. This funded the north side of the lake to be restored and have new banks installed, A wet meadow area was created and new signage was installed throughout the park.
- The Friends took on the organisation and delivery of the annual Easter Egg hunt, they secured sponsorship of the eggs and raffle prizes from local businesses and supermarket chains, enlisted the assistance of the local air cadets and turned the event into a small, Council funded event for 50 children into the biggest fund raiser of the year. There are now more than 300 children attending the event each year which makes a profit in excess of £600.

2012

- The Friends started a project celebrating the Diamond Jubilee of Queen Elizabeth 11, by creating a Jubilee Walk in the park. All plants were donated including the trees which are all memorial trees. The signage was purchased through donations from local councillors locality budgets. The total outlay was therefore zero and all the labour for the initial planting and the ongoing maintenance has been supplied by volunteers.
- Following the HLF project works Barclay Park achieved Green Flag Status for the first time.

2014

- The Jubilee Walk was completed three years ahead of plan
- The Friends started a project to create a WWI commemorative meadow adjacent to the Jubilee Walk over 4 years marking the centenary of the war 1914-1918.

2015

- The Friends paid for directional signage to the park from the High Street to be installed.

2016

- The Friends submitted a second successful application to HLF and received £86,300. This funded the south side of the lake and island to be restored, the Pulham Bridges to be cleaned and restored, a section of the path network was widened and re-surfaced, pond dipping platforms were also installed. Training was given to volunteers on delivering pond dipping activities and designing a website.
- www.friendsofbarclaypark.org.uk was developed and launched.
- The Friends paid for a WWI commemorative bench to be installed in the meadow.

2017

- The HLF project was completed
- Rosehill Bowls Club chose The Friends of Barclay Park as their annual charity and raised £376.53 for the group.

2018

- Inaugural Banana Hunt event took place attracting over 200 visitors.

2019

- Local resident donated 7 silver birch trees to the park, which were planted by the Friends group and the Mayor as part of the Woodland Trust's 'Big Climate Fightback' and National Tree Week.

Appendix C - Barclay Park Volunteer task and Event Programme 2021
(all tasks and events subject to Government's COVID restrictions)

Date	Time	Event/activity	Cost/comments
Saturday 9 January	10am	Volunteer task	Clean park view entrance and paths
Saturday 6 February	10am	Volunteer task	Weed/mulch JW North
Tuesday 2 February	7pm	Friends meeting	High Leigh
Saturday 6 March	10am	Volunteer Task	Weed /mulch JW South
Saturday 3 April	10am	Volunteer task	Cultivate/sow annual section WW1 Meadow
Saturday 24 April	1-3pm	Easter egg hunt	£2 per child
Saturday 1 May	10am	Volunteer task	Sow seeds in small 1M square sections in perennial meadow area
Saturday 5 June	10am	Volunteer task	Paint park furniture
Sunday 6 June	12-6pm	Charity event	Family funday
Tuesday 15 June	7pm	AGM	High Leigh
Saturday 3 July	10am	Volunteer Task	Clean play equipment/signage
Saturday 7 August	10am	Volunteer Task	Wildlife survey/lake check
Saturday 21 August	1-3pm	Banana Hunt/Green Flag Celebration	£2 per child
Saturday 4 September	10am	Volunteer Task	Clear, prepare annual section WW1 ,meadow
Sunday 5 September	12-6pm	Charity event	Family funday
Saturday 2 October	10am	Volunteer Task	Weed/mulch JW North
Tuesday 12 October	7pm	Friends Meeting	High Leigh
Saturday 6 November	10am	Volunteer Task	Weed/mulch JW South
Saturday 4 December	10am	Volunteer task	General tidy up/leaves etc

Colour represents

- Events
- Volunteer Tasks
- Meetings

Other regular events

Every Saturday morning at 9am there are free Parkrun sessions.
Fitness Squad operate in the park Tuesdays 9.30-10.30am.
Moving Mums operate Thursdays at 9.30am.



Barclay Park Tree Trail



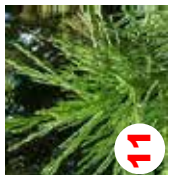
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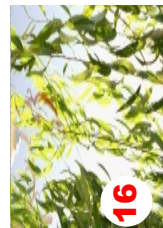
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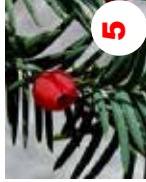
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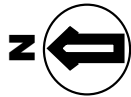
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2



1



Beech Walk

Park View

Cock Lane

car park

Finish Start

20

19

18

17

Trees

- 1 **Flowering Cherries**
There are many types of Cherry but most only flower for a couple of weeks in spring. In Japan, schools have a public holiday at Cherry Blossom Time. Not all cherry trees produce cherries, which can be very sour but can still be used to make jam, all birds love them. The transience of the blossoms, the extreme beauty and quick death, has often been associated with mortality.
- 2 **English Oak**
The true native oak. Long lived, durable and host to over 300 species of wildlife and insects. Only 500 years ago, one third of England was covered in forests dominated by oak trees. It took 300 Oak trees to make one of Nelson's ships like HMS Victory. Oak is still important for furniture and building as it is very durable. English Oak is also the majestic tree of Sherwood Forest in the stories of Robin Hood.
- 3 **Variiegated Maple**
A cultivated form of Norway Maple. It can revert to green foliage and this must be pruned out. Due to its tolerance of urban pollution, salt and other stresses it was planted by choice to replace Elms destroyed by Dutch Elm Disease in the mid-20th century. Like Sycamores, Maples produce "helicopter blade" seeds that spread freely.
- 4 **Wych Elm**
In Celtic mythology, elm trees were also associated with the underworld. They had a special affinity with elves which were said to guard the burial mounds, their dead and the associated passage into the underworld. Mediaeval Welsh archers often made their long bows from elm wood.
- 5 **Yew**
The longest life span of any native tree. All parts are poisonous. Often found in Churchyards, many churches were built on old religious sites where Yew was worshipped by Druids before Christianity. Yew trees can be up to 3,000 years old and they can survive even if totally hollow. An extract from Yew leaves is now being used as a cancer treatment.
- 6 **Hawthorn**
The "Maytree" or "Bread and Cheese" tree. Valuable for bird life and usually found in hedgerows. The hawthorn was thought to be the ancestor of the maypole and was the source of May Day garlands. The rhyme "here we go gathering nuts in May" referred to the collection of knots (not in fact "nuts") of May blossom. The leaves were eaten in times of hardship.
- 7 **Beech Walk**
Includes narrow forms of Beech. As beech trees live for so long they provide habitats for many deadwood specialists

such as hole-nesting birds and wood-boring insects. In 19th century England the oil from the tree was used for cooking and to fuel lamps. The tree's fruit was also ground to make flour and a coffee substitute.

- 8 **Copper Beech**
This Beech is a variant with coloured leaves ranging from copper to purple. Copper Beeches appeared as natural mutants of the common beech in various parts of Europe, as early as the 15th century. This specimen is known as "The Wishing Tree" and is around 150 years old.

- 9 **Cedars**
Very long lived and native to Mediterranean countries. Lebanese Cedar wood was often used to make the covers for Bibles. The wood of cedar trees is very resistant to disease and has a very pleasant smell that can deter clothes moths. The branches of cedar trees make excellent locations for bird and squirrel nests. These trees are probably over 200 years old.

- 10 **Himalayan Birch**
The white peeling bark helps the tree to survive in a snowy climate. This is the "Jubilee Walk" and all the birch trees are memorial trees that have kindly been sponsored by members of the public. It is native to Pakistan and Nepal where its bark is valued for medicinal purposes.

- 11 **Wellingtonia**
A "Giant Redwood" named in memory of the Duke of Wellington after he defeated Napoleon's army in 1813 and it was frequently planted in stately homes and in avenues around 1870. Giant Redwoods are the world's largest single trees and largest living thing by volume. They are native to California.

- 12 **Alder**
The tree's foliage provides shade for fish such as brown trout and salmon. As they have deep roots, they help maintain soils in riverbanks which reduces damage from erosion. Alder wood is used for traditional clog making. Alder is the only British native deciduous tree to develop cones.

- 13 **Horse Chestnut**
It was introduced to Britain in the 1600s and has naturalised in the UK. The leaf stalks leave a scar on the twig when they fall, which resembles an inverted horse shoe with nail holes. The most famous use of horse chestnut is in the game of conkers. The tree is now threatened with a fungus and a leaf miner moth that can lead to their death.

- 14 **Scots Pine**
The Scots Pine is our only native conifer to be grown commercially for timber. The Scots Pine is excellent for wildlife, in Scotland it is used for nesting by Golden Eagles and Osprey.

The resin from the bark was used to make tar and turpentine. Mature Scots Pines have pink bark on the upper stems.

- 15 **White Willow**
White willows are fast-growing, but relatively short-lived. The stems from coppiced and pollarded plants are used for basket making. Charcoal made from the wood was important for gunpowder manufacture. The bark tannin was used in the past for tanning leather. The wood is used to make cricket bats. In ancient medicine willow bark could ease aches and pains and reduce fevers and led to the development of Aspirin pills.

- 16 **Weeping Willow**
A variety of White Willow. Willows are symbolic of death thanks to their weeping form. If you're a J.K. Rowling fan, you'll note the willow is also an important character in the Harry Potter book series. The Whomping Willow is a tree with attitude that lives on the Hogwarts grounds. It is often seen in Japanese art and "Willow pattern" crockery.

- 17 **English Elm**
Once common, now rare due to "Dutch Elm Disease". Can grow from root "suckers" from nearby trees. Hollowed-out elm used to be used to make urban water pipes before the introduction of metal ones. Elm wood was traditionally used to make coffins. Huge elms grew in farmland until they were wiped out during the 1970s and they are often seen in the paintings of Constable.

- 18 **Silver Birch**
The native birch. The silver birch is one of the first trees to appear on bare or derelict land. Many species of birds and animals are found in birch woodland. The tree supports a wide range of insects. It is used for forest products such as joinery timber, firewood, tanning, racecourse jumps and brooms.

- 19 **Goat Willow**
Happy beside water or on dry land. The species was historically also widely used as a browse for goats. Also known as "Pussy Willow" due to its furry catkins produced in springtime. The flowering shoots of Pussy Willow are used both in Europe and America for spring religious decoration on Palm Sunday.

- 20 **Holly**
Holly trees are closely associated with the Christmas season. The bringing in of holly to houses at Christmas is linked to the strong association between Holly trees and the rebirth of the sun at the midwinter Solstice. Holly berries are inedible to humans, but they do provide food for birds and other wildlife.

Distance walked is approximately 1 mile or 1.6 km.
Sat Nav location for start/finish is EN11 8JX.

Appendix E - Broxbourne Policy on Peat Usage

Purpose

To formalise and approve the current practice of minimising the use of peat.

Background

Lowland peat bogs are one of our most important habitats, maintaining many rare and unusual plants and animal species. Nearly all UK lowland bogs have been destroyed or damaged and less than 6% of natural bogs remain.

Peat builds up naturally in a living bog. Plants living on the surface do not rot when they die because the ground is waterlogged. They form peat. Bogs carry on growing for thousands of years and are home to rare insects and birds.

To extract peat, the bog is drained and stripped of vegetation. The records of our history, of past climates, animals, plants and our ancestors are destroyed. Most peat mined in Britain comes from nationally important bogs (Sites of Special Scientific Interest - SSSIs).

Peat usage

In the industry, peat is used in three main ways; as a soil improver, mulch or growing media.

Soil improvers – Peat traditionally has been added to the soil to improve its texture and structure.

Alternatives available are garden compost, leaf mould and other organic waste, which are cheaper and more effective. The Council has not used peat as a soil improver for several years.

Mulch – A layer of material placed on top of the soil to suppress weeds, conserve moisture and act as an insulator. Peat is a poor mulch, tending to dry out and blow away. The Council has been using bark mulch/chip on its beds/borders over 20 years.

Growing media – Peat is still used to propagate plants, particularly container grown stock including bedding plants and shrubs. There is an increasing number of peat-free/peat-reduced suppliers.

At the present time all of the Council's seasonal bedding plants (approximately 18,000) are grown in peat-free compost.

The majority of nursery stock suppliers (shrubs, roses, trees) still tend to use peat in the compost; however the quantity used in the mix has been reduced by 20 to 40 % depending on the plant species grown as there are still quality thresholds that totally peat-free stock has failed to match.

Government target

The current DEFRA target is to phase out the use of peat by 2020, particularly by domestic customers who use two thirds of the peat produced.

Next steps

The Council has already taken steps to reduce its peat usage by not using it as a soil improver or mulch. Further reductions have been actioned by using peat-free bedding plant stock and peat-reduced compost for nursery stock.

This approach should continue until suppliers are able to offer peat-free compost for nursery stock to an acceptable standard.

When this is actioned, the Council will be totally peat-free.

Purpose

To approve the current practice of pesticide usage.

Background

Pesticides have been developed primarily for their ability to act on living tissue. Through sophisticated development, they are able to target their effects on a limited range of plants and animals. Increasing concern about the hazards that pesticides present to humans and the environment has led to the introduction of legislation designed to control the type of chemical available; the sale and supply; storage; application methods; and disposal of pesticides. This is primarily controlled under The Food and Environmental Protection Act 1985 (FEPA), Control of Pesticides Regulations 1986 (COPR) and the Health & Safety at Work Act.

Definition of pesticides

Under The Food and Environmental Protection Act 1985 (FEPA), a pesticide is any substance, preparation or organism prepared or used, among other uses, to protect plants or wood or other plant products from harmful organisms; to regulate the growth of plants; to give protection against harmful creatures; or to render such creatures harmless. The term pesticides therefore has a very broad definition that embraces herbicides, fungicides, insecticides, rodenticides, soil-sterilants, wood preservatives and surface biocides among others.

A pest is defined as any organism harmful to plants, wood or plant products, any undesired plant or harmful creature.

Legislation

- In Great Britain the storage, supply, advertisement, sale and use of pesticides is regulated by:
 - The Control of Pesticides Regulations 1986 (as amended) (COPR)
 - The Pesticides (Maximum Levels in Crops, Food and Feeding Stuff) (England and Wales) Regulations 1999 (as amended)
 - In Scotland by The Pesticides (Maximum Levels in Crops, Food and Feeding Stuff) (Scotland) Regulations 2000, and commonly referred to as the MRL Regulations
 - Similar legislation exists in Northern Ireland. This legislation implements Part III of The Food and Environment Protection Act 1985 (FEPA).
 - The Plant Protection Products Regulations 1995 (as amended)
 - The Plant Protection Products (Basic Conditions) Regulations 1997 (PPPR).

The Control of Substances Hazardous to Health Act 2002 (COSHH) requires that exposure to substances hazardous to health is either prevented or, where this is not reasonably practical, adequately controlled.

Legal implications

- It is illegal to use a pesticide unless ministerial consent has been given for the intended activity, and that the relevant conditions of consent are complied with. Consent is only given:
 - If all reasonable precautions are taken to protect human health, creatures, plants, the environment and pollution
 - That no unapproved mixtures or adjuvant are used
 - That formal training of users is required.
- Pesticides can only be purchased through approved and certificated suppliers
- Pesticides must be stored in a structure designed for that purpose, and controlled by a certificated store person
- Pesticides for Agricultural and Amenity Horticulture can only be applied by a person with a certificate of competence (NPTC)
- Pesticides must be disposed of in a manner that will not damage human health or the environment.

How grounds maintenance operations implements this into working practice

- Only approved ministerial chemicals are used
- All application equipment is regularly tested, maintained and replaced as required
- Personal protective equipment is regularly tested, maintained and replaced as required
- All chemicals are applied in accordance to the label requirements
- All staff involved in chemical application are trained to the required certification i.e. NPTC PA-1, PA-6A, PA – 2 and PA – 6AW
- Areas to be treated are secured from public access, or information notices are posted during application periods, or active ingredients are such that no precautions are necessary
- Staff undergo regular refresher courses as required
- COSHH assessments are carried out for all chemicals, with only those proving to have the least hazard to the user and environment being used. Regular reviews of COSHH assessments are carried out and stock changed as required

- All chemicals are stored in bunded structures that are secure, fire resistant and designed to stop chemical leakage
- Stock records are kept on site with these stores
- Chemical containers are disposed of through an approved contractor or as designated by legislation
- Pesticide applications are recorded and kept at New River Trading Estate/Cheshunt Park for reference and public information.

Grounds maintenance operations pesticide usage policy

Whenever practical the use of pesticides will be minimised and alternative solutions sought. Within parks, gardens and open spaces there is a continual reduction in the use of pesticides. This has been achieved by using the principles of Integrated Pest Management.

Prevention > Cultural > Bio-Control > Chemical Control

- Carrying out environmental risk assessments to determine the best method of pest control, only using chemical applications as a last resort
- Using site generated and/or locally chipped compostable material as shrub border mulch
- By not using residual herbicides
- Challenging traditional working practices and introducing new practices which minimise the need to apply pesticides or herbicides
- Replacing plants, shrubs and grass mixes with cultivars that are less susceptible to pests and diseases
- Improved staff training in order to inform and prevent poor practice.

BROXBOURNE BOROUGH COUNCIL

PUBLIC SPACE PROTECTION ORDER No. 1 OF 2017

THE CONTROL OF DOGS

1. This Order may be cited as the Borough of Broxbourne Public Spaces Protection Order No. 1 of 2017.
2. The Borough of Broxbourne (the “Council”) makes this Order under its powers of the Anti-Social Behaviour, Crime and Policing Act 2014 (“the Act”), being satisfied on reasonable grounds that the activities set out in paragraph 5, in the location described in paragraph 4 of this Order and detailed in the schedule to this Order have had or are likely to have a detrimental effect on the quality of life of those in the locality, or it is likely that activities will be carried out within that area and have such an effect. The Council is also satisfied that the effect, or likely effect, of the activities is, or is likely to be, of a persistent or continuing nature and that these activities are unreasonable and justify the restrictions imposed by this Order and that it is in all the circumstances expedient to make this Order for the purpose of reducing anti-social behaviour in a public place.
3. This Order comes into force at midnight on Tuesday 14th March 2017 for a period of up to three years thereafter, unless extended by further order under the Council’s statutory powers.
4. This Order applies to all land in the Borough of Broxbourne to which the public or any section of the public has access, on payment or otherwise, as or right by virtue of expressed or implied permission.
5. The activities described below are hereby covered as from the date of this Order.
 - (a) The failure to remove dog faeces by a person in charge of the dog from the designated land,

(b) Allowing a dog (excluding guide dogs) to be present in the following areas:

- (i) All fenced children's playground and areas which are designated and marked for children's play
- (ii) All fenced games areas e.g. tennis, ball courts, skate parks
- (iii) Marked playing pitches, when in use for playing sports

Any person in charge of a dog who takes it onto, permits it to enter or remains on the specified land is guilty of an offence.

6. Section 67 of the Act states that it is an offence for a person without reasonable excuse:

- (a) To do anything that the person is prohibited from doing by a public spaces protection order or,
- (b) To fail to comply with a requirement to which the person is subject under a public spaces protection order.

A person guilty of an offence under section 67 of the Act is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

A person does not commit an offence under section 67 of the Act by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order.

A person guilty of an offence under conditions a or b above, under section 67 of the Act is liable on summary conviction to a fine not exceeding level 3 on the standard scale, or a fixed penalty notice of £100.

CHALLENGING THE VALIDITY OF ORDERS

An interested person may apply to the High Court to question the validity of this Order and an interested person means an individual who lives in the restricted area or who regularly works in or visits that area. Any such interested person may apply to the High Court within six weeks from the date on which this Order was made on the grounds that the Council did not have the power to make the Order or to include

particular prohibitions or requirements imposed by the Order or that a requirement under Chapter 2 of the Act was not complied with in relation to this Order.

SCHEDULE OF RESTRICTED AREAS

- (a) All public rights of way/footpaths, pavements, flower beds, shrub areas and grass verges adjacent to carriageways.
- (b) All pedestrianised areas
- (c) All parks, open spaces and children's play areas
- (d) All sports fields
- (e) All greens, verges flower beds and other open areas on any housing estates in the borough
- (f) All town greens
- (g) All cemeteries
- (h) All parts of the Lee Valley Regional Park within the Broxbourne Borough Council district
- (i) All allotments
- (j) All public car parks

LAND DESIGNATED SPECIFICALLY

- (a) The grounds of The Spotlight, The Spinning Wheel and Lowewood House, Hoddesdon
- (b) The grounds of Bishops College and Emmanuel Lodge, Cheshunt
- (c) Land open to the public and owned by local trustees for open spaces at:
 - (i) Broxbourne recreation ground, Station Road Broxbourne
 - (ii) Baas Hill, Broxbourne
 - (iii) Cock Lane, Hoddesdon

Appendix H - Herts Biological Records Office Survey 1997

SITE REFERENCE	SITE NAME	GRID REFERENCE	AREA(ha)	RATIFIED	DESCRIPTION
72/016	Lodge Hollow and Spital Brook	TL361082	2.32	1997	Narrow woodland, scrub, areas of tall herbs and swamp along the valley of the Spital Brook. The woodland is variable with some Hornbeam (<i>carpinus betulus</i>), including coppice (possibly an old hedge remnant), with some large pedunculate oak (<i>quercus robur</i>) standards and willows (<i>salix</i> spp.) plus younger ash (<i>fraxinus excelsior</i>) and beech (<i>fagus sylvatica</i>) standards. Scrub species include blackthorn (<i>prunus spinosa</i>), hawthorn (<i>crataegus monogyna</i>) and elder (<i>sambucus nigra</i>). The ground flora supports frequent common nettle (<i>urtica dioica</i>) and bramble (<i>rubus fruticosus</i> agg.) with occasional bracken (<i>pteridium aquilinum</i>) and includes a number of woodland indicators including dog's mercury (<i>mercurialis perennis</i>), wood melick (<i>melica uniflora</i>), enchanter's nightshade (<i>circaea lutetiana</i>), wood meadow-grass (<i>poa nemoralis</i>) and hairy-brome (<i>bromopsis ramosa</i>). At the west end, beside the spital brook, there is an area of tall swamp supporting a reasonably diverse flora including reed sweet-grass (<i>glyceria maxima</i>), bulrush (<i>typha latifolia</i>), lesser pond-sedge (<i>carex acutiformis</i>) and great willowherb (<i>epilobium hirsutum</i>). Wood club-rush (<i>scirpus sylvatica</i>), a herts rare species, has been recorded alongside the brook. Wildlife site criteria: old woodland with a semi-natural canopy and varied structure; >2ha; woodland indicators.
72/026	Knowle Thicket by Cock Lane Ford	TL368083	0.08	1997	Woodland and scrub thicket on the banks of the spital brook forming a broad dense hedge with large trees backing onto semi-improved amenity grassland. A rich ground flora is present, mainly along the east bank of the brook, with numerous woodland indicator species recorded including moschatel (<i>adoxa moschatellina</i>), ramsons (<i>allium ursinum</i>), wood anemone (<i>anemone nemorosa</i>), pignut (<i>conopodium majus</i>), bluebell (<i>hyacinthoides non-scripta</i>) and dog's mercury (<i>mercurialis perennis</i>). The adjacent grassland supports species such as meadow buttercup (<i>ranunculus acris</i>), lesser stitchwort (<i>stellaria graminea</i>) and common Sorrel (<i>rumex acetosa</i>). Wildlife site criteria: old/ancient woodland with a semi-natural canopy; shown on the 1880-1882 OS map; woodland indicators. Mosaic habitats.

Appendix I - 2017 Tree Survey

Hoddesdon Town and Rye Park - Barclay Park

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
1	English oak		Over 100cm	Over-Mature	Good	Good
2	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
3	Horse chestnut	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
4	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Medium
5	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Medium
6	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Medium
7	Common holly	Up to 5 metres	21cm to 40cm	Mature	Good	Medium
8	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Medium
9	Common holly	Up to 5 metres	21cm to 40cm	Mature	Poor	Poor
10	Common holly	Up to 5 metres	21cm to 40cm	Mature	Good	Medium
11	Common holly	Up to 5 metres	21cm to 40cm	Mature	Good	Medium
12	Common holly	Up to 5 metres	21cm to 40cm	Mature	Poor	Poor
13	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Medium
14	Common holly	Up to 5 metres	21cm to 40cm	Mature	Good	Medium
15	Common holly	Up to 5 metres	Up to 20cm	Mature	Poor	Poor
16	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Medium
17	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Medium
18	Hawthorn	Up to 5 metres	Up to 20cm	Semi-mature	Poor	Poor
19	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
20	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
21	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
22	Red oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
23	Common ash	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
24	Common elder	Up to 5 metres	21cm to 40cm	Mature	Good	Medium
25	English elm	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
26	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
27	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
28	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
29	English oak	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
30	Common holly	5 to 10 metres	Up to 20cm	Mature	Good	Medium
31	Common ash	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
32	Common ash	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
33	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
G1	Mixed broad/conifers	5 to 10 metres		Mature	Good	Medium
34	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Poor	Medium
35	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
36	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
37	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
38	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
39	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
40	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
41	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
42	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
43	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
44	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
45	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
46	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
47	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
48	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
49	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
50	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
51	Common lime	5 to 10 metres	Up to 20cm	Mature	Good	Medium
52	Common lime	5 to 10 metres	Up to 20cm	Mature	Good	Medium
53	Common lime	5 to 10 metres	Up to 20cm	Mature	Poor	Poor
54	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
55	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
56	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
57	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
58	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
59	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
60	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
61	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
62	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
63	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
64	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
65	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
66	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
67	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
68	Norway maple	5 to 10 metres	Up to 20cm	Mature	Good	Medium
69	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
70	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
71	False acacia	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
349288	False acacia	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
73	Common ash	Up to 5 metres	Up to 20cm	Young tree	Good	Medium
74	Common beech	Up to 5 metres	Up to 20cm	Semi-mature	Good	Medium
75	Common beech	Up to 5 metres	Up to 20cm	Young tree	Good	Medium
76	Common beech	Up to 5 metres	Up to 20cm	Young tree	Good	Medium
77	Common beech	Up to 5 metres	Up to 20cm	Young tree	Good	Medium
78	English oak	Up to 5 metres	Up to 20cm	Young tree	Good	Medium
79	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
80	English oak	Up to 5 metres	Up to 20cm	Semi-mature	Good	Medium
81	Common beech	Up to 5 metres	Up to 20cm	Young tree	Poor	Poor
82	Common beech	Up to 5 metres	Up to 20cm	Young tree	Poor	Poor
83	Silver birch	Up to 5 metres	Up to 20cm	Young tree	Good	Medium
84	Silver birch	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
85	Silver birch	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
86	Silver birch	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
87	Silver birch	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
88	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
89	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
90	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
91	Norway maple	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
92	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
93	Common ash	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
94	Common ash	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
95	Common holly	5 to 10 metres	Up to 20cm	Semi-mature	Poor	Poor
96	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
97	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
98	Common holly	Up to 5 metres	Up to 20cm	Semi-mature	Poor	Poor
99	Common beech	Up to 5 metres	Up to 20cm	Young tree		
100	Common beech	Up to 5 metres	Up to 20cm	Young tree		
101	Common beech	Up to 5 metres	Up to 20cm	Young tree		
102	Common beech	5 to 10 metres	21cm to 40cm	Semi-mature		
103	Common beech	5 to 10 metres	21cm to 40cm	Semi-mature		
104	Common beech	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
105	Common beech	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
106	Common beech	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
107	Common beech	Up to 5 metres	Up to 20cm	Young tree	Good	Good
108	Common beech	5 to 10 metres	Up to 20cm	Young tree	Good	Good
109	Common beech	Up to 5 metres	Up to 20cm	Young tree	Good	Good
110	Common beech	5 to 10 metres	Up to 20cm	Young tree	Good	Good
111	Common beech	Up to 5 metres	Up to 20cm	Young tree	Good	Good
112	Common beech	Up to 5 metres	Up to 20cm	Young tree		
113	Common beech	5 to 10 metres	Up to 20cm	Semi-mature		
114	London plane	10 to 20 metres	61cm to 100cm	Mature		
115	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature		
116	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
117	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
118	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
119	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
120	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
121	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
122	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
123	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
124	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
125	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
126	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
127	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
128	Pine spp	5 to 10 metres	Up to 20cm	Mature	Good	Medium
129	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
130	Honey locust	5 to 10 metres	Up to 20cm	Semi-mature	Good	Poor
131	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Poor
132	Common yew	5 to 10 metres	Up to 20cm	Mature	Good	Good
133	Honey locust	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
134	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Good
135	English oak	5 to 10 metres	41cm to 60cm	Mature	Good	Good
136	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Good
137	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Good
138	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Good
139	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Good
140	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Good
141	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
142	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
143	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
144	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
145	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
146	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
147	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
148	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
149	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
150	Unknown - conifer	10 to 20 metres	61cm to 100cm	Mature	Good	Good
151	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Good
152	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Good
153	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Good
154	Pine spp	5 to 10 metres	21cm to 40cm	Mature	Good	Good
155	Pine spp	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
156	Common lime	10 to 20 metres	41cm to 60cm	Mature	Good	Good
157	Common lime	5 to 10 metres	21cm to 40cm	Mature	Good	Good
158	Giant redwood	Up to 5 metres	Up to 20cm	Young tree	Good	Good
159	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
160	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
161	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
162	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
163	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
164	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
165	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
166	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
167	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
168	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
169	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
170	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
171	Silver birch	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
172	Autumn cherry	5 to 10 metres	21cm to 40cm	Mature	Good	Poor
173	Autumn cherry	5 to 10 metres	21cm to 40cm	Mature	Good	Poor
174	Autumn cherry	5 to 10 metres	Up to 20cm	Semi-mature	Good	Poor
175	Apple spp	5 to 10 metres	41cm to 60cm	Mature	Good	Poor
176	Common ash	10 to 20 metres	61cm to 100cm	Mature	Poor	Poor
177	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
178	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
179	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
180	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
181	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
182	Willow species	10 to 20 metres	61cm to 100cm	Mature	Good	Good
183	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Good

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
184	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Good
185	Common alder	10 to 20 metres	41cm to 60cm	Mature	Good	Good
186	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Good
187	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Good
188	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Good
189	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Good
190	Silver maple	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
349764	Crack willow	10 to 20 metres	61cm to 100cm	Mature	Good	Good
349768	Crack willow	10 to 20 metres	Over 100cm	Mature	Good	Good
193	London plane	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
194	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
195	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
196	Hornbeam	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
197	Hornbeam	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
198	Hornbeam	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
199	Common alder	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
200	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Good
201	Silver maple	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
202	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
203	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
204	English oak		Over 100cm	Over-Mature		
205	Common alder	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
206	Common alder	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
207	Common alder	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
208	Norway maple	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
209	Norway maple	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
G2	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
210	Common ash	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
211	Willow species	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
212	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
213	Hawthorn	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
214	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Poor	Medium
215	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
216	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
217	Common yew	Up to 5 metres	Up to 20cm	Mature	Good	Medium
218	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
219	Common ash	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
349884	Common alder	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
221	Common alder	5 to 10 metres	61cm to 100cm	Mature	Poor	Poor
222	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Good
223	Common alder	10 to 20 metres	61cm to 100cm	Mature	Poor	Poor
224	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
225	Common alder	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
226	Common alder	5 to 10 metres	Up to 20cm	Mature	Poor	Poor
227	Common alder	5 to 10 metres	Up to 20cm	Mature	Poor	Poor
228	Atlas cedar	5 to 10 metres	21cm to 40cm	Mature	Good	Good
Grp/349920	Mixed broad/conifers	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
229	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
230	Horse chestnut	Up to 5 metres	Up to 20cm	Semi-mature	Poor	Poor
G4	Common alder	10 to 20 metres	Up to 20cm	Mature	Good	Medium
G5	Common alder	10 to 20 metres	21cm to 40cm	Mature	Poor	Poor
231	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
232	Common alder	10 to 20 metres	21cm to 40cm	Mature	Poor	Poor
233	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
G6	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
234	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
235	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Good
236	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
237	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Good
238	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Good
239	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Good
349980	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
241	English oak	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
242	Common holly	Up to 5 metres	Up to 20cm	Mature	Good	Good
243	Silver maple	5 to 10 metres	Up to 20cm	Mature	Good	Good
244	Swedish whitebeam	Up to 5 metres	Up to 20cm	Semi-mature	Poor	Poor
245	Purple beech	10 to 20 metres	Over 100cm	Mature	Good	Good
246	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Good
247	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
248	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Good
249	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Good
250	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Good
251	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Good
252	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Good
350032	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
350036	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
255	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Good
256	English oak	5 to 10 metres	21cm to 40cm	Mature	Good	Good
257	Silver birch	5 to 10 metres	21cm to 40cm	Mature	Good	Good
350052	Common alder	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
259	Common alder	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
260	Common ash	5 to 10 metres	Up to 20cm	Mature	Good	Medium
G7	Common alder	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
261	Common alder	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
262	Willow species	5 to 10 metres	Over 100cm	Mature	Poor	Poor
263	Hazel	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
264	Common alder	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
265	Silver birch	10 to 20 metres	Up to 20cm	Mature	Good	Medium
266	Common alder	5 to 10 metres	Up to 20cm	Mature	Poor	Poor
G8	Mixed broad/conifers	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
G9	Mixed broad/conifers	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
267	Crack willow	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
268	Crack willow	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
269	Crack willow	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
270	Giant redwood	Up to 5 metres	Up to 20cm	Young tree	Good	Good
271	Rowan	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
272	Rowan	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
273	Rowan	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
274	Rowan	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
275	Rowan	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
276	Rowan	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
277	Rowan	5 to 10 metres	Up to 20cm	Semi-mature	Poor	Poor
278	Horse chestnut	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
279	Horse chestnut	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
280	Horse chestnut	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
281	Horse chestnut	10 to 20 metres	Over 100cm	Mature	Poor	Poor
282	Horse chestnut	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
283	Horse chestnut	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
284	Horse chestnut	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
285	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
286	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
287	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
288	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
289	Atlas Cedar	10 to 20 metres	Over 100cm	Mature	Good	Medium
290	Purple beech	10 to 20 metres	Over 100cm	Mature	Good	Medium
291	Horse chestnut	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
292	Rowan	Up to 5 metres	Up to 20cm	Young tree	Good	Good
293	Common walnut	Up to 5 metres	Up to 20cm	Young tree	Good	Good
294	Swedish whitebeam	Up to 5 metres	Up to 20cm	Young tree	Good	Good
G10	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
350216	Common beech	10 to 20 metres	Over 100cm	Mature	Good	Medium
296	Common beech	10 to 20 metres	Over 100cm	Mature	Good	Medium
297	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
298	Purple beech	20 to 30 metres	Over 100cm	Mature	Good	Medium
299	Common beech	10 to 20 metres	21cm to 40cm	Semi-mature	Good	Good
300	Common beech	10 to 20 metres	21cm to 40cm	Semi-mature	Good	Good

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
301	Common beech	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
302	Purple beech	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
303	Common beech	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
304	Wych elm	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
305	Wych elm	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
306	Common beech	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
307	Common beech	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
308	Common beech	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
309	Wych elm	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
310	Common beech	Up to 5 metres	Up to 20cm	Young tree	Good	Good
G11	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Mature	Good	Good
311	Hawthorn	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
312	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Good
350292	White willow	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
314	English elm	5 to 10 metres	Up to 20cm	Mature	Good	Good
G12	Common walnut	10 to 20 metres	21cm to 40cm	Mature	Good	Good
315	Common ash	5 to 10 metres	61cm to 100cm	Mature	Good	Good
316	Common alder	10 to 20 metres	Over 100cm	Mature	Good	Medium
317	Common ash	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
318	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
319	White willow	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
320	English oak	5 to 10 metres	21cm to 40cm	Mature	Good	Good
321	White willow	5 to 10 metres	61cm to 100cm	Mature	Good	Good
G13	White willow	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
322	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Good
323	Common alder	5 to 10 metres	41cm to 60cm	Mature	Good	Good
G14	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Mature	Good	Medium
324	Common alder	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
325	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
326	White willow	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
327	White willow	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
328	Hawthorn	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
329	Hawthorn	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
330	Hawthorn	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
331	English oak	Up to 5 metres	Up to 20cm	Young tree	Good	Good
332	Common ash	5 to 10 metres	21cm to 40cm	Mature	Good	Good
333	Common ash	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
334	Crack willow	10 to 20 metres	61cm to 100cm	Mature	Good	Good
335	Cricketbat Willow	10 to 20 metres	61cm to 100cm	Mature	Good	Poor
336	Common ash	5 to 10 metres	21cm to 40cm	Mature	Good	Good
337	Common ash	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
338	Common ash	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
339	Hawthorn	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
340	Hawthorn	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
341	Crack willow	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
342	Common alder	5 to 10 metres	41cm to 60cm	Mature	Good	Good
343	Common ash	10 to 20 metres	Up to 20cm	Mature	Good	Good
344	Common ash	10 to 20 metres	21cm to 40cm	Mature	Good	Good
345	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
346	Common ash	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
347	Silver birch	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
348	Common ash	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
349	Wild cherry	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
350	White willow	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
351	Common ash	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
352	Common ash	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
353	Wild cherry	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
354	Wild cherry	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
355	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
356	Mixed broad/conifers	5 to 10 metres	61cm to 100cm	Mature	Poor	Poor
357	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
358	White willow	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
359	White willow	5 to 10 metres	41cm to 60cm	Mature	Good	Medium

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
G15	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
360	Common alder	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
361	White willow	5 to 10 metres	61cm to 100cm	Mature	Poor	Poor
362	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
363	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
364	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
365	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
366	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
G16	Mixed broad/conifers	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
367	Common ash	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
368	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
369	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
370	Common ash	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
371	Common ash	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
372	Common ash	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
373	Common ash	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
374	Common alder	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
375	Common alder	10 to 20 metres	21cm to 40cm	Mature	Poor	Poor
376	Common ash	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
377	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
378	Crack willow	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
G17	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Mature	Good	Medium
379	English oak	10 to 20 metres	Over 100cm	Over-Mature	Good	Medium
380	Common alder	5 to 10 metres	41cm to 60cm	Mature	Poor	Poor
381	Silver birch	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
382	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
G18	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Mature	Good	Medium
383	Common ash	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
384	Common alder	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
385	Common ash	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
350612	Common alder	5 to 10 metres	Up to 20cm	Mature	Poor	Poor
387	Common alder	10 to 20 metres	61cm to 100cm	Mature	Poor	Poor
388	Common alder	10 to 20 metres	Over 100cm	Mature	Good	Medium
389	Common alder	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
390	Common alder	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
G19	Mixed broad/conifers	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
391	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
392	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Good
G20	Common alder	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
393	Common ash	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
394	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Good
395	Common alder	10 to 20 metres	61cm to 100cm	Mature	Good	Poor
396	English oak	5 to 10 metres	21cm to 40cm	Mature	Good	Good
397	Common ash	5 to 10 metres	41cm to 60cm	Mature	Good	Good
398	Crack willow	10 to 20 metres	61cm to 100cm	Mature	Good	Good
399	English oak	10 to 20 metres	Over 100cm	Veteran	Good	Medium
G21	Crack willow	10 to 20 metres	Over 100cm	Over-Mature	Good	Medium
G22	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
400	English oak	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
401	Common ash	10 to 20 metres	Over 100cm	Over-Mature	Good	Medium
402	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
403	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
404	English oak	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
405	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
406	English oak	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
G23	Mixed broad/conifers	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
407	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
408	English oak	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
409	English oak	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
410	English oak	5 to 10 metres	41cm to 60cm	Semi-mature	Good	Good
411	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
412	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Good
413	English oak	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
414	English oak	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
415	English oak	Up to 5 metres	Up to 20cm	Semi-mature	Good	Good
416	English oak	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
G24	Hawthorn	5 to 10 metres	41cm to 60cm	Mature	Good	Good
417	Norway maple	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
418	Wild cherry	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
419	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
420	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Good
421	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Poor
422	English oak	10 to 20 metres	Over 100cm	Mature	Good	Good
423	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Good
424	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Good
425	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Good
426	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Good
427	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
428	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
350808	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
430	English oak	10 to 20 metres	61cm to 100cm	Mature	Poor	Poor
431	Giant redwood	20 to 30 metres	Over 100cm	Mature	Good	Good
432	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
433	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
434	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
435	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
436	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
437	Common ash	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
350844	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
439	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
440	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
441	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
442	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
443	Pine spp	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
444	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
350872	Deodar cedar	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
446	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
447	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
350884	Common beech	10 to 20 metres	61cm to 100cm	Mature	Poor	Poor
350888	Common beech	10 to 20 metres	61cm to 100cm	Mature	Poor	Poor
450	Common beech	5 to 10 metres	61cm to 100cm	Mature	Poor	Poor
451	Common beech	10 to 20 metres	Over 100cm	Mature	Good	Medium
452	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
453	Common elder	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
454	European larch	5 to 10 metres	21cm to 40cm	Mature	Good	Good
455	English oak	Up to 5 metres	Up to 20cm	Young tree	Good	Good
456	English oak	Up to 5 metres	Up to 20cm	Young tree	Good	Good
G25	Mixed broad/conifers	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
457	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
458	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
459	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
460	Common beech	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
461	Common beech	5 to 10 metres	Up to 20cm	Semi-mature	Good	Good
462	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
463	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
464	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
465	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
G26	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Mature	Good	Medium
350964	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
467	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
468	Common beech	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
469	English oak	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
470	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
350984	Common beech	10 to 20 metres	41cm to 60cm	Mature	Good	Poor
472	English oak	20 to 30 metres	Over 100cm	Mature	Good	Medium
350992	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium

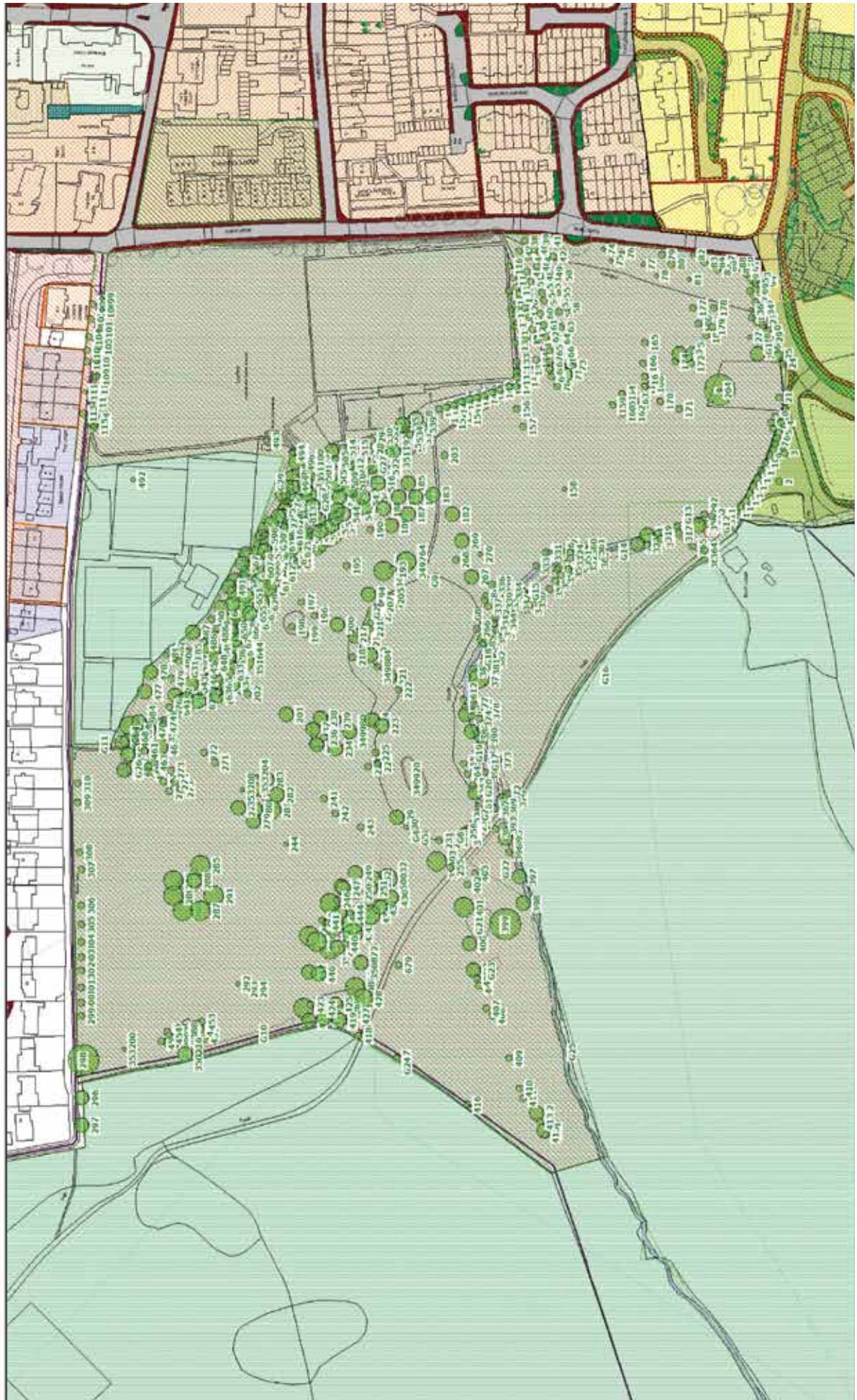
Tree number	Common name	Height	Trunk	Age	Condition	Vitality
474	Common beech	10 to 20 metres	61cm to 100cm	Mature	Poor	Poor
475	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
476	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
477	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
478	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
479	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
480	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
481	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
482	Common ash	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
483	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
484	English elm	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
485	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
486	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
487	Norway maple	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
488	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
489	English elm	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
490	Common ash	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
491	Common ash	10 to 20 metres	Over 100cm	Mature	Poor	Poor
492	Mixed broad/conifers				Good	Good
493	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
494	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
495	Common holly	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
496	Hawthorn	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
497	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
498	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
499	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
351100	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
501	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
502	European larch	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
503	European larch	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
504	Norway maple	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
505	Silver maple	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
506	Norway maple	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
507	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
508	Common holly	5 to 10 metres	Up to 20cm	Mature	Good	Good
509	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
510	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
511	Norway maple	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
512	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
513	Common ash	10 to 20 metres	Up to 20cm	Semi-mature	Good	Medium
514	English elm	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
515	Norway maple	5 to 10 metres	Up to 20cm	Mature	Good	Medium
516	English elm	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Good
517	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
518	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Good
519	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
520	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Good
521	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
522	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Poor	Poor
351192	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
524	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Good
525	Common beech	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
526	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
527	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Good
528	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Good
529	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
530	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
531	English elm	10 to 20 metres	Up to 20cm	Semi-mature	Good	Medium
532	English elm	10 to 20 metres	21cm to 40cm	Semi-mature	Good	Medium
533	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
534	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Good
535	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
536	Common yew	10 to 20 metres	21cm to 40cm	Mature	Good	Good

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
537	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
538	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
539	Hawthorn	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
G27	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
540	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
541	Common beech	10 to 20 metres	Over 100cm	Mature	Good	Medium
542	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Good
543	Common beech	10 to 20 metres	Over 100cm	Mature	Good	Medium
544	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
545	Common beech	10 to 20 metres	Over 100cm	Mature	Good	Medium
546	English oak	10 to 20 metres	Over 100cm	Mature	Good	Medium
547	Pine spp	20 to 30 metres	41cm to 60cm	Mature	Good	Medium
548	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
549	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
550	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
551	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
552	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
553	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
554	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
555	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
556	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
557	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
558	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
559	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
560	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
561	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
562	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
563	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
564	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
351364	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
566	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Good
G28	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
567	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
568	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
569	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
570	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
571	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
572	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
573	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
574	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
575	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
576	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
577	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
578	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
579	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
580	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
581	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
582	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
583	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
584	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
585	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
586	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
587	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
588	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
589	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
590	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Good
591	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Good
592	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Good
593	Hornbeam	5 to 10 metres	21cm to 40cm	Mature	Good	Good
594	Norway maple	5 to 10 metres	21cm to 40cm	Mature	Good	Good
G29	Mixed broad/conifers	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
595	Common holly	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
596	Common yew	10 to 20 metres	21cm to 40cm	Mature	Good	Medium

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
597	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
598	Common holly	10 to 20 metres	21cm to 40cm	Mature	Good	Good
599	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Good
600	Sweet chestnut	10 to 20 metres	21cm to 40cm	Mature	Poor	Poor
601	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
602	Common yew	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
603	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
604	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Good
605	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
606	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
607	Sweet chestnut	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
608	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
609	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
610	Sweet chestnut	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
611	English elm	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
612	English elm	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
613	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
614	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
615	Common ash	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
616	Sweet chestnut	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
617	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
618	Common yew	10 to 20 metres	21cm to 40cm	Mature	Poor	Medium
619	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
620	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
621	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
622	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
623	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
624	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Good
625	English oak	10 to 20 metres	21cm to 40cm	Mature	Good	Good
626	English elm	5 to 10 metres	21cm to 40cm	Semi-mature	Good	Medium
627	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
628	Sweet chestnut	5 to 10 metres	21cm to 40cm	Mature	Good	Poor
G30	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Semi-mature	Good	Medium
629	Norway maple	10 to 20 metres	Over 100cm	Over-Mature	Poor	Poor
630	Common beech	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
631	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
351644	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
633	Pine spp	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
634	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
635	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
636	English elm	5 to 10 metres	21cm to 40cm	Mature	Poor	Poor
637	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
638	English oak	10 to 20 metres	61cm to 100cm	Mature	Good	Medium
639	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
640	Red oak	10 to 20 metres	41cm to 60cm	Mature	Poor	Poor
641	Hawthorn	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
642	Norway maple	10 to 20 metres	21cm to 40cm	Mature	Good	Good
643	Pine spp	20 to 30 metres	61cm to 100cm	Mature	Good	Good
644	English oak	10 to 20 metres	41cm to 60cm	Mature	Good	Good
645	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
646	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
647	English elm	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
648	Sweet chestnut	10 to 20 metres	21cm to 40cm	Mature	Poor	Poor
649	Common holly	5 to 10 metres	21cm to 40cm	Mature	Good	Good
650	European larch	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
651	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
652	Sweet chestnut	5 to 10 metres	41cm to 60cm	Mature	Good	Medium
653	Common ash	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
654	Common ash	10 to 20 metres	21cm to 40cm	Mature	Good	Medium
655	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
656	Sweet chestnut	10 to 20 metres	41cm to 60cm	Mature	Good	Medium
657	English oak	20 to 30 metres	61cm to 100cm	Mature	Good	Medium
658	Common yew	5 to 10 metres	41cm to 60cm	Mature	Good	Medium

Tree number	Common name	Height	Trunk	Age	Condition	Vitality
659	Pine spp	10 to 20 metres	21cm to 40cm	Mature	Good	Good
660	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
661	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
662	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
663	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
664	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
665	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
666	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
667	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
668	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
669	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
670	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
671	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
672	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
673	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
674	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
675	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
676	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
677	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
678	Common yew	5 to 10 metres	21cm to 40cm	Mature	Good	Medium
G31	Mixed broad/conifers	5 to 10 metres	Up to 20cm	Mature	Good	Medium
679	Silver birch	5 to 10 metres	Up to 20cm			
353200	Small-leaved Lime	Up to 5 metres	Up to 20cm	Young tree	Good	Good
353204	Horse chestnut	Up to 5 metres	Up to 20cm	Young tree	Good	Good
353208	Horse chestnut	Up to 5 metres	Up to 20cm	Young tree	Good	Good
Total: 682 trees						

Hoddesdon Town and Rye Park - Barclay Park



**Operational Playground Inspections
BARCLAY PARK**

Name of Inspector	RG	Date: 27/02/2020	Time of completion: 11.50
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All items should be inspected to ensure compliance to BS EN 1176/7 using risk matrix

Item	Comments	Risk			Further Action	
		Likelihood	Severity	Total	By	Date
Gate nr car park	Await spring adjust	2	2	4		
Gate 2	Gate missing- exposed lugs	2	2	4		
Vehicle gate		1	1	1		
Fence		1	1	1		
Signs		1	1	1		
General surface		2	2	4		
Cleanliness		2	2	4		
Bins		1	1	1		
Bench		1	1	1		
Picnic table		1	1	1		
Cradle swings	Wear on 1 x cradle	2	2	4		
Spinning disc		1	1	1		
DDA roundabout	Wear on surfacing & bearing	2	2	4		
Multiplay	Wear on platform & taped rope	2	2	4		
Flat swings		1	1	1		
Low rotator	Missing bung	2	2	4		
Hurricane swing		1	1	1		
Cable runway	Plate to be inserted in seat and graffiti	2	3	6		
Nest swing		1	1	1		
MUGA		1	1	1		
Teen shelter	Needs cleaning – graffiti & algae	2	2	4		

Risk Matrix for Operational Playground Inspections	
Total	Risk
1 - 5	Very Low
6 - 10	Low – Action 3 months
11 - 15	Moderate – Action 2 weeks
16 - 20	High – Action immediately
21 - 25	Very High – Action NOW



the **play inspection** company
the safest hands around playgrounds

Annual Inspection

Broxbourne Council

Barclay Park Play Areas & MUGA

Park View, Cheshunt, EN11 8PX



Unit 5 Glenmore Business Park, Blackhill Road, Poole, Dorset, BH16 6NL
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Site Inspection Report – Green Spaces

Site name: Barclay Park		Inspecting Officer: RG		
Date of Inspection: 02/12/2020				
Details of defect		Grade A/B/C/D	Action required (C & D only)	Action taken
Paths	Minor cracks and unevenness in places.	B		
Boundary		B		
Car Park	Mostly resurfaced. Pothole by height barrier	C	HCC to be informed of pothole	
Height Barrier	Inoffensive graffiti present	B		

Full inspection report available by request or on Friends of Barclay Park website, www.friendsofbarclaypark.org.uk

Appendix M – Action Plan 2020 (Barclay Park) Year 3 of 5 year management plan

Numbers refer to aims and objectives section 6 in management plan (2018 – 2022)

6.1 Welcoming place						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.1.1	Resurface car park.		HCC	Capital funding		Completed.
6.1.1	Assess other entrances and identify improvements required.	December	GSO Barclay Park Volunteers	To be identified		Review of entrances yet to take place, likely to be linked to the High Leigh development.
6.1.1	Clean Park View and Lord Street entrances.	8 January	GSO Barclay Park Volunteers	Existing revenue budget.		Completed by Saturday volunteers in Jan.
6.1.2	Regular inspection, cleaning of signage and update notices in noticeboard.	6 July	GSO Barclay Park Volunteers	Existing revenue budget		Completed as required.
6.1.2	Examine options for multi-language signs.	Ongoing	FoG	To be identified		Will look at making details available on website.
6.1.3	Annual inspection of path network.	April	GSO	Existing revenue budget		Ongoing.

6.2 Healthy, safe and secure						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.2.1	Provide a visiting uniformed volunteer presence at the park as reassurance and point of contact. Keep networking with Parkguard ensuring park users are aware of their presence and have the contact number.	Ongoing	GSO Friends group Parkguard	Existing revenue budget		Volunteer presence, FOG and Parkguard.
6.2.2	Maintain height of trees to allow visibility across park.	Ongoing	GSO Arboricultural officer	Existing revenue budget		Plans in place to provide clear views across pond.
6.2.3	Arrange play equipment inspections, daily, quarterly and annual.	Daily Quarterly Annual	GM Staff GSO Play inspection co.	Existing revenue budget		Ongoing.
6.2.3	Cleanse all play equipment.	6 July	GSO Barclay Park Volunteers	Existing revenue budget		Works rescheduled for 2021.
6.2.3	Painting pre-selected items of park furniture.	1 June	GSO Barclay Park Volunteers	Existing revenue budget		Works rescheduled for 2021.
6.2.4	Prepare risk assessments ahead of volunteer tasks and events.	Ongoing	GSO	Existing revenue budget		Ongoing.
6.2.5	Ensure offensive graffiti is removed within 24 hours of being reported	Ongoing	GSO	Existing revenue budget		Offensive graffiti is removed within the 24 hour timescale.
6.2.6	Reporting procedures are in place.	Ongoing	GSO	Existing revenue budget		Procedure in place.

6.2.7	Seek funding for planting to form a new hedge between WW1 meadow and farmers field (High Leigh).	Autumn	GSO Friends group	To be identified		Completed
6.2.7	Assess all boundaries for future improvements.	Ongoing	GSO	Existing revenue budget		Ongoing.
6.2.8	Support local health initiatives such as Parkrun, Give your town the runaround, Moving Mums, and Fitness Squad UK.	Ongoing	GSO	Existing revenue budget		Ongoing.
6.2.9	Add waymarkers around park. Use maps on website to indicate local places of interest within easy access from the park such as Broxbourne Woods sculpture trail, New river, Lowewood Museum.	When funding allows	GSO Friends group	To be identified		Works outstanding, will look at maximising ParksHerts website.
6.2.10	Continue to work with High Leigh development to provide boardwalk as part of safe route to school from new village to Robert Barclay Academy.	Ongoing	Green Spaces Manager	High Leigh development		Ongoing.
6.2.10	Add extra tarmac to selected bench areas allowing wheelchair users to sit next to companions.	Ongoing	GSO	Existing revenue budget		Works rescheduled for 2021.
6.2.11	Investigate possible onsite catering options.	Ongoing	GSO	Existing revenue budget		Existing arrangements with mobile caterer, donates funds to animal charity.
6.2.12	Seek funding to create safe route to Spotlight theatre toilets and café.	Ongoing	GSO	To be identified		Ongoing.

6.3 Clean and well maintained						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.3.1	Annual review of combined bins, move and add more where necessary.	Summer	GSO	Existing revenue budget		Adequate litter bin provision in place.
6.3.2	Ensure tree safety checks are carried out and high risk work is carried out.	Annually	Arboriculture officer	Existing revenue budget		Ongoing.
6.3.2	Continue to manage trees to ensure public safety and protect open aspect and views across the park, using the EYZTREE system.	Annually	Arboriculture officer	Existing revenue budget		Ongoing.
6.3.2	Use volunteers to thin out woodland, remove self-set sycamores and snowberry from front edge.	Autumn/winter	GSO Wednesday volunteers Barclay Park Volunteers	Existing revenue budget		Postponed due to COVID restrictions.
6.3.3	Annual assessment of maintenance programmes combined with weekly inspections.	Ongoing	GSO	Existing revenue budget		Maintenance programmes satisfactory. No major changes.
6.3.4	Regular cleaning and litter picking.	Ongoing	GSO	Existing revenue budget		Park litter picked on a regular basis.

6.4 Environmental Management						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.4.1	Identify resource to develop a 10-year Conservation management plan to identify, protect and conserve the valuable historic and environmentally important landscape of the park.	Ongoing	GSO	To be identified		No Change.
6.4.1	Make and install bird boxes and bug hotels.	Summer	GSO	Fundraising		Postponed due to COVID restrictions.
6.4.1	Identify wildlife habitats protection zones.	Ongoing	GSO	Existing revenue budget		No progress.
6.4.1	Explore the creation of habitats to meet BAP targets as appropriate.	Ongoing	GSO	Existing revenue budget		No progress.
6.4.1	Where appropriate leave standing deadwood. Use logs to create log piles.	Ongoing	GSO	Existing revenue budget		No change.
6.4.3	Peat/pesticides are only to be used in specific circumstances and according to Council policy.	Ongoing	GSO	Existing revenue budget		Ongoing.
6.4.4	Green waste to be re-used as compost, feed/bedding or mulch where possible.	Ongoing	GSO	Existing revenue budget		Tree debris chipped on site if possible, grass clippings are cut/fly, hay cut is postponed 2020 due to contractor withdrawing service late in the season.
6.4.5	All vehicles to be fuel efficient, maintained to a high standard and noise is kept to a minimum.	Ongoing	GSO	Existing revenue budget		BEST undergoing review of fleet.
6.4.6	Propagate existing planting to extend planting areas and fill gaps.	Ongoing	GSO	Existing revenue budget		Will review Jubilee Walk for 2021.
6.4.7	Continue with current council policy in ensuring waste goes for incineration rather than landfill.	Ongoing	GSO	Existing revenue budget		Ongoing.

6.5 Biodiversity, Landscape and Heritage						
Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.5.1	Expand current History Walk programme to include grounds of High Leigh.		GSO High Leigh	High Leigh	History walk will include High Leigh grounds and a refreshment break.	No progress.
6.5.1	Within the 10-year conservation management plan ensure that it captures the park's full potential as a site of historic interest.	When resource allows	Bob Ivison	Friends of Barclay park		No progress.
6.5.2	Develop a joint plan of work with High Leigh to enhance the original estate landscape.	Ongoing	Bob Ivison	High Leigh Borough of Broxbourne Friends of Barclay Park.		Outstanding.

6.5.2	Seek for the inclusion of the park and the wider estate on the Register of Historic Parks and Gardens.	In hand	Bob Ivison	High Leigh Borough of Broxbourne Friends of Barclay Park	Outstanding.
6.5.3	To maintain all soft landscaping features, carry out repair and restoration where appropriate.	Ongoing	GSO	Existing revenue budget	GM / Volunteers / GSO carry out when required.
6.5.3	Reseed wet meadow with suitable seed mix.	Spring	GSO	Existing revenue budget	Rescheduled for 2021.
6.5.3	Add Aster Sapphire plants to Jubilee Walk to mark the Queens' Sapphire anniversary.	Spring	GSO	Locality budget / Existing revenue budget	Planting up gaps scheduled for Winter 2021.
6.5.3	Weed and mulch Jubilee walk.	2 February 2 March 5 October 2 November	GSO Barclay park volunteers	Existing revenue budget	Postponed due to COVID restrictions.
6.5.4	Arrange pond dipping sessions with schools and local groups and record species found.	Ongoing	GSO Trained volunteers	None required	Sessions undertaken directly by schools.
6.5.4	Wildlife survey undertaken by volunteers.	3 August	Barclay Park Volunteers GSO	None required	Postponed due to COVID restrictions.
6.5.5	Cultivate ground and sow annual section of WW1 meadow.	6 April	Barclay Park Volunteers GSO	Existing revenue budget	Rotavated in January, did not sow due to COVID restrictions.
6.5.5	Arrange annual haycut of meadow and wet meadow areas.	End of summer	GSO	Existing revenue budget	Hay cut postponed due to contractor withdrawing service late in the season.
6.5.5	Carry out maintenance to WW1 meadow	4 May	Barclay Park Volunteers	Existing revenue budget	Ongoing
6.5.5	To create buffer strip between car park hedge and amenity grassland.	Ongoing	GSO Environmental services	Existing revenue budget	Relax mowing regime from start of growing season.
6.5.5	Look at possibility of installing bat bricks under bridge to encourage Daubenton bat – protected species.	When resource allows	GSO Friends of Barclay Park	To be identified	Outstanding.
6.5.5	Scallop area in between Spitalbrook and wet meadow, one section per year on a 3-year rotation.	Autumn	GSO Wednesday Volunteers	Existing revenue budget	Works outstanding, will review for 2021 season.
6.5.6	Arrange visit with Arboriculture officer and High Leigh to identify suitable trees for inclusion into tree trail.	Summer	GSO Arb officer High Leigh	None required	Outstanding.
6.5.6	Re-design tree trail leaflet to include above and expand to include neighbouring areas.	Autumn	Arb officer Bob Ivison	Friends of Barclay Park	Outstanding.
6.5.7	To maintain the restored lake, spitalbrook and the sluice gate system.	3 August	GSO Barclay Park Volunteers	Existing revenue budget	Ongoing.
6.5.7	Undertake an annual lake check carried out by volunteers.	3 August	GSO Barclay Park Volunteers	Existing revenue budget	Ongoing.

6.5.8	Maintain the areas around the Pulham Bridge so that they are kept clear and undergrowth does not interfere with the structures.	Ongoing	GSO Environmental services	Existing revenue budget	Works carried out, stumps removed etc.
6.5.8	Undertake regular inspections of the Pulham Bridges.	Ongoing	GSO	Existing revenue budget	Carried out by staff and FOBP.
6.5.8	Working with Lowewood Museum to extend the Pulham Trail into Barclay Park and High Leigh.	Ongoing	GSO Lowewood Museum	To be identified	Works outstanding.
6.5.9	Look to submit joint application with High Leigh to the register of Historic Parks and Gardens.	In Hand	Bob Ivison	None required	Outstanding.

6.6 Community involvement

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.6.1	To hold bi-annual meetings with the Friends of Barclay Park to assist and facilitate their development.	5 February 15 October	GSO High Leigh	High Leigh to provide refreshments		Monthly meetings took place Jan & Feb, all others postponed due to COVID restrictions.
6.6.1	To hold an Annual General Meeting in June to which all members of the community are invited.	11 June	GSO High Leigh	High Leigh to provide refreshments		Postponed due to COVID restrictions.
6.6.2	To recruit volunteers from the current park users, local residents and wider community to enable the further development of Barclay Park Volunteers.	Ongoing	GSO Friends of Barclay Park	None required		FOBP, Groundwork and 'Kick the Dust' youth engagement project Postponed due to COVID restrictions.
6.6.2	Engage with charity representatives to encourage events in the park.	2 June 8 September	Charity organisers GSO	Existing revenue budget Sponsors	Easter Egg Hunt Banana Hunt Family fun day Family funday	Postponed due to COVID restrictions.
6.6.2	To identify events/activities to engage with local schools/young people.	20 April 17 August 2 June 8 September	GSO Friends of Barclay Park	None required		Ongoing.
6.6.2	Encourage and provide opportunities for High Leigh Staff and users to visit and volunteer in the park.	Ongoing	GSO High Leigh	None required		Outstanding.
6.6.2	Encourage Robert Barclay Academy staff, students and their families to participate in volunteering tasks.	Ongoing	GSO School staff	None required		No change.
6.6.2	Investigate the opportunity to develop relationship with Town Centre Management Committee to include the park in more high street planned activities/events.	Ongoing	Friends of Barclay Park	None required		No change.
6.6.2	Advertise volunteer tasks in noticeboard, around park, Websites and FB page.	Ongoing	GSO Friends of Barclay Park	Existing revenue budget		FOBP, Council website and ParksHearts.

6.6.3	To make available the opportunity of donating memorial trees or other planting in keeping within the context of a pre-planned planting scheme.	ongoing	GSO	Donors pay costs	No limited tree donations however plaque requests received and processed also looking at additional options.
6.6.3	Investigate the possibility of local park users and others being able to leave a financial legacy to the Friends of Barclay Park for future improvements.	Ongoing	Treasurer	None required	Pulham bridge works – potential foundation to improve the railings.
6.6.4	To work with local police, parkguard, park users and local community in taking action to address crime issues to comply with crime prevention and safer community strategies.	Ongoing	GSO Friends of Barclay Park	Existing revenue budget	Ongoing.

6.7 Marketing and Communication

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.7.1	Make the minutes of meetings available to the Council and Friends website.	Ongoing	Secretary - GSO Environmental support assistant	Existing revenue budget		Ongoing.
6.7.2	Produce event timetable and communicate via email, websites, FB page and noticeboard.	January	GSO	Existing revenue budget		Postponed due to COVID restrictions.
6.7.2	Arrange events.	All year round	GSO Friends of Barclay Park	Existing revenue budget charity Sponsorship	Birdwatch, history walks, Easter egg hunt, banana hunt, family fun days, pond dipping	Postponed due to COVID restrictions.
6.7.3	Regular inspection, cleaning and update notices by Barclay Park Volunteers.	7 December	Barclay Park Volunteers	Existing revenue budget		Ongoing.
6.7.4	Maintain and update Friends website.	Ongoing	Mark Whipperman	Mark Whipperman		Ongoing.
6.7.5	Apply for continued Green Flag status.	January	GSO Green spaces manager	Existing revenue budget		Completed.
6.7.6	Promote events and VolunteerTasks, add photos and write ups to FB page after event.	Ongoing	Bob Ivison	None required		Ongoing.
6.7.7	Encourage contact with groups, publish and circulate newsletter promoting website, social media and posters.	summer	GSO	Existing revenue budget		Ongoing.
6.7.8	Arrange Green Flag celebration, raise new flag.	17 August	GSO Friends of Barclay Park	Sponsors		Limited socially distanced celebration took place.
6.7.9	Support and promote Parks Herts App.	Ongoing	GSO	None required		Ongoing.

6.8 Management

Vision and objectives	Action	Timescale	Responsibility	Resource	Comments	Progress to date
6.8.1	Quarterly review of action plan and annual update of management plan.	Quarterly	GSO	Existing revenue budget		Ongoing.
6.8.2	Hold regular meetings with the Friends of Barclay park to keep them updated and engaged in the management planning process.	Monthly	GSO Friends committee	Friends of Barclay Park		January & February took place, others postponed due to Covid.
6.8.3	To monitor and manage service delivery by Environmental Services and external contractors and deal effectively with any issues.	Ongoing	GSO	Existing revenue budget		Ongoing.
6.8.5	Keep up to date with funding body requirements eg HLF and others. Monitor professional press for new funding streams.	Ongoing	GSO	None required		Ongoing.
6.8.6	Look to further develop relationship with football/cricket clubs.	Ongoing	GSO Friends of Barclay Park	None required		Ongoing.
6.8.7	Collate survey results, analyse the survey responses to help determine the level of investment required for future developments.	Ongoing	Friends of Barclay Park	None required		No change.
6.8.8	Continue to identify funding options for future improvements.	Ongoing	GSO Friends of Barclay Park	None required		Ongoing.

Barclay Park 2019



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Appendix O: Action plan map 2020 year 3 of 5

Barclay Park 2020



Appendix P: Action plan map 2022 year 5 of 5

Barclay Park 2022



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Appendix Q - Green Flag Award Feedback 2019

Desk Assessment Feedback

Criteria	Strengths	Recommendations	Broxbourne Action
Presentation	<p>The Management Plan is well constructed and informative.</p> <p>The Aims and Objectives are clear, and the annual Action Plans provide comprehensive details of past, current and future work.</p> <p>Good use of images and photos throughout, and site plans to show location of proposed future improvements.</p>	<p>Perhaps include an organisational structure chart to provide a visual illustration of the park management arrangements, roles and responsibilities.</p> <p>Would like to see more details about finance and revenue budgets, and clarification of maintenance regimes.</p>	<p>Comments included and structure chart has been included.</p> <p>Similar to other authorities the Council now has a combined Green Spaces budget. Previous contract rates are over 10 years old and are out of date. Maintenance regimes are in section 5 of the Management Plan and on the Council's website.</p>
Health, Safety and Security	<p>Security and approach to dog control and fouling (e.g. Public Space Protection Order – Control of Dogs) covered in section 2 and Appendix G.</p>	<p>Could consider compiling and including Crime Audit statistics so that the effectiveness of Park Guard and other related crime and ASB initiatives can be monitored and evaluated.</p>	<p>Comments noted</p>
Maintenance of equipment, buildings and landscape		<p>Would like to see further details of the current annual revenue budget and current/future capital programme and budget allocation for the site.</p> <p>Although links to the Council's website are provided perhaps consider including further details of the routine maintenance regimes and schedules for the site.</p>	<p>Combined Green Spaces revenue budget. Capital budgets to be included in Management Plan once secured.</p> <p>Comments noted</p>
Litter, cleanliness, vandalism		<p>As per the 2017 Judge's Report would like to see details of the arrangements for bin emptying (e.g. frequencies, response times etc).</p>	<p>Bins are emptied on a daily basis as underlined in 5.5 site care.</p>
Environmental Management	<p>Appendix E – copy of Peat Use Policy provided.</p> <p>Appendix F – copy of Pesticide Policy provided.</p> <p>Sustainability – covered in section 2.7.</p>		
Biodiversity, Landscape and Heritage	<p>Policy Context (Section 4.1) provides good detail about the Tree Strategy and Biodiversity Action Plan.</p>	<p>Would like to see further details about the management and maintenance regimes for key area of the park, including formal areas, grassland, lake and Spital Brook, wild flower meadow, wetland meadow, woodland etc.</p>	<p>Comments noted.</p>
Community Involvement	<p>Appendix C – good to see a copy of the Volunteer Event and Task Programme for the next 12-month period.</p>	<p>Would like to see more information about the community event programme.</p>	<p>Details provided in appendix C and updated in the Management Plan.</p>
Marketing and Communication	<p>The Management Plan is easily accessible c/o the Borough of Broxbourne website.</p> <p>The 2017 Judge's Feedback Report recommended that marketing and communications could be better represented in the Management Plan. This looks like it has now been addressed in section 4.6 and the Annual Action Plan provides details of associated plans and initiatives.</p> <p>Tree Trail leaflet is attractive and easy to follow.</p>		

Criteria	Strengths	Recommendations	Broxbourne Action
Overall management	The Management Plan is obviously an effective operational document that guides the management, maintenance and development of Barclay Park by BEST, the Friends and volunteers.	The Management Plan lacks specific financial information, so this could be an area for investigation and improvement. Green Space Co-ordinator – role and responsibilities need to be clarified.	Comments noted Comments noted

Field Assessment Feedback

Criteria	Strengths	Recommendations	Broxbourne Action
A Welcoming Place	Initial impressions are good and in general the site is welcoming, and the entrances are well maintained. Appropriate signage is provided, and the information is up to date and informative.	Beech Walk entrance – Existing barriers don't currently deter/stop bikes etc. Design and condition of barriers could be improved, or alternatively barriers relocated to the opposite end of Beech Walk. Rosehill Close entrance – consider installing another noticeboard rather than display information on the adjacent railings. High Leigh Estate/Jubilee Walk entrance – could be improved as it is in poor condition and barbed wire removed. Similar issues raised in 2017.	Comments noted. Will look at options that still provide access for buggies and growth in the use of utility scooters. Suggestions noted and likely to be linked to school access Boundary fence responsibility of the estate not the park. Barbed wire as the have grazing cattle.
Health, Safety and Secure	Park layout, design and standards of maintenance help create an environment that feels welcoming and safe. The Cats and Dogs mobile catering van is a great initiative and encourages visitors to stay longer in the park and socialise. The operator was friendly and approachable. The presence of Park Guard helps provide reassurance to visitors and the staff were friendly and approachable.	Path widths and surfacing could be improved in places to remove potential access barriers (e.g. sections along Beech Walk parallel with the Hoddesdon Town FC boundary). Possibly a longer-term initiative and obviously subjected to funding (capital and revenue), but visitors, especially families with young children, would no doubt welcome the addition of public toilets in the park. However, the benefits would need to be considered alongside the potential negatives (e.g. potential increase in ASB, increased revenue costs etc).	Comments noted. Toilets were provided but closed due to misuse and not in an ideal location. May be linked to future onsite catering service.

Criteria	Strengths	Recommendations	Broxbourne Action
Well Maintained and Clean	<p>Overall the park was free of litter and although there was some evidence of dog fouling the level was 'minimal' and no more than expected for a popular urban park.</p> <p>A large number of seats/benches available and the WWI commemorative benches were high quality.</p> <p>Signage – good level of high-quality provision including entrance signs, interpretive panels and public information signs (e.g. no fishing and responsible bird feeding signs).</p>	<p>Not many litter bins (e.g. relative to other furniture) but park free of litter, so possibly a deliberate management decision.</p> <p>Some seats in 'obscure' locations and no coherent plan evident, so could be reviewed and seats placed in more 'logical' locations.</p> <p>The children's playground requires investment, so it was good to hear about the future plans for this key facility.</p> <p>Similarly, the car park off Cock Lane requires similar investment, but this may be outside the direct control of BEST. Seats/benches – could consider some rationalisation and review locations.</p> <p>Some minor graffiti on the dog bin adjacent to the High Leigh/Jubilee Walk pedestrian entrance.</p> <p>Some lack of clarity regarding site boundaries (especially around the 'rear' entrances) in terms of ownership and responsibility.</p>	<p>Comments noted. The site has had a bin survey 3 years ago and suitable bins provided.</p> <p>Have recently changed policy on commemorative benches and now only offer plaques.</p> <p>Car park is the responsibility of Herts County Council.</p>
Environmental Management	<p>Lake improvement works – established and helping to tackle problems of bank erosion and provide valuable wildlife habitats.</p> <p>2017 Tree Survey – helping to ensure that tree stock is well managed and maintained.</p>	<p>The route and impact of the proposed new 'school' footpath across the park will need to be carefully considered as this could introduce various challenges e.g. potential desire lines, increased litter, low level ASB etc.</p>	<p>Comments noted although proposed path will help improve access to all users of the park.</p>
Biodiversity, Landscape and Heritage Community Involvement	<p>Ornamental bridges – well maintained.</p> <p>Friends Group is clearly well established, enthusiastic and knowledgeable. The relationship with BEST appears positive and constructive.</p> <p>The Friends have a high level of autonomy in terms of delivery of the Management Plan and associated Annual Action Plan.</p>	<p>Investigate the provision of a barrier/hand rail to improve safety.</p> <p>Details of the Volunteer Programme was displayed on site but last event (of 3) was on the 1st June. Need to ensure that the information is kept up to date.</p> <p>The display of plaques celebrating various past community initiatives (e.g. bulb planting), but nothing after 2012</p> <p>Area adjacent to the path in front of the plaques was worn, requires repair and maintenance.</p>	<p>Comments noted.</p> <p>Comments noted.</p> <p>Bulb planting was a five year project that finished in 2012.</p> <p>Comments noted.</p>
Marketing and Communication	<p>Signage is generally good quality and is being used effectively to promote park related events, activities and projects.</p>		

Criteria	Strengths	Recommendations	Broxbourne Action
<p>Management</p>	<p>Overall management of Barclay Park is very good and benefits from the effective partnerships that have been developed with the Friends, Park Guard and other key partners.</p> <p>The Annual Action Plan process is helping to identify the need for ongoing/future improvements and ensure that these are delivered in accordance with an agreed timetable.</p>	<p>Continue to develop the partnership with High Leigh Estate, and other key stakeholders (e.g. football club). Further clarification of the park maintenance arrangements required.</p>	<p>Comments noted.</p>
<p>Additional Comments</p> <p>Barclay Park is a great community green space. In the current climate, and in partnership with Friends Group, BEST is doing very well to provide a well-maintained park for the community to visit and enjoy.</p> <p>It is a well managed and maintained green space and provides a variety of experiences for visitors. The proactive involvement and support offered by the Friends Group demonstrates that the park is valued by the local community.</p>			<p>Comments noted.</p>

APPENDIX R. PARKSHERTS – HERTFORDSHIRE PARKS WEB PROJECT

1. Background and Challenge

ParksHerts originated from the Hertfordshire Association of Cultural Officers Parks Officers Group (HACO) which recognised that there was a lack of consistent, accessible and good quality online information about the county's parks and open spaces. This is a particular challenge for a county such as Hertfordshire where park ownership is spread across administrative areas.

Hertfordshire also faces challenges to address the levels of obesity and physical activity within the population. 62.8% of Hertfordshire adults (2013-15) and 36.7% of children in year 6 (2015) were classified as overweight or obese with only 58.7% of adults classed as physically active (2015). (source: Public Health England. 2016).

Public Health Outcomes Framework (Online)).

2. The Project



ParksHerts provides an innovative solution to these challenges. It's a mobile-first website application providing a single information point for over a hundred of Hertfordshire's parks and open spaces from recreation grounds through to woodlands and award winning flagship parks, irrespective of administrative ownership. It provides a way for people to discover and enjoy sites they know and those that they haven't yet discovered, whilst also supporting people to make outdoor exercise part of their everyday lives.

Funding for the project was secured from Hertfordshire County Council Public Health, all ten Hertfordshire District/Borough Councils and one Parish Council. Support from partners has been both financial and as officer time from communications teams, public health officers and from parks teams who will maintain the information on their own parks into the future. Hertsmere Borough Council led the project on behalf of the partnering authorities through the specification, procurement, design, data entry and training stages and will continue to be the overall administrative contact point.

ParksHerts is a clear demonstration that cross county projects really can and do work and a great tool to encourage greater park use and promote our parks, including Green Flag sites.

To remove barriers to access it is important that the site is as user friendly as possible. To support this, online and face to face consultation was undertaken.

Visit the ParksHerts web application today - www.parksherts.co.uk – and find your perfect park!

You can also like us on: facebook/ParksHerts, or on twitter: @ParksHerts and Instagram: ParksHerts or email parksherts@hertsmere.gov.uk.



Key features of the site include:

- A simple, attractive design with generic appeal that changes with the seasons.
- A mobile friendly site which can be used on desktops, tablets and mobi devices reflecting the desire from users to research at home and whilst out and about.
- The same basic info on each park (prioritised via user consultation and feedback).
- Ability to filter parks by categories – including who is going to the park, what activities you'd like to do and the facilities offered.
- Activity routes are marked on the maps ranging from easy access (pushchair and wheelchair friendly) through to running routes, nature trails and orienteering. Step counts are provided for each.
- How to find the way in to the park: on foot, via public transport and by car.
- Exact car park locations are provided with links to google maps.
- Ability to promote park events via specific 'events' area.
- Clickable points of interest.

- Ability to focus on what's important by personalising the points of interest that appear on the map.
- I'm in this park button provides a GPS 'where am I' location.



Links between the website and participating council's websites are in place to help drive traffic to the site.

Publicity material available includes roadside banners, posters and branded bags and water bottles. These have been distributed between partners for use in the parks or at events.

Since the launch, a blog feature has been created which is proving to be a useful way to highlight specific parks or activities taking place in the parks which can be promoted.

An advert for site can be found on the 2017/18 bus timetables across the whole of Hertfordshire.

- 25% found us via search engines
- 24% came directly
- 40% linked through via social media

Social Media techniques to be used:

- On Twitter posts use the daily hashtags e.g. Monday Motivation, Tip Tuesday – this widens the audience considerably.
- Tag in more popular twitter users – has led to retweets
- Pick up on relevant news stories
- Link through to wider, popular events e.g. Health Walks – known events and link directly through to the right page on the site
- Use animation, visual representations of the site, linked to the time of year
- Use real photos from the Hertfordshire parks

1. Outcomes

In the first six months since the site was officially launched, there has been:

- 6,200 unique users
- 8,500 sessions
- 30,000 page views
- 60% of user's access through mobile or tablet indicating potential usage whilst in the park.

The most popular pages are the parks search page followed by the events page. Visitor numbers can be checked and peaks in usage can be linked to particular tweets or promotional activities. Seasonal reports will collect user numbers.

2. Promotion and Social Media

The ParksHerts website application was launched to the public at the Hertfordshire Green Flaa Award



event held at Cassiobury Park, Watford on 21 July 2017. The press release can be found in Appendix 8.

Publicity and promotion of the site is a partnership effort coordinated by communication professionals from the participating councils, using facebook, twitter and Instagram, resident's magazines, partner websites and newsletters.

3. Next Steps

Three key aims have been identified for 2018 to further develop the web application and ensure that people use and re-use ParksHerts.

- 'Keep going and keep growing' – site to be kept up-to-date with new data. Additional sites to be added, from existing partners as well as expansion to other parks providers within the county. New opportunities of features within the site are also possible and will be added as appropriate within the budget.
- 'Governance' – a 'board' of key members from the partnership will be formed to take key decision over future developments, costings and ensure continual input from all partners.
- 'Widen usage' – the coding and design is owned by the ParksHerts partnership. Opportunities exist to for other authorities or partnerships of authorities across the country to 'purchase' the coding at a fraction of the original cost. Take up would help to ensure that ParksHerts is fully sustainable but more

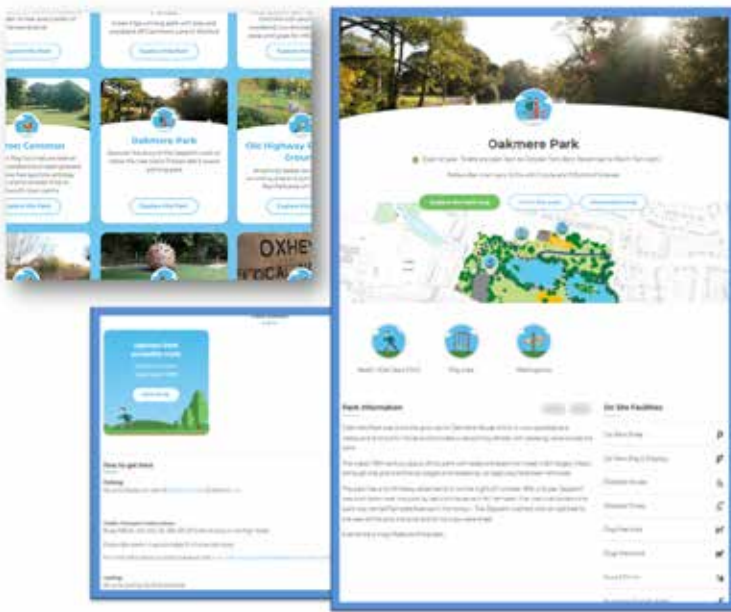
- importantly promote the huge benefits that's parks offer to people's everyday lives across the country.

The above stats show that 239 users have visited the site, ranking the park as the 14th most popular, as well as the 7th in Hertsmeire and the 5th Flagship. As the data builds up over a longer period of time, day visits and points of interest views will show trends and more accurate usage and enable a wider range of reports to be generated.

1. Oakmere Park on ParksHerts

By using the filters, users are able to find the park that best suits their needs and can sort alphabetically, by popularity or by nearest.

The park can then be selected which opens up an easy to use specific park page with opening times, an interactive map showing points of interest and routes, text information, features, routes and directional information.



The site also contains a simple back office administration system for parks managers. This allows any changes to the park to be easily updated but also allows statistics to be collected. These show visitor numbers to the park, equating visitors numbers per hectare (providing comparable ranking to other parks in the district or 'type' of park), route completion and the most popular points of interest. It is envisaged that this data will be able to assist future management decisions, particularly with identifying the future needs of points of interest/parks features.





Playground risk assessment for Barclay Park

Company name: BEST Assessment carried out by: D Renouf

Date of next review: Date assessment was carried out: 3/07/20

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Spread of covid-19	visitors	Signage encouraging social distancing Signage encouraging use of their own hand sanitiser. Signage reminding users not to touch their face/mouth. Signage saying no food/drink to be consumed in the area. Signage reminding users to wash hands				

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
		<p>thoroughly when they get home. Signage asking users to use their own hand sanitiser wipe to down equipment before/after use. Signage saying if area busy come back at another time. Signage asking users to stay safe and using area is at their own risk.</p> <p>Remove nest swings that enable closer contact. Limit the number of swings to help maintain social distancing.</p>				

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
		Use website/social media to communicate safe usage measures.				
	staff	Staff work at safe distance. Staff maintain 2M distance when approached by public. Staff to wash hands whenever they have access to washing facilities following the 20 second advice Staff to politely ask members of the public to maintain social distancing from them where necessary.				

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
		<p><i>Hand sanitiser gel made available but this is secondary to hand washing.</i></p> <p><i>Frontline staff to wear gloves at all times and change them frequently.</i></p> <p><i>Staff are advised to avoid touching their eyes, nose or mouth with unwashed hands</i></p> <p><i>Staff displaying symptoms of Coronavirus should stay at home and self-isolate for 7 days</i></p>				

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Faulty equipment	users	<p><i>If household members are displaying symptoms staff should self-isolate for 14 days</i></p> <p><i>Crews to clean touch points within vehicles daily with wet wipes provided</i></p>				
		<p>Undertake routine inspections. Bring forward operational</p>				


What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
		inspections prior to site opening. Thoroughly check and repair any items prior to refitting.				

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

Published by the Health and Safety Executive 10/19

APPENDIX T. BEST - CORONAVIRUS RISK ASSESSMENT

Risk Assessment

Risk Assessment Number		Gen11				Action by whom?		Action by when?			
Location of task		Borough wide				What further actions/risk controls are necessary?					
Activity being assessed		Coronavirus (COVID-19)									
Name of assessor		John Mill				Date of assessment		Oct 2020			
Other people consulted		Glen Fitzwater, Lisa Carroll									
Description of hazard and hazardous event	Who might be harmed and how	Inherent Risk			What are the existing controls	Residual Risk					
		L	S	T		L	S	T			
Spread of the Coronavirus within the depot	Operatives and office staff, contracting COVID-19	4	5	20	Hygiene <ul style="list-style-type: none"> All hard floors to be washed every weekday All carpets to be vacuumed every weekday All sanitary ware to be cleaned every weekday Liquid soap to always be available at hand washing facilities All handles and touch points to be cleaned twice per day Staff to wash hands whenever they have access to washing facilities following the 20 second advice Frontline staff provided with their own individual hand sanitiser (refilled on request) Hand sanitiser provided in reception areas Anti-viral wet wipes provided to crews to maintain hygiene where access to washing facilities on the route is not available Desk based staff to be responsible for the cleanliness of their work station (cleaning 	2	5	10			

Risk Assessment

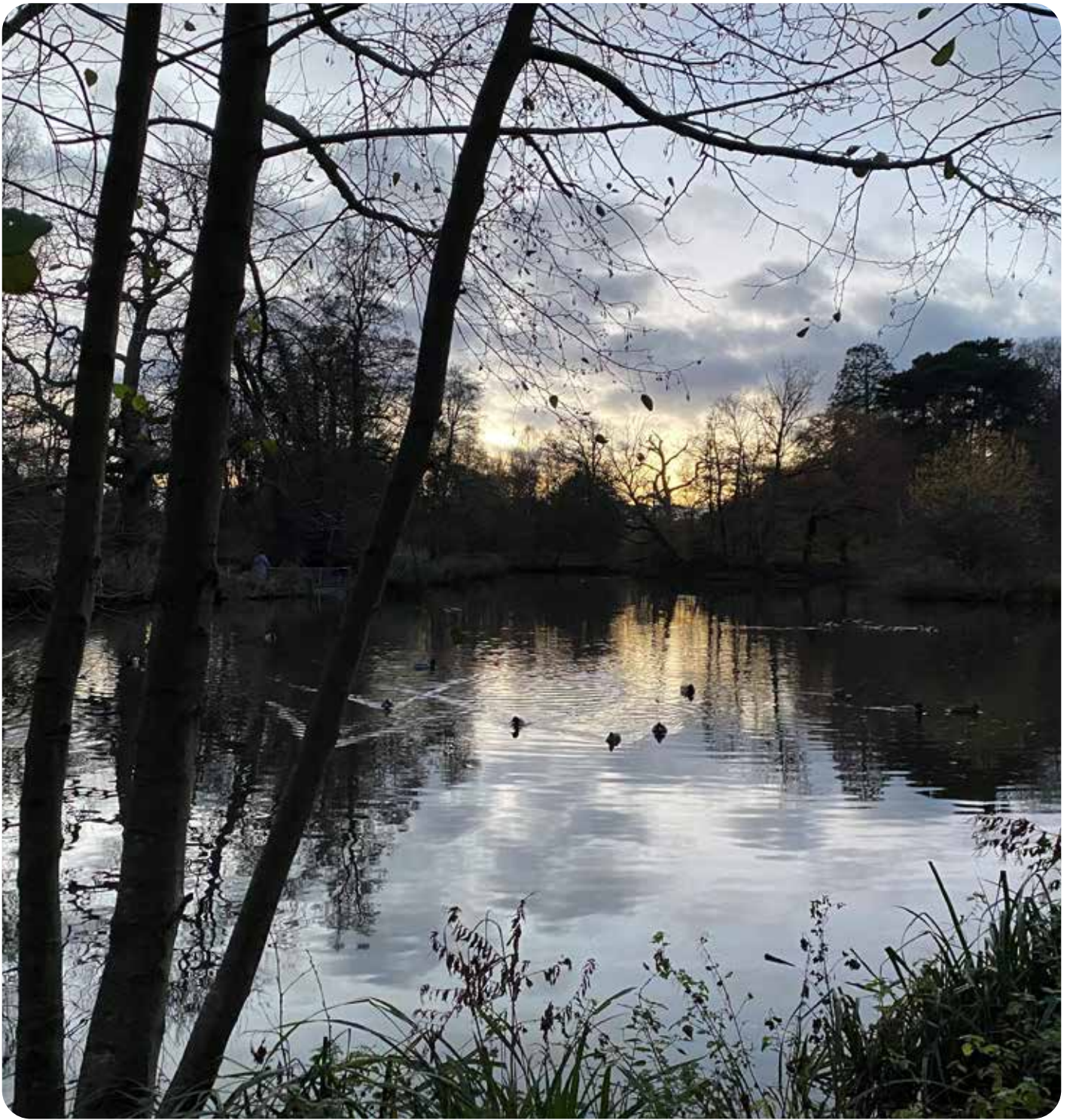
<p>Spread of the Coronavirus when working</p>	<p>Operatives; contracting COVID-19</p>	<p>4</p>	<p>5</p>	<p>20</p>	<p>materials and gloves to be made available)</p> <ul style="list-style-type: none"> • Staff to make their own drinks in their own receptacles <p>Social Distancing</p> <ul style="list-style-type: none"> • 2 metre social distancing to be maintained • Social distancing signage erected within the depot • Staff are to work from home where possible and remaining staff are to spread themselves around the office to maximise social distancing • Where staff are sitting opposite one another on back-to-back desks, 600mm high desk screens are to be provided • Reception desks to be fitted with full height screens • Only one person at a time permitted in frontline receptions areas to issue/return keys and paperwork <p>Other</p> <ul style="list-style-type: none"> • Staggered start times implemented where appropriate to minimise gatherings of staff at the start and end shifts • Staff exiting the upstairs areas to given priority to exit the building • Passengers in vehicles to exit the vehicles as soon as they enter the depot • Office staff to wear coverings/visors when unseated in circulation, meeting, toilet and kitchen areas • Fan heaters are not permitted as a heat source • Visitors to provide their name and contact details (kept for a minimum of 21 days) for NHS Test and Trace if requested • Memo issued to all staff regarding the importance of hygiene. • 2 metre social distancing to be maintained where practicable • Staff to politely ask members of the public to maintain social distancing from them where necessary 	<p>2</p>	<p>5</p>	<p>10</p>		
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Risk Assessment

			<ul style="list-style-type: none"> • Signs displayed in waste vehicles asking members of the public to not approach staff • Frontline staff to wear gloves at all times and change them frequently (sufficient stock to be maintained). • Breaks to be taken outside the cab where ever possible • Crews to be kept together where possible (work family) to minimise possible cross spreading • Agency pool to be contained to the same staff where ever possible • Open windows in vehicles / well ventilated works spaces are encouraged • Loaders are to avoid driving to the tip • Loaders to walk short distances instead of short hops in and out of the cab • Loaders to meet drivers on the route in the morning where possible • Loaders to go home from their route once approved by their supervisor where possible • Staggered waste loading so crews do not congregate around waste/recycling points on vehicles • Crews to clean touch points within vehicles daily with wet wipes provided. • Electrostatic cleaning of waste vehicles. • Where vehicles become available due to absence, these are to be utilised to minimise the number of staff in vehicles. • Staff are advised to avoid touching their eyes, nose or mouth with unwashed hands • Staff to use a tissue for coughs and sneezes, or use your sleeve if a tissue is not available • Members of the public to be encouraged to disinfect bin handles and boxes before putting out waste/recycling and after taking it in 				
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Risk Assessment

Symptoms of Coronavirus	Operatives and office staff; contracting COVID-19	4	5	20	<ul style="list-style-type: none"> Managers and Supervisors to be vigilant in identifying staff that demonstrate symptoms before the start of the shift and advise them to go home Staff displaying symptoms of Coronavirus should stay at home and self-isolate for 10 days Staff with a positive test result should self-isolate for 10 days Staff who have come in close contact with someone within 48 hours of them displaying symptoms who has then tested positive should self-isolate for 14 days Infra-red thermometers to be made available to check staff temperatures Assistance provided to staff to obtain tests where possible 	2	5	10		
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