



Areas of Responsibility for Ball Grove

Trawden Forest Parish Council officially took ownership of a large part of Ball Grove Park on 1st November 2023.

There are three main contributors to the park; the Parish Council, the Grounds Maintenance Contractor and Friends of Ball Grove.

In order to establish who is responsible for the different areas of maintenance, the Parish Council Clerk has drawn up the table below. The Parish Council is responsible for the tender for grounds maintenance and tree works required on the park. If any issues are identified by any member of Friends of Ball Grove, this needs to be directed to the Parish Council Clerk who will decide how to deal with it. If necessary, the issue will be raised with the Parish Council at the next available meeting where the Councillors will decide how to resolve the issue. Members of Friends of Ball Grove should not contact the Grounds Maintenance Contractor direct to raise an issue with them, unless it is outside of the Parish Council owned area. A map of the area can be found in Appendix 1.

If Friends of Ball Grove have ideas that they would like the Parish Council to consider, these must be put in an email and sent to the Parish Council Clerk so that they can be added to the next available Parish Council meeting agenda for decision by Councillors. Friends of Ball Grove should not carry out any 'new' works where it incurs cost to the Council or where there is a change to the site without prior permission from the Parish Council.

Trawden Forest Parish Council	Grounds Maintenance Contractor	Friends of Ball Grove
Grounds maintenance contract	Carrying out ground's maintenance to the agreed specification	Maintenance of established raised beds
Capital expenditure	Bin emptying	Maintenance of steps installed
Flag Pole	Playground Inspections on behalf of the Parish Council	Wildflower area
Monthly visual inspection and following up on identified issues.	Input into the Park Plan	Recruiting volunteers for FoBG
Public liability insurance	Litter picking, as appropriate	Passing new volunteer information to the Parish Council
Playground equipment insurance		Area around silver birch trees
Volunteer policy		Input into the Park Plan
Volunteer master list		Small scale litter picking, weeding, pruning, light tree maintenance (not at height), planting, supervised building
The Park Management Plan		Carry out inductions for new volunteers
To complete the application for the Green Flag.		Providing hand tools, as required, for carrying out tasks
Annual RoSPA playground inspections		
Maintenance of playground equipment		
Car parks including lighting		
Signage		
Supply of gravel for track repairs		
Café tenant and lease		
Building maintenance		
Tree inspections		
Supply of hi vis vests and first aid kit for volunteers		
Paying of utility bills and recharging café tenant		

Appendix 1

