



Okehampton Town Council

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Simmons Park & Kempley Meadows Management Plan

1.0 INTRODUCTION

This plan has been prepared in fulfilment of a condition of grant award by the Heritage Lottery Fund to the site owner, Okehampton Town Council, for the restoration of Simmons Park. It should be read in conjunction with the Historic Landscape Survey and Restoration Plan which sets out the basis for the capital restoration works and the character and values of the park which this plan aims to conserve.

1.1 Timescale and Review

The plan is to be current over a ten-year period, from 1 January 2011 to 31 December 2021. It is to be reviewed by three dates:

- i) by 31 December 2016;
- ii) by 31 December 2018;
- iii) by 31 December 2021, at which time a second ten-year management plan is to be produced.

1.2 Area

This plan is to apply to Simmons Park and Kempley Meadows (pleasure grounds), the boundary of which is set out in the restoration plan. In future the plan may be extended to cover other amenities venues throughout the parish of Okehampton.

1.3 Objectives

The following objectives of management are derived from the restoration plan:

- i) to improve the maintenance of historic features, details, surfaces and surviving structures across the park;
- ii) to manage the park's surviving historic structures, planting and features based on the evidence of the Ordnance Survey second edition, 1932 revision, and historic photographs;
- iii) to conserve and improve the wildlife value of the site and public appreciation of wildlife, by managing and the diverse range of habitat types, consistent with the objective of conserving the designed historic landscape;
- iv) to maintain access across and to the park for people with disabilities;
- v) to seek public co-operation and consensus over the management of the park as and when such opportunities arise;
- vi) to encourage public use and activity within the park by maintaining the sense of security and by using the park for public events where this can be achieved without physical damage to the heritage asset or disruption of the quiet public enjoyment of the park.
- vii) Jubilee Park Status - to pursue an agreement to protect the status of Simmons Park against future development.

The management proposals which follow respond to the description of the park set out in the restoration plan and the above objectives.

Commented [EJ1]: Consider setting the plan for a further 10 years with reviews in December 2025, December 2028 and 2031

Commented [EJ2]: Remove as the Park is protected by the Charity Status

1.4 Byelaws

Byelaws under section 164 of the Public Health Act, 1875 and sections 12 and 15 of the Open Spaces Act, 1906, were made by the Mayor, Aldermen and Burgesses of the Borough of Okehampton with respect to Simmons Park in 1911. Subsequently these were confirmed by the Secretary of State on 23rd May 1972 and are still valid today.

2.0 SOFT LANDSCAPE MANAGEMENT

2.1 Lawns

Existing lawns are to be maintained by regular mowing 14-20 times per annum with cuttings removed for all the cuts preventing excess cuttings on the sward. Cuttings are removed to the dedicated compost bays and mixed where necessary. Land drains are to be cleaned annually from inspection points or outfalls and repaired or replaced where drainage fails. Areas of disturbed ground or compaction are to be cultivated and reseeded to a fine ryegrass-free seed mixture and temporarily fenced off using bent canes or coppice sticks. Where excessive moss or weeds occur, lawns should be improved firstly by surface raking, hollow tining, sand dressing or other appropriate works, including surface dressing with organic fertiliser, in preference to use of selective herbicides, due to the proximity of the river. Steep areas and edges, including around rockwork, are to be strimmed at the same time as mowing.

2.2 Shrub and Flower Beds

Shrub and flower beds are to be kept weed free by regular hoeing; spot use of glyphosate herbicide on perennial weeds; cultivation by hand and compost mulching each spring and autumn; and periodic lifting, dividing and deep cultivation of herbaceous beds at three to five year intervals. The following shrubs should be pruned to best horticultural standards every spring:

Aucuba
Forsythia

The following shrubs should be pruned to best horticultural standards after flowering or every autumn:

Buxus
Rhododendron
Prunus laurocerasus

The following shrubs and plants should be vigorously deadheaded at least twice each flowering season:

Roses
Weigela

Gaps at the front of beds should be infilled with bedding plants and spring bulbs as indicated on the landscape contract planting plans. Beds should be inspected monthly.

2.3 Specimen Trees

Individual trees and woodland areas should be inspected annually by an Arboricultural Association approved contractor to ensure that:

- Unsafe, dead or dying trees posing safety risks are made safe or removed;
- Important historic specimen trees are maintained in a good health and aesthetic condition and with adequate space for visual appreciation by visitors to the park;
- Specimen trees are retained to their maximum safe biological life.

Tree works should only be undertaken by a similarly approved and experienced arboricultural contractor, working to a minimum of BS 3998. The standard of safety

will differ between trees overhanging footpaths and trees in the centre of denser parts of Solon's Copse. Tree works will be subject to Conservation Area consents.

Oak tree bowling green - to maintain a watching brief on the condition of this specimen.

2.4 Woodland Trees

Solon's Copse is to be managed on a coppice-with-standards basis, a third coppiced and thinned every five years, so that a fifteen-year rotation is established favouring oak standards, hazel and other native coppice trees. Some overstorey trees will need to be felled at intervals. This work is subject to Conservation Area and Felling Licence consents and conditions. Work should only be carried out by experienced staff or contractors with chainsaw certificates, primarily by handworks. Felled material is to be left in situ as habitat piles, or removed by hand as firewood or poles, due to the limitations of access. Where, exceptionally, a timber tree has to be removed, extraction by an experienced horse logging contractor should be considered.

2.5 Tree Report

Following the receipt of a preliminary tree report, to adhere to the recommendations contained therein and to plant new specimens when required following the removal of diseased, unsafe or dying trees. The inspections are to be carried out every 18 months to 3 years depending on the use of the area.

2.6 Woodland Ground Flora

Within Solon's Copse, the natural ground flora is to be allowed to regrow between coppicing. Elsewhere within the park, ground flora is to be managed as follows:

- Bramble, bracken, sycamore and maple regeneration and other weed species are to be cut and removed annually;
- Natural regeneration of oak, beech, yew and ornamental species is to be thinned progressively where required for replacement, subject to the character of individual areas (such as beech preferred within the beech wood area);
- Ornamental semi-natural species such as butcher's broom, bluebell, daffodils and stinking iris are to be protected and retained;
- Replanted larch behind Chalet Treloar are to be periodically thinned to favour open grown, deep-crowned picturesque form 'alpine' larch;
- Dense prickly vegetation is to be retained behind Mayor's Seat and other locations where erosion caused by pedestrians or cyclists can or does occur;
- Laurel and *Rhododendron ponticum* are to be trimmed annually or coppiced individually on a ten year rotation;
- Viewpoints identified on the restoration plan are to be pruned annually where necessary to retain views.

2.7 Riverbank

The riverbank vegetation is to be managed by selective annual trimming in September to maintain views, periodic coppicing of alder and sycamore and retention of riverside oaks. Control invasive weeds such as Japanese knotweed and Himalayan balsam using herbicides agreed by the Environment Agency.

2.8 Leaf Collection

Autumnal leaf collection should be carried out for all paths and minimum 300mm wide verges, all lawns, beds and water features. Leaf collection is not required in woodland areas. Leaves are collected and removed to the compost site.

2.9 Hedgerows

Boundary hedgerows to be trimmed annually and, where thin, subject to trespass or over tall, cut and lay at 10 to 20 year intervals, using existing planting, infilling where necessary with hawthorn and hazel.

2.10 Planted Specimen Trees

Maintain newly planted specimen trees by maintaining a weed-free area, 2m diameter and maintain much 75mm deep; checking ties are firm, but loosen in season to allow stem growth; remove all ties and stakes after two years growth; avoid use of strimmer close to tree; carry out formative pruning annually to arboricultural standards.

2.11 Plant and Equipment

To maintain landscape, shrubs, trees and flower beds it is essential to replace equipment over time with due budget provision acknowledged as part of this management plan.

3.0 HARD LANDSCAPE MANAGEMENT

3.1 Tarmacadam Paths

The existing smooth-surfaced main tarmacadam path is popular with people of all abilities and should therefore be maintained as a smooth, clean surface. It may require resurfacing at twenty year intervals and is currently in good condition. To avoid raising the path level unduly, previous layers may need to be planed off prior to resurfacing. Where specific areas are disturbed or in poor condition, the surface should be repaired to match as closely as possible the existing surface. Surface drains and gullies should be cleaned out once each year to a minimum functioning standard.

3.2 Stone-surfaced Paths

Stone surfaced paths should be leaf blown at least four times each autumn; inspected at least weekly to be free from obstruction or hazard; handraked and cleared of soil twice each year; scarified, regraded to cambers, made up where necessary using Meldon 20 mm down scalping to match and rolled each year using small machinery suitable to the access. On zig-zag and steep-edged paths, damaged rustic stone edging should be reinstated or repaired at the same time and planting of butcher's broom and use of bent poles and layered coppice to restrict corner-cutting and erosion should be maintained on an annual basis each winter.

3.3 Grounds Maintenance

Due budget provision to be maintained each year for necessary works to maintain these routes.

3.4 Benches

Oak benches should be cleaned and rubbed down each year, splinters planed off and any splits infilled with exterior, self-coloured wood filler. After twenty years some may need to be replaced to the original design.

Ornamental benches should be inspected weekly and cleaned as necessary. Paintwork to iron should be rubbed down and recoated as necessary in situ at three-year intervals and one bench removed for full refurbishment each alternate year.

Woodwork to the benches should be rubbed down and treated with one coat of raw linseed oil each summer.

Due budget provision to be made on an annual or as when required basis for the replacement of quality benches.

A replacement schedule for each bench has now been put in place.

Commented [EJ3]: Needs to be reviewed

3.5 Bins and Litter

Bins should be emptied, and litter collected on a daily basis (Monday to Friday).

3.6 Buildings

Graffiti should be removed using proprietary cleaners within two days of its occurring. More serious but superficial damage should be repaired within two weeks. Extensive loss to arson or similar requiring replacement should be achieved within six months of the damage occurring.

Shelters should be inspected and swept clean on a daily basis; no regular maintenance should be required within the shelters. Paintwork to the park keeper's office/meeting room should be rubbed down and repainted at four year intervals and the interior of the building cleaned weekly.

The tractor shed should not require maintenance, but damage to steelwork should be made good in accordance with the sheet supplier's recommendations. The shed should be cleaned out annually and all non-essential stored materials disposed from the exterior compound on an annual basis.

Electrical installations should be checked by a qualified electrician at five yearly intervals. PAT testing is undertaken annually.

Water supplies will be checked regularly to prevent legionella and ensure compliance with current regulations.

3.7 Playground Equipment

Playground equipment to be replaced on a when required basis through purchase, lease or sponsorship. The equipment is checked weekly for any faults.

3.8 Stone Retaining Walls

Stone retaining walls to the riverbank and boundary hedgerows should be inspected annually and repaired where necessary annually to match the surviving parts, either vertical drystone hedge walling, using stone on site or Meldon selected 100-225 mm walled stone; or mortared walls using a 1:3 mix of hydraulic lime mortar and grey coarse sand/stone dust, with 'trowel-handle' pointing. Maintain and rake out to weep holes where necessary.

3.9 Iron Railings

Repaint railings and all painted ironwork to bridges at five yearly intervals including rubbing down, zinc primer where necessary, undercoat and two coats of gloss to match the restored colour. Light units are maintained by Devon County Council divisional surveyor.

Commented [EJ4]: This is no longer the case and this sentence should be removed

3.10 Resin-bound Grit Surfacing to Bridges

A ten year interval, or as necessary to sustain grip, reapply resin and silver-grey granite grit, 2.5mm size.

3.11 The Pond

Each year in autumn, trim back herbaceous growth, clean out silt from the gulley pots for intake on the park boundary, waterfall and outfall; clean out silt from the pond; replace pump and fountain fillers; carry out maintenance to pump; make good any leaks to the pond render.

3.12 Plant and Equipment

Plant and equipment to be replaced following due budget provision to maintain the park.

3.13 Structural Inspectors

Carry out safety inspections to bridges each year.

3.14 Signage

As set out in the Heritage Lottery Fund application documentation, information and interpretation signage within the park will be maintained and enhanced; to include a noticeboard at the main entrance gates, and information boards regarding the parks trees and wildlife habitats will be provided as an educational facility.

4.0 ADMINISTRATION

4.1 Organisation

The management structure is as shown on the organisation diagram (appendix 1).

4.2 Quality Control

Quality control for the park is the responsibility of the park keeper. Inspection and activity records (appendix 2) should be reviewed on a six monthly basis with the Town Clerk and reported to the Parks Committee.

4.3 Promotion of Parks

Promotion of the park through a suitable brochure with recognised logo and colour scheme to be pursued, together with a connection to the Council's website advertising features of the park and encouragement for the public to visit. The introduction of information boards, series of flora, fauna plus animals to be pursued and incorporated on these boards placed at strategic places across the park. A Facebook page has been created to regularly provide updates of plants that are flowering in the park and other improvements or items of interest.

Commented [EJ5]: A new leaflet has been produced this year and this sentence needs to be updated.

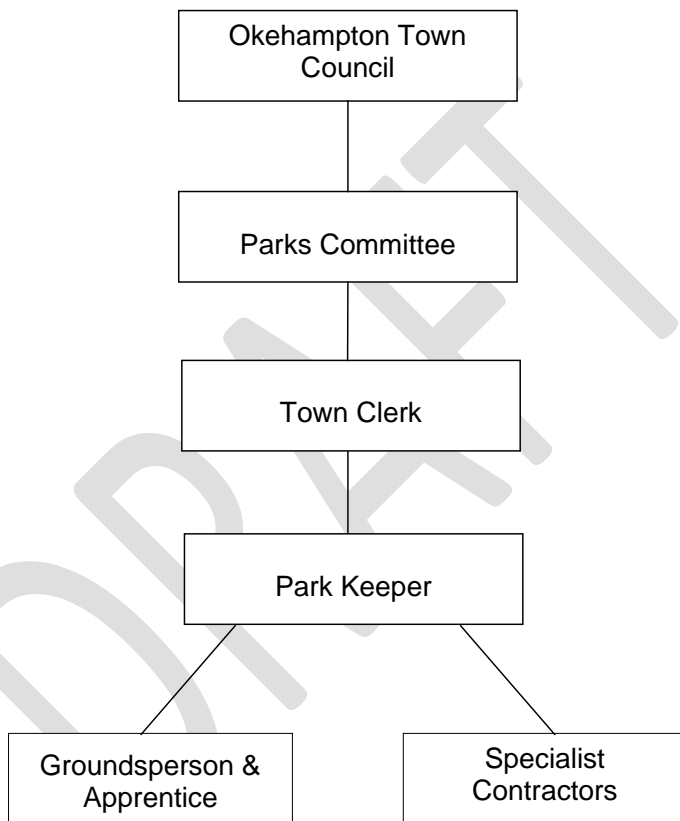
4.4 Commercial Aspect

As an opportunity to raise funds to offset operational costs of the park, Council acknowledges the opportunities for staff to undertake work beyond the park boundaries and responsibilities eg maintenance of football pitch, open spaces across the town.

4.5 Neighbours

To continue to foster and maintain good relations with neighbours.

Simmons Park Management Organisation



Appendix 2

Management Records. Each box to be dated and initialled

Annual Tasks

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Review Plan											
Inspect land drainage											
Coppicing											
Trim understorey flora											
Trim riverbank											
Leaf collection											
Trim hedgerows											
Inspect new planting											
Inspect tarmac/clean drains											
Maintain stone paths											
Clean and varnish benches											
Refurbish ornamental bench											
Repaint office											
Clean out tractor shed and depot											
Check electrics											
Inspect/repair walls											
Repaint railings											
Repaint bridges											
Reapply grit											
Pond maintenance											
Bridge inspections											
Spread Compost/Woodchip											
Wildflower Planting											
Sensory Garden Maintenance											
Weed Spraying											

Monthly Tasks for 2022

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Pruning/weeding beds												
Leaf blowing												
Record damage												
Record repair												

Weekly Tasks for 2022

	Week No												
	1	2	3	4	5	6	7	8	9	10	11	12	13
Mow lawns													
Strimming													
Inspect paths													
Litter collected													
Inspect shelters													
Clean office													

	Week No												
	14	15	16	17	18	19	20	21	22	23	24	25	26
Mow lawns													
Inspect paths													
Litter collected													
Inspect shelters													
Clean office													

	Week No												
	27	28	29	30	31	32	33	34	35	36	37	38	39
Mow lawns													
Inspect paths													
Litter collected													
Inspect shelters													
Clean office													

	Week No												
	40	41	42	43	44	45	46	47	48	49	50	51	52
Mow lawns													
Inspect paths													
Litter collected													
Inspect shelters													
Clean office													