


KNOWSLEY TOWN COUNCIL

**Bob Whiley Community Centre
Shop Road, Knowsley Village, Merseyside L34 0HD
Tel: 0151 548 4545
Email: jane.thomas@knowsley.gov.uk**

Dated this 14th Day of November 2025

To the Mayor and Members of Knowsley Town Council

**YOU ARE HEREBY SUMMONED TO ATTEND a meeting of
Knowsley Town Council, to be held on Thursday 20 November 2025
in Community Room One, Community Pavilion, Pool Hey,
Stockbridge Village, commencing at 7.15 p.m.**


Jane Thomas
Clerk of the Council

A G E N D A

- 1. APOLOGIES**
- 2. PUBLIC OPEN FORUM**
- 3. DECLARATIONS OF INTEREST**

In accordance with Standing Orders 1.19.1, 1.19.2, members are invited to indicate any interests they may have in relation to items on the agenda for the meeting.

4. MINUTES OF THE PREVIOUS COUNCIL MEETING

To **APPROVE AND SIGN** the Minutes of Council Meeting held on Thursday 16 October 2025. *(Pages 1- 4)*

5. MINUTES OF THE COMMITTEES

To **APPROVE AND SIGN** (by members of the Committee) the Minutes of the Finance & General Purposes Committee Meeting held on Tuesday 28 October 2025. *(Pages 5 – 8)*

6. REPORTS FROM MEMBERS

To receive verbal reports from elected members who have represented the Town Council outside bodies.

7. ANNOUNCEMENTS FROM THE MAYOR

To receive announcements from the Mayor. **FOR INFORMATION ONLY.**

8. ANNOUNCEMENTS FROM THE CLERK OF THE COUNCIL

To receive verbal reports from the Clerk of the Council. **FOR INFORMATION ONLY.**

9. PROGRESS UPDATE - VEOLIA ENVIRONMENTAL TRUST GRANT APPLICATION

To **CONSIDER** a verbal report from the Chairperson of the Town Council's Finance and General Purposes Committee relating the report and documentation presented by Phil Hurst (KMBC) and the Friends of Knowsley Village Recreation & Green Spaces, and to make **RESOLUTION** a on next steps. *(Pages 9 – 10) - Documents attached.*

10. PLANNING NOTIFICATIONS

At the time of issuing the agenda, no planning applications had been received. However, any applications submitted prior to the meeting will be added to the agenda and considered at the meeting.

To **CONSIDER AND MAKE OBSERVATIONS** on planning applications received from Knowsley Metropolitan Borough Council. *(Page 11)*

11. FINANCIAL MATTERS (JULY TO SEPTEMBER 2025)

To **CONSIDER** a verbal report from the Chairperson of the Town Council's Finance and General Purposes Committee relating to the Second quarterly budget period July to September 2025 as presented by the Responsible Financial Officer. *(Pages 12 – 16)*

Item 4

KNOWSLEY TOWN COUNCIL

To: The Mayor and Members of the Town Council

Meeting: 20 November 2025

Report of the Clerk of the Council and Responsible Financial Officer

COUNCIL MEETING MINUTES

1. PURPOSE OF REPORT:

To **CONSIDER** the minutes of the previous Town Council Meeting of the Town Council held on Thursday 16 October 2025 whether the attached minutes are a true and correct record and to be signed by the Mayor.

2. RECOMMENDATIONS:

Members are asked to:

- a) To **CONSIDER AND APPROVE** Minutes.
- b) Minutes to be signed by the Mayor.

3. REPORT:

Appendix 1 provides a copy of the minutes of the Town Council Meeting held on Thursday 16th October 2025.

Jane Thomas - Clerk of the Council

KNOWSLEY TOWN COUNCIL

MINUTES

A Meeting of the Knowsley Town Council was held on Thursday 16 October 2025, in Room One, Community Pavilion, Pool Hey, Stockbridge Village, commencing at 7.15 p.m.

PRESENT

Councillors: - D J Baum (Mayor of the Town Council), M Burke, B Donnelly, J Donnelly, K Gregory, N Joseph, I Smith, B Thompson., L Tomlinson (Deputy Mayor of the Town Council) F Wynn.

Also in Present: - Jane Thomas (Clerk of the Council)

APOLOGIES

Councillors: - L O’Keeffe, V Boateng.

86. PUBLIC OPEN FORUM

No questions were received from members of the public.

87. DECLARATIONS OF INTEREST

Declarations of Interest were received from the following members:

Cllr D J Baum, Cllr M Burke, Cllr I Smith - Agenda Item 9 Planning Notifications.

88. MINUTES OF THE PREVIOUS COUNCIL MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the Town Council Meeting held on Thursday 18 September 2025 be agreed as a true record and signed by the Mayor.

89. MINUTES OF THE COMMITTEES

It was **UNANIMOUSLY RESOLVED** (by members of the Committee) that the minutes of the meeting of the Finance and General Purposes Committee held on Wednesday 17 October 2025 be agreed as a true record and signed by the Chairman.

It was **UNANIMOUSLY RESOLVED** (by members of the Committee) that the minutes of the meeting of the Events Committee held on Wednesday 8 October 2025 be agreed as a true record and signed by the Chairman.

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90. **REPORTS FROM MEMBERS**

There was no reports from Members.

91. **ANNOUNCEMENTS FROM THE MAYOR**

The Mayor thanked everyone who attended this year's Beating of the Bound.

92. **ANNOUNCEMENTS FROM THE CLERK OF THE COUNCIL**

There were no announcements from the Clerk of the Town Council

(NOTE: That in accordance with the Town Council's Code of Conduct, Cllr D J Baum (Mayor of the Town Council, Cllr M Burke and Cllr I Smith, declared an interest in the next item, stayed in the room, did not take part in any discussion and did not vote thereon).

In the absence of the Mayor Cllr D Baum, Deputy Mayor Cllr L Tomlinson, took the chair for the following item.

93. **PLANNING NOTIFICATIONS**

No Planning matter had been received.

94. **EXTERNAL AUDIT FOR THE YEAR ENDED 31 MARCH 2025**

Members considered the report of the External Auditor for the Financial Year Ended 31 March 2025. Members noted the External Auditors recommendation that:

“The AGAR was not accurately completed before submission for review. Please ensure that amendments are corrected in the prior year comparative when completing next year's AGAR. Transfers between bank accounts should have been excluded from payments in Section 2. This has resulted in an error in the reserves figure in Box 7. The figures in Boxes 6 and 7 should read £111,124 and £389,974.”

following thorough consideration, it was **UNANIMOUSLY RESOLVED** that:

- a) The External Auditor Report for the Year Ended 31 March 2025 be approved and accepted by the Town Council.
- b) Ensure the amendments are corrected in the prior year's AGAR

95. **REMEMBRANCE SUNDAY SERVICES**

Members received details of the Remembrance Sunday Services to be held within the Township.

Following consideration, it was **UNANIMOUSLY RESOLVED** that Cllr Neil Joseph would represent the Town Council on Sunday, 9 November, by laying a wreath at the memorial in Stockbridge Village and subsequently attend the Remembrance Service at St Mary's Church,

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Knowsley Village, where he would also lay a wreath at the War Memorial on behalf of the Town Council.

96. MODEL PUBLICATION SCHEME 2025/26

Members considered the Model Publication Scheme 2025/26 as presented by the Clerk of the Council.

Following discussion, it was **UNANIMOUSLY RESOLVED** that:

- a) The Model Publication Scheme be approved and posted on the Town Council website.
- b) The Town Council to review the Model Publication Scheme in October 2026.

97. CHRISTMAS 2025/NEW YEAR 2026 CLOSURE

Members considered a report relating to the Christmas 2025 / New Year 2026 closure of Council buildings as presented by the Clerk of the Council.

Following discussion, it was **RESOLVED** that:

- a) The Town Council facilities be closed from Monday 23 December 2025 and re-open on Thursday 5 January 2026.
- b) The employees to use their three ex-gratia day entitlements alongside four of their own holiday entitlements.

The meeting closed at 7.25 p.m.

Date: 16 October 2025

Signed.....

**Cllr D Baum
Mayor of the Town Council**

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KNOWSLEY TOWN COUNCIL

To: The Mayor and Members of the Town Council

Meeting: 20th November 2025

COMMITTEE MEETING MINUTES

1. PURPOSE OF REPORT:

To **CONSIDER** the minutes of the previous Committee Meeting, Finance & General Purposes Committee Meeting Tuesday 28th October 2025 whether they are a true and correct record and to be signed by the Mayor.

2. RECOMMENDATIONS:

Members are asked to:

- a) To **CONSIDER AND APPROVE** Minutes.
- b) Minutes to be signed by the Chair of the Committee

3. REPORT:

Appendix 2 provides a copy of the minutes of the Town Council Meeting held on Tuesday 28th October 2025.

Jane Thomas - Clerk of the Council

KNOWSLEY TOWN COUNCIL

MINUTES

A meeting of Knowsley Town Council's Finance and General Purposes Committee was held on Tuesday 28 October 2025 in the Committee Room, the Community Pavilion, Pool Hey, Stockbridge Village, commencing at 5.00 p.m.

PRESENT

Councillors: D J Baum, M Burke, B Donnelly, J Donnelly (Chair), N Joseph (Vice-Chair), L O'Keeffe, L Tomlinson.

Officers: Jane Thomas - Clerk of the Council and Responsible Financial Officer.

APOLOGIES

Councillors: None.

98. DECLARATIONS OF INTEREST

No declarations of interest were received from members.

99. ANNOUNCEMENTS FROM THE CHAIRPERSON

There were no announcements from the Chair of the Committee.

100. ANNOUNCEMENTS FROM THE CLERK OF THE COUNCIL

There were no announcements from the Clerk of the Council.

101. VEOLIA ENVIRONMENTAL TRUST GRANT APPLICATION – PLAY AREA IMPROVEMENTS AT KNOWSLEY VILLAGE RECREATION GROUND

In Attendance:

- Natalie and Robyn, Friends of Knowsley Rec & Green Spaces
- Phil Hurst, Green Space Development Officer, Environmental Sustainability

Phil Hurst, Green Space Development Officer at Knowsley Metropolitan Borough Council (KMBC), attended the meeting to update members on the Veolia Environmental Trust

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Appendix 2

funding application and to seek the Town Council's support as leaseholder. He was joined by representatives of the Friends of Knowsley Village Recreation & Green Spaces.

Members were advised that the application deadline is 8 January 2026, with a potential grant of up to £75,000 towards play area improvements at Knowsley Village Recreation Ground. Draft documents were circulated, including a Mini Master Plan, cost estimates, and equipment options. It was noted that a 10% third-party contribution (£7,500) is required to unlock the grant.

Following consideration of the scheme, members and representatives of the Friends of Knowsley Village Recreation & Green Spaces raised several queries:

At the request of the Friends of Knowsley Village Recreation & Green Spaces, clarification was sought on whether maintenance costs are evenly distributed or if the Recreation Ground incurs higher expenses. A further query asked whether decommissioning Mill Lane would generate savings.

Members proposed that the £7,500 third-party contribution be split equally between Knowsley Town Council and KMBC, subject to final approval by Caroline Holmes (KMBC).

Members also requested written assurance from KMBC that the existing annual maintenance contract and costs will remain unchanged following installation.

Following discussion, it was **UNANIMOUSLY RECOMMENDED** that the following be submitted to the next Full Council meeting for approval:

- a) Approval of the installation and access improvements in the Draft Mini Master Plan.
- b) Approval of ongoing maintenance and insurance responsibilities.
- c) Agreement to issue a letter of support confirming leaseholder consent and project backing.
- d) Provision of Public Liability Insurance cover for the site.
- e) Agreement in principle to contribute £3,750 towards the third-party contribution, subject to a matching contribution from KMBC.
- f) Agreement in principle to the Draft Design Brief and proposed Timeline/Action Plan.
- g) Request for a maintenance cost breakdown and written confirmation that annual costs will not increase post-installation.

All matters resolved above will be submitted to Full Council for formal ratification.

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102. FINANCIAL MATTERS QUARTERLY BUDGET (JULY TO SEPT 2025)

Members reviewed the second quarterly budget report for the period July to September 2025, as presented by the Clerk of the Council. After thorough discussion, it was **UNANIMOUSLY RESOLVED** that the quarterly budget report for this period be noted.

Full Council meeting for formal ratification.

EXEMPT/CONFIDENTIAL

(Under Section 1.10.1 of the Council's Standing Orders, it was **RESOLVED** that in view of the confidential nature of the business about to be transacted, the press and public were temporarily excluded from the meeting for the following items)

103. GRANT APPLICATION

Under its delegated powers, the Finance and General Purposes Committee holds authority to consider all grant applications.

A grant application from Craigzwayz was presented for consideration.

Following discussion, it was **RESOLVED** that a grant of £250 be awarded to Craigzwayz for the 2025/26 municipal year, to support the purchase of food for a Christmas meal benefiting residents of 270 flats within the community.

Cllr Dennis Baum requested that it be recorded in the minutes that he voted against the resolution.

The meeting closed at 7.00 p.m.

Dated: 28 October 2025

Signed.....

**Cllr J Donnelly
Chair of the Committee**

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KNOWSLEY TOWN COUNCIL

To: The Mayor and Members of the Town Council

Meeting: 20 November 2025

Report of the Clerk of the Council and Responsible Financial Officer

VEOLIA ENVIRONMENTAL TRUST GRANT APPLICATION **PLAY AREA IMPROVEMENTS AT KNOWSLEY VILLAGE RECREATION GROUND**

1. PURPOSE OF REPORT:

To inform Full Council of the recommendations made by the Finance and General Purposes Committee on 28th October 2025 regarding the Veolia Environmental Trust Grant Application, and to seek formal approval of the required actions to support the submission

2. MEMBERS ARE RECOMMENDED TO:

Formally approve the recommendations of the Finance and General Purposes Committee to enable timely submission of the grant application to the Veolia Environmental Trust by the deadline of 8 January 2026.

3. REPORT:

- 3.1 Phil Hurst, Green Space Development Officer at Knowsley Metropolitan Borough Council (KMBC), attended the Finance and General Purposes Committee meeting on 28th October 2025 to present a progress update on the proposed application to the Veolia Environmental Trust. He was accompanied by representatives of the Friends of Knowsley Village Recreation & Green Spaces.
- 3.2 The application proposes improvements to the play area at Knowsley Village Recreation Ground, with a grant request of up to £75,000. The Veolia scheme requires a 10% third-party contribution (£7,500) in order to unlock the funding. A package of supporting documents, including a Draft Mini Master Plan, indicative costs, and equipment options, were circulated and discussed. (see attached).
- 3.3 Following consideration of the proposals, the following key matters were raised by both members and representatives of the Friends group:

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- a) Clarification was requested regarding current maintenance costs at Knowsley Village Recreation Ground and whether costs are equally distributed across all KMBC-managed sites.
 - b) A further query was raised as to whether decommissioning Mill Lane would generate cost savings.
- 3.4 Members proposed that the required third-party contribution of £7,500 be split equally between Knowsley Town Council and KMBC, subject to final confirmation by KMBC.
- 3.5 A formal written assurance was requested from KMBC confirming that the existing annual maintenance contract and associated costs will remain unchanged following installation of the new equipment.

4. **COMMITTEE RECOMMENDATIONS:**

The Finance and General Purposes Committee **UNANIMOUSLY RECOMMENDED** that Full Council approve the following actions to support submission of the Veolia Environmental Trust Grant Application:

- a) Approval of the installation and access improvements outlined in the Draft Mini Master Plan.
- b) Approval of ongoing maintenance and insurance responsibilities relating to the proposed play area, subject to formal written assurance from KMBC.
- c) Agreement to provide a formal letter of support confirming leaseholder consent and project backing.
- d) Provision of Public Liability Insurance cover for the site to accompany the application.
- e) Agreement in principle to contribute **£3,750** (50% of the required third-party contribution), subject to a matching contribution from KMBC.
- f) Agreement in principle to the Draft Design Brief and proposed Timeline/Action Plan.

Jane Thomas – Clerk of the Council

KNOWSLEY TOWN COUNCIL

To: The Mayor and Members of the Town Council

Meeting: 20th November 2025

Report of the Clerk of the Council and Responsible Financial Officer

PLANNING APPLICATION

At the time of issuing the agenda, no planning applications had been received. However, any applications submitted prior to the meeting will be added to the agenda and considered at the meeting.

1. PURPOSE OF REPORT:

The purpose of this report is to seek Members' observation and comments, if any, on the planning applications received from KMBC relating to the Township.

2. MEMBERS ARE REQUESTED TO:

- Note the report.
- Provide any observations or comments on the applications listed in the report.

3. REPORT:

Knowsley Town Council is a statutory consultee in relation to planning application within the Township.

- 3.1 The attached appendix details validated planning applications recently advised by the planning authority (KMBC) and upon which Members' observations and comments, if any, are sought.
- 3.2 Any additional planning will be added.

Jane Thomas - Clerk of the Council and Responsible Financial Officer

Item 11

KNOWSLEY TOWN COUNCIL

To: The Mayor and Member of the Town Council

Meeting: 20 November 2025

Report of the Clerk of the Council and Responsible Financial Officer

FINANCIAL MATTERS

QUARTERLY BUDGET - JULY TO SEPTEMBER 2025

1. PURPOSE OF REPORT

Members are requested to consider a verbal report from the Chairman of the Town Council's Finance and General Purposes Committee relating to the second quarter of the 2025 financial year, covering the period from July to September as presented by the Clerk of the Council.

2. RECOMMENDATIONS FOR MEMBERS

- a) Review the Second Quarter Budget Report
- b) Make appropriate Resolutions (*appendix 4*).

3. REPORT

Appendix 4 presents the financial position of the Town Council for the second quarter as of 30 September 2025, for members' consideration.

Jane Thomas - Clerk of the Council and Responsible Financial Officer

KNOWSLEY TOWN COUNCIL QUARTERLY BUDGET SUMMARY 2025/26

BUDGET SUMMARY COST CENTRE 1	BUDGET 2025/26	SPEND TO DATE	FORECAST OUT TURN	FORECAST UNDER / OVER SPEND	EXPLANATION OF FORECAST UNDER / OVER SPEND
Staffing	£164,110.00	£80,460.00	-£154,992.00	£9,118.00	
TOTAL EXPENDITURE	£164,110.00	£80,460.00	-£154,992.00	£9,118.00	

COST CENTRE 2 ADMINISTRATION	BUDGET 2025/26	SPEND TO DATE	FORECAST OUT TURN	FORECAST UNDER / OVER SPEND	EXPLANATION OF FORECAST UNDER / OVER SPEND
Combined Insurance	£7,210.00	£6,603.00	-£6,603.00	£607.00	
Audit Internal/External	£1,236.00	£320.00	-£1,160.00	£76.00	
Professional Fees	£3,000.00	£0.00	-£500.00	£2,500.00	
Conference/Training	£3,000.00	£405.00	-£1,595.00	£1,405.00	
Printing/Stationary/Photocopy	£2,100.00	£810.00	-£2,100.00	£0.00	
Adverts/Annual Report	£200.00	£0.00	-£100.00	£100.00	
Grants/Donations	£5,600.00	£1,734.00	-£2,851.00	£2,749.00	
Events Committee	£4,000.00	£40.00	-£1,040.00	£2,960.00	
Telephones/Internet	£1,725.00	£1,079.00	-£1,859.00	-£134.00	Telephone /Internet:
Mobile Phones	£400.00	£137.00	-£301.00	£99.00	Upgrade old system to new oncloud System.
Hospitality	£156.00	£74.00	-£156.00	£0.00	
Annual Subscriptions	£2,060.00	£1,332.00	-£1,514.00	£546.00	
HR Support	£3,924.00	£3,753.00	-£4,053.00	-£129.00	HR Support: additional charges for Occupational Health visits x2
Licences	£1,300.00	£919.00	-£1,000.00	£300.00	
Building/Office Equipment	£500.00	£89.00	-£290.00	£210.00	
Demo Services/Mayoral Events	£14,597.00	£12,642.00	-£12,642.00	£1,955.00	
Elections	£7,000.00	£0.00	£0.00	£7,000.00	
Milage	£350.00	£12.54	-£350.00	£0.00	
Staff Uniform/PPE	£400.00	£189.00	-£270.00	£130.00	
Remembrance Wreaths	£60.00	£0.00	-£60.00	£0.00	
Council Promotions	£200.00	£0.00	-£100.00	£100.00	
Petty Cash	£300.00	£0.00	-£300.00	£0.00	
Bank Charges	£300.00	£113.00	-£220.00	£80.00	
Sage Payroll/Accounts	£1,150.00	£635.00	-£1,160.00	-£10.00	
PC Support/Website	£2,318.00	£300.00	-£2,300.00	£18.00	
Ground Maintenance Open Space	£20,000.00	£10,404.00	-£20,358.00	-£358.00	
General Reserves	£8,000.00	£0.00	£0.00	£8,000.00	
TOTAL EXPENDITURE	£91,086.00	£41,590.54	-£62,882.00	£28,204.00	

COST CENTRE 4 BOB WHILEY CC	BUDGET 2025/26	SPEND TO DATE	FORECAST OUT TURN	FORECAST UNDER / OVER SPEND
Gas	£4,200.00	£686.00	-£3,255.00	£945.00
Electricity	£3,950.00	£1,307.00	-£3,067.00	£883.00
Water/Sewage Rates	£620.00	£83.00	-£580.00	£40.00
Annual Water Testing	£736.00	£736.00	-£736.00	£0.00
Business Rates	£4,250.00	£2,072.00	-£4,142.00	£108.00
Security	£2,050.00	£1,059.00	-£1,544.00	£506.00
Alarm Line Rental	£515.00	£125.00	-£251.00	£264.00
Cleaning Materials	£400.00	£208.00	-£388.00	£12.00
Building Maintenance/Repairs	£3,600.00	£736.00	-£1,601.00	£1,999.00
Refuse Collection	£985.00	£337.00	-£675.00	£310.00
Heating Repairs/Maintenance	£1,600.00	£0.00	-£300.00	£1,300.00
Electrical Repairs/PAT Testing	£1,600.00	£0.00	-£1,204.00	£396.00
Pest Control	£66.00	£0.00	£0.00	£66.00
Equipment Maintenance	£300.00	£350.00	-£350.00	-£50.00
Leasing Hygiene Equipment	£0.00	£0.00	£0.00	£0.00
Equipment Purchase	£300.00	£241.00	-£23.99	£276.01
TOTAL EXPENDITURE	£25,172.00	£7,940.00	-£18,116.99	£7,055.01

Equipment Maintenance: Price increase for Annual maintenance on Moveable wall.

COST CENTRE 5 COMMUNITY PAVILION	BUDGET 2025/26	SPEND TO DATE	FORECAST OUT TURN	FORECAST UNDER/ OVER SPEND
Gas	£6,757.00	£1,581.00	-£4,373.00	£2,384.00
Electricity	£3,800.00	£1,254.00	-£3,464.00	£336.00
Water/Sewage Rates	£751.00	£0.00	-£600.00	£151.00
Annual Water Testing	£736.00	£736.00	-£736.00	£0.00
Business Rates	£5,700.00	£3,071.00	-£5,700.00	£0.00
Security	£1,500.00	£722.00	-£1,132.00	£368.00
Alarm Line Rental	£400.00	£125.00	-£250.00	£150.00
Cleaning Materials	£400.00	£229.00	-£400.00	£0.00
Building Maintenance/Repairs	£3,000.00	£1,346.00	-£1,766.00	£1,234.00
Refuse Collection	£876.00	£420.00	-£844.00	£32.00
Heating Repairs/Maintenance	£2,000.00	£308.00	-£1,540.00	£460.00
Electrical Repairs/PAT Testing	£1,600.00	£125.00	-£1,273.00	£327.00
Pest Control	£64.00	£85.00	-£85.00	-£21.00
Equipment Maintenance	£1,000.00	£22.00	-£100.00	£900.00
Equipment Purchase	£850.00	£303.00	-£403.00	£447.00
Leasing Hygiene Equipment	£350.00	£291.00	-£291.00	£59.00
TOTAL EXPENDITURE	£29,784.00	£10,618.00	-£22,957.00	£6,827.00

Pest Control: Wasp nest about
Fire Exit Door.

SPECIFIC RESERVES	2025/26	TO DATE	OUT TURN	FORECAST UNDER/ OVER SPEND
KVH Dilapidations	£11,643.0	£11,643.00	-£11,643.00	£0.00
Furniture, Fixtures & Fittings	£1,800.00	£0.00	£0.00	£1,800.00
Elections	£2,000.00	£0.00	£0.00	£2,000.00
MUGA	£3,000.00	£0.00	£0.00	£3,000.00
Signage / Notice Boards	£2,000.00	£0.00	£0.00	£2,000.00
Computer Support / website prov	£9,000.00	£0.00	£0.00	£9,000.00
H&S Management and operations	£2,400.00	£0.00	£0.00	£2,400.00
Village Green / War Memorial	£1,500.00	£0.00	£0.00	£1,500.00
Longview/Hillside Capital Project	£15,000.00	£0.00	£0.00	£15,000.00
TOTAL EXPENDITURE	£48,343.00	£11,643.00	-£11,643.00	£36,700.00

INCOME DETAILS

	BUDGET 2025/26	INCOME TO DATE	FORECAST OUT TURN	FORECAST UNDER / OVER SPEND
Precept	£337,545.00	£0.00	£337,545.00	£0.00
Bank Interest	£950.00	£0.00	£700.00	£700.00
Lettings	£20,000.00	£11,755.00	£22,979.00	£22,979.00
TOTAL INCOME	£358,495.00	£11,755.00	£361,224.00	£23,679.00

SUMMARY

	BUDGET 2025/26	INCOME TO DATE	FORECAST OUT TURN	FORECAST UNDER / OVER SPEND
Staffing	£164,110.00	£80,460.00	-£83,650.00	£80,460.00
Administration	£91,086.00	£41,590.54	-£62,882.00	£28,204.00
Bob Whitley Centre	£25,172.00	£7,940.00	-£18,116.99	£7,055.01
Community Pavilion	£29,784.00	£10,618.00	-£22,957.00	£6,827.00
Specific Reserves	£48,343.00	£11,643.00	-£11,643.00	£36,700.00
TOTAL	£358,495.00	£152,251.54	-£199,248.99	£159,246.01

Bank Statement September 2025

Current Account £414,538
Instant Access £86,500
Beverly Building Society £85,000
Total **£586,038.**

Total under Spend
Total Income

£159,246.01
£23,679.00
£182,925.01

Knowsley Village Rec

Play Area

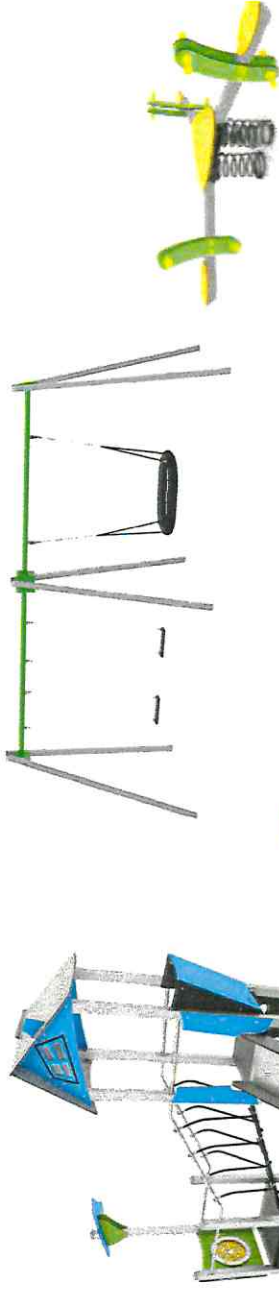


Background

- The Play area at Knowsley Village Rec has reached the end of its life – the metal units are over 25 years old and showing internal corrosion.
- Removal will be required in 2026, the ESS Play Assets team has prolonged the life spans through descaling, treating the metal and re-painting, this is no longer viable.
- The multi play unit does not comply with current safety standards, the swing unit no longer supports units on one side, and the spinner dish no longer has spares available for purchase.
- A community group with the aim of improving and enhancing Knowsley Village Rec and in particular the play facilities was established in xxx
- This group would like to support KMBC and Knowsley Town Council to access external funding to replace and renew the play area at Knowsley Village Rec.

The Proposal Phase 1:

- A bid to the Veolia Environmental Trust for £75k to create a new fenced toddler play area and separate junior climbing area.
- Equipment costs: £22,800
- Installation and ground works cost: £52,000
- Total cost: £74,800

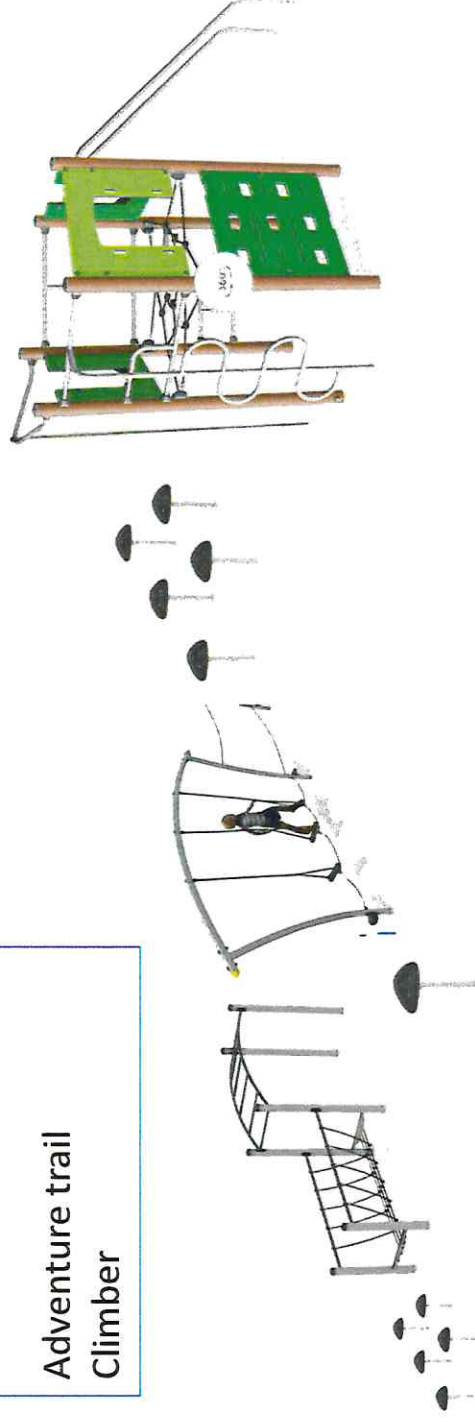


Fenced area:

- Toddler swings
- Basket swing
- Slide unit with musical interactive
- Spinning bowl
- 3-way springer
- seesaw

Junior area:

- Adventure trail
- Climber

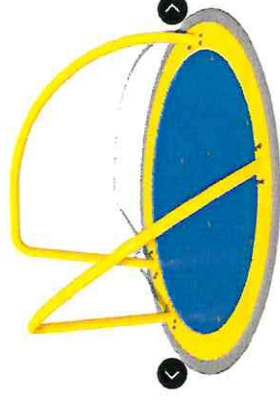
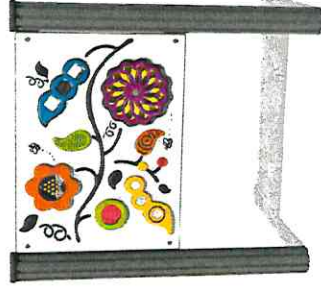
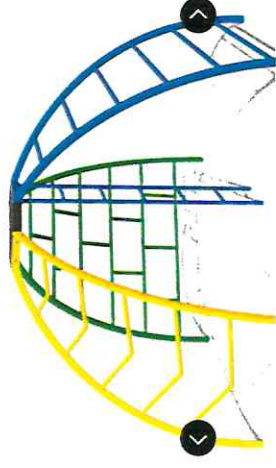


The Proposal Phase 2:

- If additional funding was available an enhanced scope could create a substantial play facility for the village
- Equipment costs: £44,000
- Installation and ground works cost: £85,000
- Total cost: £129,000
- Extra required: £54,000

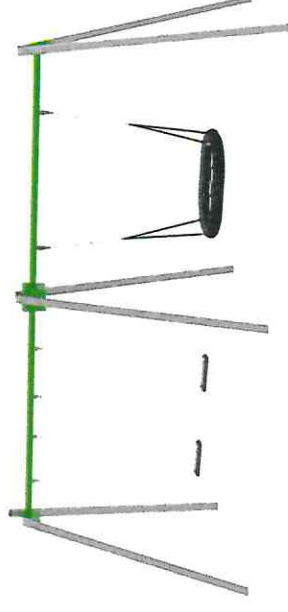
Fenced area:

Wheelchair accessible roundabout
Climber
Sensory panel



Junior area:

Junior swings
Seesaw spinner
Dynamic air rider



Knowsley Village Recreation Ground and Shop Road Woods

DRAFT Design Brief Document

INTRODUCTION

This document is intended to provide a briefing to the Knowsley Council Environmental Sustainability Service 'Technical Team' on the specifications required for the development of an Improvement Master Plan for Knowsley Village Recreation Ground and Shop Road Woods, which form the primary parkland space within the centre of Knowsley Village.

PUBLIC OPEN SPACE GUIDELINES / EXPECTATIONS

The following section provides guidance on the expectations of Knowsley Council (landowners), Knowsley Town Council (leaseholders excluding Shop Road Woods) and the Friends of Knowsley Village Rec & Green Spaces (community stakeholders) in relation to the public open space specifications and layout for a new Improvement Master Plan.

It must also be noted that the site lies centrally within the **Knowsley Village Conservation Area** and a primary consideration for the enhancement of the Park should be its contribution to the conservation of the historic setting of this central area and interaction with other historic features in the locality (namely the public house and adjacent café and residential properties). Additionally, consideration would be needed on what Planning intervention would be required on any works to be delivered within the Park and woodland itself.

The documentation the Council would expect to receive in order to satisfy these expectations and deliver the necessary further consultation and external fundraising approaches are: -

- Full draft Improvement Master Plan for stakeholder and public consultation
- Cost Estimates relating to proposed Master Plan
- Elevations, where necessary, in relation to entrance features, etc.
- Site surveys, as required (e.g. topographical, ecological, arboricultural, etc.)
- Documentation relating to any planning requirements, given site is in Conservation Area
- Estimate relating to any increased maintenance/asset management liabilities for the site
- Advice document relating to any required works external to the site itself (e.g. highways)

Additionally, an initial phase of works is required to meet the timescale for a **Veolia Environmental Trust Grant Application submission for £75,000 by 8th January 2026**. The focus of this 'mini' Master Plan will be the provision of a play facility (with capability to add to this initial investment with further equipment at a later date), plus addressing good and safe pedestrian access from the main entrance off Shop Road (including Entrance Feature and connecting path). This will require the following documentation to be finalised to allow for Knowsley Town Council Approval within the timeframe: -

- 'Mini' Master Plan to support Veolia Environmental Trust Application
- Cost Estimates relating to the 'Mini' Master Plan for Veolia Bid (£75K value)
- Additional plans/costings to supplement this should match finance be pledged to the scheme by any party (working to a value of up to £130K for a local play area specification).

Timescales: the following would be parameters for timescales to move forward with this Master Planning Exercise and the specific Veolia Environmental Trust Bid preparation: -

- **9th October 2025** – information submission to Knowsley Town Council for the 22nd October Meeting Agenda (see below), including 'Mini' Master Plan, associated costings, additional equipment options (match finance considerations) and valuation of play equipment item costs for insurance purposes. Also draft Design Brief for overall Master Plan for review.
- **28th October 2025** – initial meeting between Knowsley Town Council, Friends Group and Knowsley Council Officers to discuss 'Mini' Master Plan for Veolia Bid, plus supporting documentation required from the Town Council, as well as discuss potential for any match finance contributions to be made. Also review of draft Design Brief for main Master Plan.
- **10th November 2025** – information submission to full Knowsley Town Council meeting for the 20th November Agenda (see below), including 'Mini' Master Plan, associated costings, additional equipment options (match finance considerations) and valuation of play equipment item costs for insurance purposes and match contribution approvals. Acknowledgement of process and timescales for main Master Plan development and consultation.
- **20th November 2025** – full Town Council Meeting with focus to approve 'Mini' Master Plan and associated documentation and match finance approval ready for Veolia Bid submission on 8th January 2025. Acknowledgement of process and timescales for main Master Plan development and consultation to be delivered November into New Year.
- **Mid-Late November (dates tbc)** – delivery of community and stakeholder consultation on draft Master Plan, including 'Mini' Master Plan for Veolia Bid. This will include online consultation and a community drop-in event.
- **December 2025 (date tbc)** – follow up meeting with Town Council and Friends Group representatives to review consultation results, discuss amendments to Master Plan and finalise submission of Veolia Bid ready for January deadline.
- **8th January 2025** – deadline for Veolia Environmental Trust Grant Application relating to the 'Mini' Master Plan for Play Area and associated access measures.
- **January-March 2026** – finalising of the overall Park Master Plan, ready for approval by Knowsley Town Council, Knowsley Council and the Friends Group.
- **3rd March 2026** – date of expected result from Veolia Environmental Trust Application.
- **2026 Onwards** – partnership explore funding options to deliver adopted Park Master Plan.

A: Works External to the Park

Community consultation and feedback has identified that there are a range of potential issues relating to the approach to the Park, which would lie with other Council Depts. or bodies to address. It would be important to understand what may be required in relation to works outside the Park in order to engage with these Depts. and external organisations as required. This would include: -

- **Highway Pavements:** any works required to the adjoining adopted highway linked to existing or new park entrances proposed (e.g. dropped kerbs, tactile paving, pedestrian barriers on highway), as well as any new stretches of highway pavement that may be required to ensure positive and safe access into the Park (e.g. along Shop Road).
- **Main Vehicle Highway:** It has been suggested that Shop Road Woods should be explored for traffic calming measures and/or establishment as a one-way route, plus the concept of further parking provision. The need for any highway crossings at Shop Road into the Park or Shop Road Woods entrances.
- **Navigation Signage:** consideration of whether any signage is needed to promote pedestrian access to the park from certain parts of the village. This may primarily be the southern approach (Homer Road), which is less visible than other entrances.
- **Drainage and Utilities:** useful to understand any considerations relating to utilities around and within the Park if they are to be affected by proposed works or may need to be utilised to serve the Park in some way, e.g. drainage.
- **Homer Road Entrance Route:** this has been identified as an issue that needs to be addressed. See overleaf ownership plan. Green area is the park, Light blue areas are Assets owned land and darker blue is adopted highway. Although previously not accessible to cars, the former boundary fencing has been lost and residents are parking vehicles in this area causing damage to the existing grass verges and obscuring adopted pedestrian access. Many residents have also adapted their property frontages and installed garages despite not being permitted to access the area with vehicles.

The issue is highly sensitised as there is resident resistance to closing the area back off again. However, the visual appeal, positive management and public access into the Park through this route needs to be safeguarded. We therefore need a possible design for this area that may explore accommodating resident vehicle access to the properties on an unadopted highway basis, as well as additional parking provision, whilst safeguarding the accessibility of the adopted highway pedestrian routes. This will need to be affordable for consideration by Assets and Highways to consider.

Alternative options may conversely be explored where vehicle access may be restricted again, though conversations to date have suggested a design that accommodates resident vehicle access to properties on an unadopted highway basis.

Figure 1 – Ownership Plan of Land Between Homer Road and Knowsley Village Recreation Ground (Green = Park, Light Blue = Assets Land; Darker Blue = Adopted Highway)



Documentation Required: -

- Briefing document outlining any required works exterior to the Park in order to facilitate liaison with other Depts and external bodies.
- Sketch Plan and basic costings proposing adaptation of the land shown in Figure 1 to address resident vehicle access to properties and safeguarding the pedestrian highway access and visual appeal/positive management of this location.

B: Park Boundary and Entrances

Boundary: Knowsley Village Recreation Ground and Shop Road are bound by a metal railing fence. The condition of this needs to be assessed and any repaint, repair or replacement needs explored. Specification for the fencing needs to be in line with the historic Conservation Area status the Park lies within. In particular, the boundary fence to Shop Road with Shop Road Woods needs to be reviewed, due to previous reports of its deterioration.

Existing Entrances: There are six current entrances into the site, which would need reviewing and re-designing. The general theme would be to increase the visibility of the Park and the entrances with more prominent features, as well as ensuring road safety, positive accessibility and aligning with the historic Conservation Area location. The existing entrances are namely:-

- **Bob Whiley Community Centre Car Park Entrance (Shop Road)** – explore improvements to the visibility and visual appeal of this main entrance to the Park and Community Centre for vehicles. Also, consideration of viable exit from the site by vehicles (sightlines, etc.) Enhancement of this entrance may need to tie in with the adjacent entrance below.
- **Knowsley Village Recreation Ground Main Pedestrian Entrance (Shop Road)** – concern raised by community about the safety of this chicane entrance, which lies right on the highway boundary. New design needed to set the entrance back from the highway leaving a refuge, whilst also ensuring road safety by preventing direct run-off by pedestrians onto the highway. Improved accessibility for disability and parents with buggies needed.
- **Knowsley Village Recreation Ground Southern Pedestrian Entrance (Homer Road)** – taking into consideration the earlier comments regarding the approach to this entrance, the access point into the park needs to be designed to be much more visible and accessible as a feature both from outside of the park and within the park to sell the park and promote it as a through-route to local amenities nearby.
- **Shop Road Woods Pedestrian Entrance (Shop Road, next to Primary School Boundary)** – this entrance has excellent potential to promote the woods and park as a key through-route alternative to the public highway. Similarly to the main pedestrian entrance to KVRG, this would need to be set back from the highway with a refuge and safety measures to prevent direct run-off onto the highway by pedestrians. Sightlines and visibility exiting the site would also be needed. Interaction with the pavement running east alongside the school boundary across the school vehicle entrance bell mouth may need considering.
- **Shop Road Woods School Pedestrian Entrance (from St. John Fisher Primary School)** – not a general public entrance, but important to promote school use of the woodland area for education and activities in the Park, this entrance needs to be made more integrated with the site to encourage increased use by the school. Focus may be on vegetation management and proximity of any surfaced access measures for the woodland and park.
- **Knowsley Village Recreation Ground Maintenance Entrance (Singleton Road)** – again, not a public entrance, though review of the location and existing feature needs to assess

it's suitability and functionality. Crucially, the route into the Park from this location needs safeguarding from any potential obstructions that may come from other design considerations.

New Entrance Proposals: reflecting the design considerations for the existing entrances, the following locations have been suggested for new entrance features to be installed: -

- **Pedestrian Entrance at Junction of Shop Road with Knowsley Lane:** location considerations to be made based on road safety, as well as the location of existing trees/vegetation. The vital role this entrance plays is the improvement of accessibility to the adjacent café, as well as the public house (though bearing in mind pedestrian safety across Knowsley Lane). Crucially, this location provides an ideal opportunity for the Park to become a visible landscape feature at the core of the historic Conservation Area.
- **Pedestrian Entrance by Bus Stop on Knowsley Lane (SW corner of Park):** with a broad highway pavement at this location and direct links to the bus stop, this entrance would provide an excellent opportunity to increase pedestrian access from this location, whilst also promoting the park's function as an 'off-road' through-route to local amenities (namely the bus stop).
- **Pedestrian Entrance opposite Knowsley Lane Zebra Crossing:** given the location of this crossing, it may be practical to provide a park entrance feature that interacts with this crossing, as the other two proposed entrances do not lie close to this crossing. This would promote road safety by encouraging pedestrians to use the zebra crossing to access.

Signage: All public entrances will need to be dressed with the standard metal Welcome Signage utilised by Knowsley Council, though incorporating Knowsley Town Council contact information relating to the Knowsley Village Recreation Ground. Signage for Shop Road Woods may possibly be the wooden specification as alternative. In addition to all entrances, there may be a need to install a sign between Shop Road Woods and KVRG within the site to promote the two sites and clarify respective management responsibilities. There will also be consideration of noticeboard provision either as part of the Welcome Signs or as stand-alone features within the parkland itself.

Documentation Required: -

- Elevations of the proposed entrance re-designs and new entrances to review specifications
- Inclusion of entrance re-designs and new locations within draft Master Plan document
- Signage specifications and artwork proofs for KVRG & Shop Road Woods (inc. noticeboard)

C: Park Paths & Accessibility

Perimeter Path: this is a key feature of the Improvement Master Plan. This path would frame the central playing field area of the park. Interaction with the MUGA would need to be reviewed, namely options of path running between MUGA and playing field or looping around the MUGA to run between MUGA and Shop Road. It would then run alongside Knowsley Lane boundary between the existing two avenues of trees at this frontage area, looping around the playing field past the Homer Road entrance and the play area to reach the MUGA again.

Path would need to be minimum width 2m (pricing options for wider good to explore). Surfacing options need to be explored to understand cost considerations for crushed stone, flexipave or bitmac. The path would connect to all existing and proposed new entrances around the site with connecting paths.

Shop Road Woods Path: following the existing direct route through the woods from Shop Road to the Park Play Area location, this route would need to be also surfaced as a key thoroughfare ideally to the same width as the main route (2m min), though 1.2m would be the basic requirement. Path access to the school entrance also needs to be factored in. Further path works around the woods to promote further exploration would be good to explore. Ancillary paths to main through-route may only need to be 1.2m crushed stone in nature. Associated ride management and vegetation cutback will be needed to maximise the welcoming nature of the woodland and provide effective sightlines.

Shop Road boundary (New Highway Pavement): there has been some discussion about the potential for a pavement being useful to install along the Shop Road boundary of the site for pedestrian safety along this route. This may be worth reviewing in the Master Planning work, though the above proposals of paths within the Park/Woods may reduce the need for a highway pavement on the park side of Shop Road.

Access route between Bob Whiley Community Centre Car Park and Pedestrian Route between MUGA and Centre: currently, there is an unsurfaced slope between the Car Park and the path route down the side of the MUGA to the play area. This needs resolving for accessibility and safety reasons. Useful to explore options about whether this section needs to be stepped or needs closing off entirely, with a pedestrian pavement linking the vehicle entrance with the adjacent pedestrian entrance alongside Shop Road. Alternatively, if the retaining wall area can be designed to be an accessible route (e.g. ramp), it would be useful to explore this concept. If pedestrian access would be designed in from the car park directly, markings within the car park to stop cars blocking the pedestrian access may be needed.

Additionally, the path route between the MUGA and the Community Centre needs to be reviewed following community reporting and subsequent observation of trip hazard concerns from some former piling infrastructure crossing the route. This would need addressing as a matter of urgency, given the health & safety implications of these hazards and may be possible to factor in as part of the 'Mini' Master Plan for the Veolia Bid.

Lighting: bearing in mind current adopted Lighting Policy in parks, consideration is needed on the possible provision of lighting through the Park that would promote key through-routes to local amenities, e.g. to bus stop, public house, café, school, etc. This may be possible for the Recreation Ground space, though we may need to consider the impact of lighting installation on the wildlife value of the Shop Road Woods route, despite the obvious through-route the woods provides to/from the school.

Seating: around all proposed routes, there would need to be suitable provision of seating (benches with backrests and armrests) well-spaced around site for accessibility purposes, as well as maximising viewpoints and provision for amenities such as the play area. Conversely, it would be important to avoid numerous seats being put close together at the risk of congregation and associated ASB. Specification needs to be durable but acknowledging the historic Conservation Area status of the location.

Bins: consideration of bins at entry points and at key amenities such as the play area need to be factored into the Master Plan. Bins need to be conveniently located for maintenance operatives to empty regularly.

Documentation Required: -

- Options for path specification and associated cost estimates
- Incorporation of path layout, seating and bins into draft Master Plan
- Possible lighting plan to promote park as off-road through-route
- Seating specification options for review
- Bin specification for review (standard Streetmaster Cardiff Bin (black) proposed)

D: Park Visibility, Vistas and Vegetation Management

Park Visibility from Street Scene: although one of the key assets at the core of the historic Village Conservation Area, and a major landscape feature of Knowsley Lane and Shop Road, the park is significantly hidden behind relatively unmanaged shrub border, hedgerow and tree growth making it an invisible feature and diminishing the historic character of the village centre.

Coupled with proposed entrance enhancements and creation of new entrances, vegetation management of the boundary of the park is needed to provide the vistas into the Park from the street scene and make it the key defining feature of the village centre to complement the pub and café as key historic buildings and public amenities. See below illustration of the comparative opportunity that could be created (not necessarily the open entrance feature, but more the vista concept that can be seen into the Park).

Image 1 – KVRG Shop Rd/Knowsley Ln

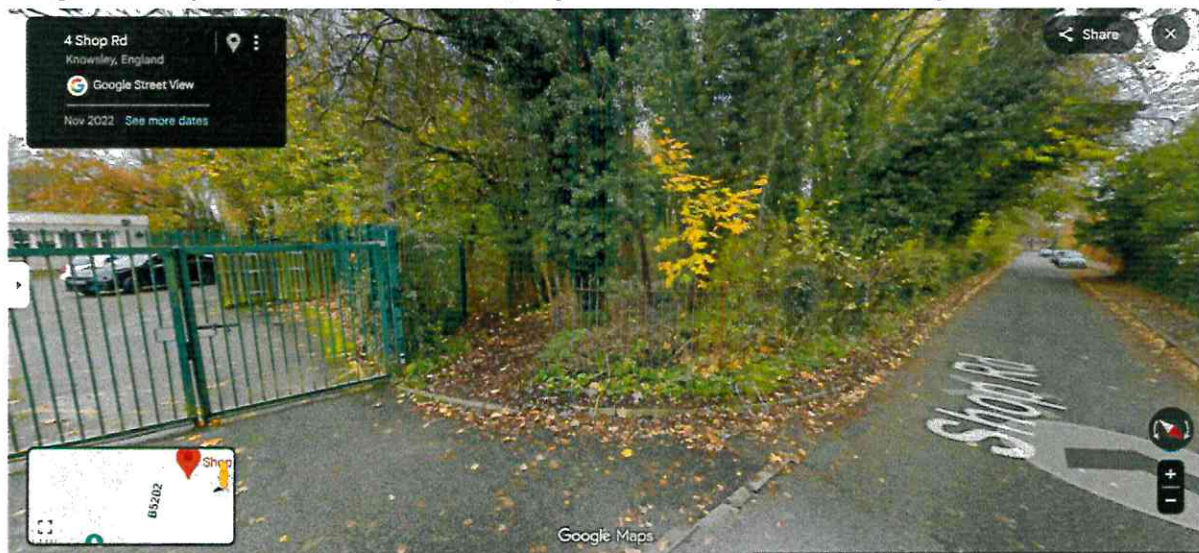


Image 2 – Victoria Park & Garden, Ormskirk



Park Vistas at Entrances: This same principle can be adopted at all the public entrances to ensure that there is a vista into the Park as passers by approach the site, particularly the proposed new entrance by the Bus Stop on Knowsley Lane and the entrance into Shop Road Woods (see below).

Image 3 – Shop Road Woods entrance, adjacent St. John Fisher Primary School



Park Landscaping: within the Recreation Ground, the existing shrub borders and planting needs to be reviewed for their condition and manageability. Important to keep the parkland landscape open with good sightlines but also maintain some planting interest. Good to explore planted areas, as well as consider options for wildflowers/bulb planting and tree planting, particularly around the perimeter path.

Woodland Management and Arboricultural Work: review of Shop Road Woods and the mature tree stock within the Recreation Ground to consider tree health & safety (including any Ash Dieback responses), crown lifting, selective thinning, ivy management, path ride and vista/sightlines work through the woodland, understorey/coppice management and ground flora diversification, as well as habitat creation (retention of standing/lying deadwood, etc.).

Useful to consider any works within the woodland area that would enhance it's use for educational/group activities such as Forest School, though being mindful of avoiding ASB/congregating point being generated in secluded area of the Park. Also consider any tree removal required in order to facilitate entrance/path installation works and other infrastructure enhancements (and associated TPO permissions given the Conservation Area status of the site).

Documentation Required: -

- Landscaping and vegetation management plan incorporated into draft Master Plan
- Tree planting plan incorporated into draft Master Plan
- Tree and Woodland Survey/Condition Assessment
- Tree and Woodland Management Plan
- Tree Removal Plan and Associated Tree Preservation Order Works Application, if required.

E: Play, Sports and Amenity Facilities

The following items would need review and inclusion in the Improvement Master Plan to sustain functionality within the Park.

Multi-Use Games Area: Review of the condition of this facility is required, in liaison with Knowsley Town Council. Although an apparently well-used facility, it is in deteriorating condition and would need renewal to bring it up to standard again. The Town Council reports that the MUGA requires a full refurbishment, including new flooring. Additionally, there is an issue with tree roots breaking through the current surface, making the ground uneven. Consideration of its sporting and recreational use, as well as control of its use needs to be discussed with Knowsley Town Council in order to shape the investment and the future management/controlled use of the facility (or for the facility to be an openly accessible resource).

There has been some mention of the option of re-locating of the MUGA to the rear of the community building (i.e. where the existing play area is). However, this may prove unviable if play facilities are invested in at the existing location (see below), subject to proposed grants being secured in the short term, as play facilities remain a priority for development of the site initially. It is worth noting the option of re-location, should the securing of external finance allow for this, if preferred (though relocation would seem a more costly option than refurbishment of the existing MUGA facility).

Play Area: existing remnant infrastructure from Play Pathfinder and older toddler play equipment needs removal, due to its expiring lifespan under the RoSPA inspections for the site. A renewed play facility is required to the specification of a local park scale. Key recent reference examples of a similar nature would include the recent Old Rough development (£130K+ budget) and also the Stockbridge Village Play Area development (£105k+ budget).

The play area will need to cater for younger children, up to 8 years, as well as the 8-13 age group. Consideration of youth provision may also need to be made to provide social space and challenge to this age group and avoid conflicts with the provision for younger age groups. Facilities may tie in with activities for these groups in the adjacent building. The Friends Group has delivered significant consultation around this subject, which needs to be used as reference (see Appendix A).

As mentioned earlier in this document, this facility forms the potential focus for an initial bid to Veolia Environmental Trust that needs to be submitted by 8th January 2026. A plan for a facility with accessible route from main entrance has already been drafted to the maximum grant value of £75,000. The intention would need to be that this facility could be supplemented at a later date should further funding and phases of work be achieved to reach the goal akin to the above-mentioned reference sites.

Rebecca Pennington is putting together a selection of additional pieces of play equipment beyond the £75,000 specification, should partners find ability to make match contributions to the scheme. A further consideration would be the complementary need to invest in the main pedestrian entrance feature of Shop Road to improve a safe and accessible route to the play area.

Trim Trail: the site has formerly had a wooden trim trail facility running down the side of the playing field. The items forming this trail need reviewing, but will most likely now be in need of replacement and it would be useful to consider a new facility that may complement the installation of a perimeter path and improvements to the MUGA to build the Park's health & fitness credentials. Consideration of a options for a new trim trail/green gym would be good to formulate to seek feedback from stakeholders on the focus/interest on this park facility.

Playing Field: formally recognised as a playing pitch, suitable for 9v9 football matches, this area is largely utilised as a multi-functional amenity space rather than a specialist sports pitch. In this context, the site needs to be assessed for it's general condition and levelness of ground, as well as free-draining capacity, in order to cater for wider ranging uses within the Park.

Any one-off restoration/ground conditioning works should be explored, as well as recommendations for enhanced annual maintenance regimes, such as verti-draining, earthquaking and other measures to improve drainage and counteract compaction of the ground.

Safeguarding of the extent of the playing pitch area within wider designs will be essential in order to ensure this potential for organised sports function is not lost from the site, especially given that there is an adjacent community building that would complement it's potential for at least junior football use, etc.

Documentation Required: -

- Condition assessment, specification and cost estimate for the restoration of the MUGA.
- 'Mini' Play Area Master Plan set to the specification to match value of Veolia Environmental Trust Grant (£75,000)
- Full Play Area Master Plan set to the specification matching value of similar reference projects such as Old Rough and Stockbridge Village Play Areas (Approx £130,000)
- Cost estimates for both Mini and Full Play Area options, as above.
- Specification and costings for new trim trail/green gym facility for the site.
- Condition assessment and specification for improvement of playing field area, as required.
- Incorporation of all items within overall Park Master Plan document.

G: Bob Whiley Community Centre

A briefing will be required from Knowsley Town Council on any required works associated with the Bob Whiley Community Centre. The building is open to accommodate the needs of user groups, currently operating Monday to Friday, 8:00 AM to 8:00 PM, although may close earlier—around 2:00 PM—on Fridays. Some key elements that may need reviewing relating to the building would be: -

- Addressing any building condition or defect issues
- Any issues relating to the car park layout and car parking provision on the site
- Essential infrastructure improvements, such as lighting, security, CCTV, etc. (existing provision relatively limited, with only small section of park near the play equipment covered by cameras)
- Internal enhancements to the building to improve it's functionality
- Consideration of existing provision and aspirations for new provision within the building based on community need
- Interaction between the building and the wider parkland site (e.g. easy access points between building and key park facilities, making building more front-facing in the Park).
- Energy efficiency/renewable measures that could be explored for the building.

Documentation Required: -

- To be confirmed when proposals and aspirations for investment in the building is defined further in collaboration with Knowsley Town Council.

APPENDIX A

Extract from Community Consultation Feedback Friends of Knowsley Village Rec & Green Spaces

Evidence of Need: Community Consultation

As part of the ongoing efforts to develop and improve Knowsley Village Recreation Ground, the Friends of Knowsley Village Rec & Green Spaces have led a comprehensive community consultation programme to understand local needs and priorities. These activities have directly informed the design and funding applications for the park's future redevelopment.

Friends Group Consultation Work 2023–2025:

Thanks to the hard work of volunteers and support from the community, the Friends Group have undertaken a series of impactful consultation activities, including:

- **Over 500** park users and residents reached through multiple events and consultation activities
- **Consultation packs delivered to all children at St John Fisher Primary School**, who contributed drawings, ideas, and written statements about their dream park. These were collated into a booklet shared with funders and partners.
- Participation in **3 seasonal events** (including Easter, Summer and Halloween), with park-based activities, surveys, and community boards to gather feedback. Each event attracted more than **100 local families**.
- A **public online survey** completed by **153 residents**, with results presented in pie charts and summary graphs. These highlighted demand for new play equipment, safer access, and outdoor exercise facilities.
- Held a village meeting to explain aims of the group and to find out what the whole village needs and wishes to see
- Worked with the **local school headteacher**, who provided formal written support, highlighting the benefits of safe access, improved play, and exercise facilities for school pupils.
- Held a **community bat walk and nature activity night**, which attracted families and encouraged appreciation of the Rec's green space value.
- Directly engaged with **over 100 local children**, through fun days and youth activities, to capture their voices on what they would like in the park.
- Consistently shared updates, photos, and consultation outcomes on social media, building a strong base of community support and visibility.
- Forest school sessions
- Kabs days
- Christmas event / summer fun day

Outcomes of the Consultation:

The core message from the consultation was clear: **The current park is not meeting the needs of local families and must be renewed to match the community's potential.**

Families expressed frustration at the lack of inclusive, modern, and safe play equipment and emphasised the need for accessible paths, benches, exercise stations, and sensory features. There was strong support for creating a welcoming space for **all age groups**, reducing isolation, and encouraging physical activity and wellbeing.

Knowsley Friends Group Written survey questionnaire July 2023

(Handed out to people during village meeting to address concern)

Community Consultation Survey Summary - July 2023

In July 2023, over 80 residents took part in a survey to share their views on the condition of Knowsley Village Recreation Ground and surrounding green space. The consultation gathered opinions on how the site is currently used, what the barriers to access are, and what local people want to see improved. The findings below summarise the key results and recurring themes.

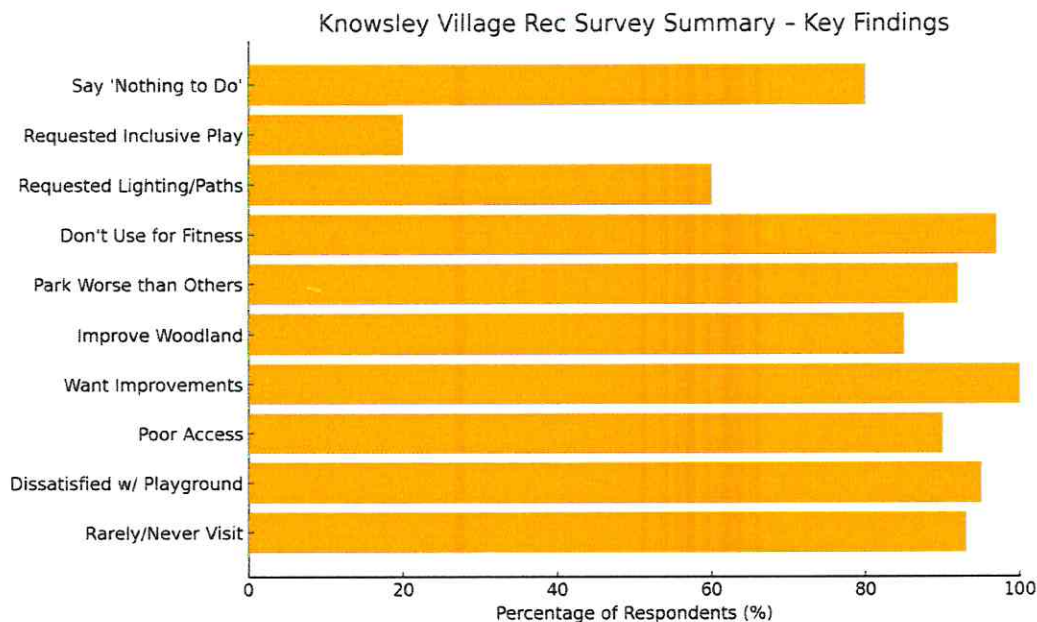
Prior to the formulation of a draft Park Master Plan for Knowsley recreational field on the back of the above consultation, an online consultation was carried out to provide our Partnership with a further understanding of the users of the Rec, their views on the Park at present and their main priorities for improvement for the future. Due to its clear priority status, specific focus was also given to the Play Area Improvements and greater detail was sought from the consultation on what people would like to see in the improvements.

Below outlines the outcome of this consultation that further consolidates the need for this Play Area Development Project:

Survey Results - Summary of Key Findings

- 93% of respondents visit rarely or not at all due to lack of facilities or poor condition.
- 95% of respondents are very dissatisfied with playground facilities.
- 90% of respondents are dissatisfied with access due to mud, flooding, and pram difficulties.
- 100% of respondents want better facilities, improved astro, benches and better maintenance.
- 85% of respondents want the green space maintained and more accessible.
- 92% of respondents say the park compares poorly to others like Prescott or Court Hey.
- 100% of respondents want inclusive, multi-age facilities in any redevelopment.
- 97% of respondents do not use the rec for exercise due to muddy conditions.
- 60% of respondents requested lighting, signage, and clearer paths.
- 20% of respondents specifically requested inclusive/special needs play equipment.
- 80% of respondents said it's just an 'open space with nothing to do'.

Visual Overview:



Community Voices - Common Comments

"We don't go - it's not a good park. No benches, not enough swings."

"The grass is always muddy and we can't use it with prams."

"There's just nothing for the kids to do. We go to Prescot instead."

"We are the forgotten village."

"Clear paths, signs, disabled access and lighting would make a huge difference."

- Ratings of the quality of existing park facilities for children are dissatisfactory
- Ratings of the quality of existing park facilities for people with disabilities are non-existent
- Ratings of the play facilities for children under 8 are low
- Highest scoring support in the Master Plan proposals was the play area (78%)
- Highest activities/events requests were for children/family activities (88%) followed by School Holiday activities (71%)

For specific questions relating the Play Area, the feedback through this consultation was as follows: -

- 80 respondents answered specific questions about the play area
- The vast majority of respondents were parents of children under 10 years old
- 3 respondents were parents of a child with disabilities
- Responses to the functions that the play area should achieve outlined an even spread of requirements, with all play functions receiving significant support
- Additional facilities required highlighted a particular need for additional seating, bins, suitable fencing to secure the facility and provision of shade.

- Further diverse suggestions were made in the associated open-ended questions, which re-iterated the importance of some of these functions, as well as outlining examples of excellent facilities parents and children have experienced at other locations.

School Consultation (April 2025): -

Alongside our community survey, over 60 local children (aged 4-11) from primary schools shared their vision for a dream park by drawing pictures and writing lists of their favourite equipment. These creative responses are vital to ensuring our future park is designed inclusively and reflects what children truly want. Our partnership was able to engage with local primary schools in the area to carry out a specific consultation with local children within the target age group for the proposed play area improvements. Appendix outlines an example of the questionnaire completed by the children, with a number of the illustrations provided by the children as examples of the response. In total, 60 responses were secured from the schools, recommendations of which have fed into the Master Plan design and will continue to inform final detailed designs as the scheme moves forward.

As expected the quality of those returned documents was great. The children have clearly engaged well with the project. It comes as no surprise that there are a vast range of ideas for diverse and educational play along with some brilliantly aspirational ideas such as playhouse climber and a fishpond - Top Requests from Children:

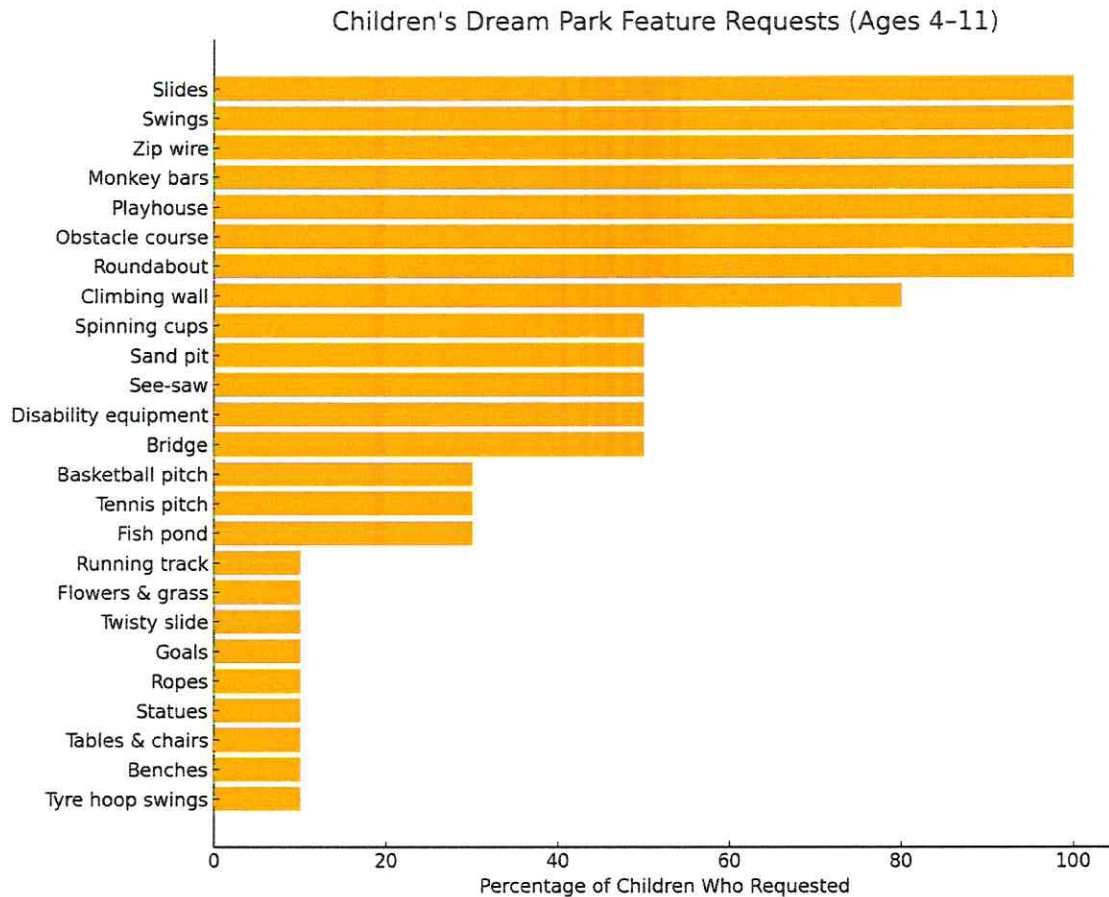
- Every single child asked for slides, swings, monkey bars, zip wires, playhouses and obstacle courses.
- 80% wanted a climbing wall.
- Around 50% requested sand pits, spinning cups, see-saws, bridges and inclusive equipment.
- 30% suggested basketball courts, tennis pitches and even fish ponds!
- 10% wanted nature features like flowers, trees, grass, plus goals, ropes and benches.

"The park should have a zip line, monkey bars and a twisty slide."

"We want space to play and stuff for little kids too."

"It needs more colour and places to sit."

This feedback reinforces the need for a park that's not only inclusive and adventurous, but also imaginative, safe and fun for all ages. The children's vision will directly shape future design proposals.



Partner and Stakeholder Letters of Support: -

Appendix sets out letters of support from our partners and other wider stakeholders in the project. These are as below with a summary of the messages provided within these letters: -

Knowsley Metropolitan Borough Council (Landowner of Knowsley Rec): -

- In line with the Knowsley Green Space Strategy, Knowsley Council recognises the importance of this project for achieving the spatial and quality standards of play provision for children and young people in the Prescot area.
- As landowner of the site, the Council gives permission to the Knowsley Borough Council to deliver this play area improvement scheme as leaseholder for the site.
- The Council is committed to supporting the process of developing new play facilities and offering the necessary match funding required to achieve this, as well as the specialist technical support to oversee its delivery.

Friends of Knowsley Village Rec & Green spaces group: -

- As the key community engagement structure associated with the Park, the Friends of Knowsley Rec fully support the proposals for Play Area Improvement.

- The Group recognises the value of this proposal, based on the consultation that they have delivered (as mentioned earlier in this document, which they confirm in their response).
- The Friends have been actively involved in the whole planning process associated with the play area and the wider Master Planning exercise for the Park and will continue to be moving forward.
- The Friends are applying for further funding which will contribute to the capital works of the scheme.
- The Friends will also be central to supporting the increase in volunteering activity associated with this project and working with other local family-based organisations to promote children's and family activities on the site.

St John Fisher Primary School: -

- As a representation of the local educational providers in the area, SJF Primary School's Headteacher has offered their letter of support to this scheme.
- The School re-iterate the importance of play to educational performance, making direct observations of the current condition of the facilities and their limitations at present.

Conclusion: -

The wealth of information obtained from a review of the limited condition and play value of the existing play facilities at the Rec combined with their strategic role as the primary play area for the Knowsley community has pointed towards this project being a key priority for our partnership to deliver.

Review of population and deprivation statistics for the area reflects the important gap that this current sub-standard facility is creating in our community, which we wish to resolve. The extensive feedback from the local community and other key stakeholders involved with children and families locally about the poor standard of the existing facilities and the support for improving those facilities demonstrates that this project will make a crucial contribution to the quality of life of children and families within the Prescot area, as well as support the sustainability of the wider community.

Our partnership would look forward to working with Veolia Environmental Trust on helping this scheme to become a reality for our community and make a real change to the lives of our local children and families.

