

Month	Park Agenda Item	Relating activities	Reason	For when
January		Order "in the Green" bulbs (Office?) Carry out any projects using underspend (Project Leads/GM/Contractors)		
February	Agree Parks Survey (Parks Sub-Committee)	Prepare Draft Parks Survey (Project Lead/Office) Launch Parks Survey as an online survey but with paper copies for parks with friends or facilities (Project Lead/Office) Plant "In the Green" bulbs Parks Team & Volunteers Planting infill plants (Project Leads/GM/Volunteers) Carry out any projects using underspend (Project Leads/GM/Contractors)		
March	Annual sub-committee Spring asset tour Project lead/GM/Councillors/Office) Meet with Friends/Asset Groups to review the year and finalise plans for coming year (Councillors, officers, groups/GM)	Carry out any projects using underspend (Project Leads/GM/Contractors)		
April		Produce report on maintenance requirements (ACManager/staff)		
May	Consider 2026 Projects (Parks sub-committee)	Contact any specialist provider re: Structures, Planning, Funding,		

		Accessibility, Environmental Health (Project Leads)		
June	Review Maintenance Requirements for Autumn/Winter (Parks sub-committee)			
July	Consider Spring bulb planting for following year (Parks sub-committee)*	If anything is beyond sub-committee delegations, then add to necessary agendas and update documentation. (Office)		
August	Consider detailed plans for 2026. If approved recommend to AID &FC (Parks sub-committee)	Order Spring bulbs* (Project Lead) Order materials, etc (Project Lead)		
September	AID & FC Consideration. If approved then sent to Budget and Loan. (Project Leads/Office) Annual sub-committee Autumn asset tour Project lead/GM/ Councillors/Office)			
October	Consider sites for "in the Green" Planting and then consider bulbs and quantities Meet with Friends/Asset Groups to review the year and discuss outline plans for coming year Councillors, officers, groups/GM)	Planting Spring Bulbs leaving Tulips to the end (Grounds Maintenance Team) Consider any underspends in planting, bulbs infrastructure etc & produce recommendations/ report for sub-committee (Project Leads)	Tulips are less likely to go blind if they are planted when the temperatures are lower.	

November	Review Photos for the last year and consider needs for filling in planting in spring & consider options. Sub-committee/Project Leads) Consider underspend report/recommendations as well as any sub-committee or Friends/groups considerations). (Parks sub-committee)	If any spending goes over Parks delegations – forward to appropriate committees as required. (Office) Feed back to Friends/groups on decisions following		
December	Report back from Budget and Loan re 2026 funding	Order infill plants (Project Leads/Office) Organise any ordering/requirements for infill or maintenance Project Leads/Office		

Regular Agenda Items

Parks review – photos of those areas which have, are or will be receiving improvements. Any notes from each meeting would be compiled into a document for consideration in November along with any recommendations.

Any funding opportunities including pros and cons of the funding.

Feedback from GM staff (maybe as well as acm it could be a on a rota for individual GM staff to attend). It would allow staff to see what and how the councillors consider as well as leading to understanding of each GMs skills and experience as an employee and each would be able to put a name to a face.

Climate, Health and Educational matters reflected on agenda items or potential for consideration.