Darwin Gardens
Millennium Green

Management Action Plan 2026

The aims and objectives of the Darwin Gardens Millennium Green Trust can be found at Darwin Gardens Millennium Green Trust | Darwin Gardens

	Details	Actions Required	How	By Whom and When	Progress/Notes
Branding of Darwin Gardens	Entrances	Entrance and signage checked during monthly inspections.	Councillors and contractor carry out monthly inspections and report any issues to the officer to arrange appropriate action.	Cllrs / Officers / Contractor	Checked monthly.
Signage & Notice boards	Signage and noticeboards strategy	Approve a strategy for the maintenance of existing boards and the provision of new information boards	Planned quarterly reviews of noticeboards. Planned strategy for improvement, repair and maintenance of notice boards and signage over 2-3 years.	Darwin Gardens Trust and officers	Strategy approved 20/01/26. Quotes for Phase 1 to be sourced and considered at May 26 meeting.
	Signage in Car Park	Signage regularly monitored via routine inspections.	Monthly inspection by Councillors / Officers	Cllrs / Officer	Checked monthly.
	Noticeboards	Update information quarterly.	Refresh notices in boards. Monthly inspection to review notices and information.	Quarterly. Officer / Cllrs	Quarterly review of noticeboard added to Officer calendar of works. Checked monthly.

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	Information Boards	To agree a strategy for provision of new boards displaying information regarding biodiversity, history of the site etc.	Agreed programme of works.	DGT / Officers	Strategy approved 20/01/26.
Equal Access for All	Improved accessibility	Investigate creating safe threshold for wheelchairs/mobility scooter users between car park and mown area to picnic table.	The area is currently being maintained through increased mowing in warmer months to create a path. Install threshold to create better access to this area.	DGT /Officers	Officer to investigate costs of installing a ramp and present quotes at May 26 meeting.
		Monthly checks to identify accessibility issues	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action	Officer/ Cllr	Item added to monthly inspection checklist.
		Investigate creation of a disabled parking bay with hatched area to maintain accessibility to access path for wheelchairs and pushchairs.	Pursue with BMDC (owners of the car park)	Officers	BDMC further contacted 13/01/26 Issue added to maintenance tracker.
	Preserve pedestrian access to the 3 footpaths that lead out of the car park, so that they are not blocked by cars.	Liaise with BMDC re possible crosshatch markings on car park surface.	To pursue with BMDC	Officers	BDMC further contacted 13/01/26. Issue added to maintenance tracker.
Health and Safety	General	Regular site visits are carried out to identify risks and highlight maintenance issues.	Schedule of checks and risk assessment routine checks in place. Monthly site inspection	Officer/ Cllr	Checked monthly.

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			Quarterly H&S checks Annual H&S Risk Assessment Any issues are reported to officers to action		2026 H&S Risk Assessment approved by Trust 20/01/2026. First quarterly inspection scheduled to take place February 26 by Officer & Trust Chair.
	Benches and tables	Ongoing cleaning, maintenance and repair.	Contractor to undertake repairs and maintenance during routine visits Ilkley Town Council Town Warden to carry out cleaning annually in the spring.	Officer/ Cllr/ Town Warden	Checked monthly
	Flagpole	Regular inspections Annual service.	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action.		Item added to monthly inspection checklist. Expenditure for annual service approved on 20/01/26 and order placed.
	Pond	Regular inspections and safety checks.	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action. Contractor to carry out any maintenance required during routine visits	Officer/ Cllr/ Contractor	Fence and gate to be installed around pond area. Quotes to be sourced and approved at May 26 meeting. Checked monthly.

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	Leaves and mud	Check for leaves and mud which are causing problems. Ensure leaf storage areas are provided and maintained.	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action.	Officer/ Cllr/ Contractor	Checked monthly.
	Safety of individuals, especially at dusk or in darkness	Two tree canopies bordering onto Wells Road, and footpath on north border, block out the light from the streetlights when the trees are in full leaf.		Officer/ Cllr/ Contractor	To be addressed as per the 2025 Tree Survey.
	Poles around edge of car park	Regular inspections to identify any issues.	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action. Contractor to carry out any maintenance required during routine visits.	Officer/ Cllr/ Contractor	Checked monthly.
Cleanliness and Maintenance	Litter and Dog Fouling	Continue to monitor. Litter picking sessions to be arranged as required with Cllrs and Officers.	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action.	Officer/ Cllr/ Contractor	Checked monthly.
	Overall standard of maintenance	Continue to monitor.	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action Routine site visits by contractor.	Officer/ Cllr/ Contractor	Checked monthly.

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	Leaf compost containers	Monitor condition.	Councillors carry out monthly inspections and report any issues to the officer to arrange appropriate action. Contractor to carry out any maintenance required during routine visits.	Officer/ Cllr/ Contractor	Checked monthly.
Biodiversity and Conservation	Biodiversity Survey Botany Survey	A full biodiversity survey would be of great use and would enable the Trust to monitor and conserve the biodiversity of the site going forward.	To investigate opportunities for a biodiversity survey.	Cllrs/ Officers	
	Trees	Full tree survey carried out in 2025 – to review findings and address any issues identified.		Officer/ Contractor	Tree Report and recommendations received Jan 26. Trust to now consider and draw up an action plan of works.
	Pollination	Introduce more pollinators. Area identified at site visit. Investigate pollinating shrubs to provide blooms throughout the year.	Additional planting in 2026.	Officer/ Contractor/ Councillors	ICS says there are more than 800 plants with the name Darwin – suggest we identify 3 this year to plant.
Events and Activities	History of the site	Expand on the history of the site (formerly known as West View Park) and add detail and pictures to the website.	Ask Ilkley Civic Society to provide a brief history, with photos if available.		New information board to be placed in DG spring/ summer 2026.
	Events Calendar	Events Calendar approved for a programme of events in 2026.		Officer/ Trust	Events calendar approved Jan 26.

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					Monthly activities scheduled.
	Community walks	Request that Ilkley Civic Society include Darwin Gardens in their 2026 programme of history walk. Request another Darwin Gardens tree trail walk.	Publicise details of walks.	Cllr Cheater to contact ICS and Ilkley Tree Trails	
	Families and community	Encourage people to visit the site for recreation and outdoor activity. Promote DG through *Love Parks* branding.	Use social media to raise awareness. Use Love Parks resource packs.	Officers	Regular FB posts with photos. Calendar of activities to be added to council comms strategy to promote.
	School Visits	Remind schools about our web-based activities – contact to invite them to use Darwin Gardens as an outdoor learning and recreation facility.	Contact schools to invite them to visit Darwin Gardens.	Officer/ Cllr Spring 2026	Letter/email to all schools annually in March.
	Increase regular use of the park	Invite the public to come to Darwin Gardens for outdoor recreation.	Post links to our web-based resources for walks and trails.	Officer/ Cllr	Regular posts on website and social media.
	Events	Bring your own picnic events throughout the spring, summer and autumn.	Use social media when weather forecast is good.	Officers/ Cllr	Ongoing.
Community Engagement	Social media	To adopt a Communications Strategy and to increase use of social media	Schedule regular posts.	Officers – ongoing	Comms strategy in progress for May 26 meeting.
	Website	Monitor and maintain DGT website: https://darwingardens.org.uk/	Maintain website and add information as required.	Officer and Cllr	Comms strategy in progress for May 26 meeting.
	Friends of Darwin Gardens Millennium Green	Increase engagement and involvement of existing groups.	Liaise with existing groups, e.g. Friends of Ilkley Moor and Litter		Longer term plan needs consideration of how to manage

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			Free Ilkley, youth groups etc.		and available resources.
	Increase youth engagement	School visits.	Invite schools to visit the site.	Officers and Cllrs Spring 2026.	Added to Officer planning calendar.

2025 Achievements

Details	Actions completed	Further actions planned
Entrances	New entry sign installed in August 2025	
Maze map has mould spots. Image needs renewing, frame and board need replacing.	Quotes obtained Nov 25 Record of sponsors now held electronically Digital copy of maze map is being produced Replacement board to be installed early 2026	Digital copy made and received. New board with artwork ordered Jan 26.
Website and social media	DGT website was updated and enhanced in 2025	Website and social media monitored and updated regularly – ongoing facebook.com/DarwinGardens
Celebration of 25th Anniversary in 2025	A new noticeboard was installed with information about the history of the site and the creation of Darwin Gardens by Frazer Irwin. The new board was unveiled at a 25th Anniversary celebration event. Memorial board press release	
Tree Walk	Community Tree Trail walk hosted in August 2025 more about the trail can be found on the website. darwingardens.org.uk/darwin-gardens-and-ilkley-moor-tree-trail/	Event to be held again in June 26. Promotion of event to start April 26.
Love Parks Week events in July / August 2025	Events to celebrate and promote Love parks week took place over the summer months. More details available via the link Darwin Gardens Love Parks	More and similar events planned for 2026.

Future Projects – to prioritise and plan

Details	Actions Required	How	By Whom and When	Progress/Notes
Investigate feasibility and cost of installing water bottle refill station	Find out cost of water supply	Contact Friends of Ilkley Moor.	Officer May 26	Action assigned and tabled for May 26 agenda.
Investigate grant funding for installation of compost toilet	Source grant funding opportunities	YLCA circulars	Officer May 26	Action assigned and tabled for May 26 agenda.
Science Trail being created	Clarify DGT involvement	Contact organisers	Officer May 26	Action assigned and tabled for May 26 agenda.
Flora survey			Officer May 26	Action assigned and tabled for May 26 agenda.
Defibrillator	Explore feasibility of installing.	Source electricity supply	Officer. May 26.	Action assigned and tabled for May 26 agenda.

Events Calendar 2026 – approved Jan 26

Date and time	Event	Who to invite	How	By whom and when
February	Unveil refurbished maze board	Ilkley residents, councillors	Social media, DG website	
March	Leaf Day	Ilkley residents, councillors, local groups	Social media, DG website	
April	Easter picnic	Schools, youth groups, families	Letters to schools Posts on social media	

June	Civic Society History walk Tree walks Unveil history information board	Civic Society Residents Visitors	Civic Society, ITC and DGT to publicise Posters Press release Social media	
July	Litter pick Love Parks – themed picnics	ITC Residents FoIM	Social media, DG website	
August	Summer picnics – maze explorers	Ilkley residents, councillors, local groups	Social media, DG website	
September	Autumn litter pick	ITC		
October	Leaf day	Ilkley residents, councillors, local groups	Social media, DG website	