



Website: www.whitwickpc.org.uk

Restrictions apply on capacity in the building for public seating.

24 September 2021

To: The Chairman and Members of the Property Management and General Purposes Committee

(copied to all parish councillors for information)

Dear Members,

I hereby summon you to attend a Meeting of the **Property Management and General Purposes Committee** to be held at **7.00 pm on Thursday, 7 October 2021** at **Park Hall, Whitwick Park, North Street, Whitwick**, for the purpose of transacting the following items of business.

Yours faithfully

A handwritten signature in cursive script that reads 'Cathy Tibbles'.

Cathy Tibbles, PSLCC
Parish Manager

*Members of the public are welcome to attend and observe the meeting.
Questions may be asked under the appropriate item if matters fall within the remit of the Committee.*

2624. APOLOGIES FOR ABSENCE

2625. DECLARATIONS OF INTEREST

To receive declarations of interests in respect of items on the agenda. Members are reminded that they must declare whether the interest is a 'disclosable pecuniary interest' (in which case you must leave the meeting while that item is under discussion) or a 'disclosable non-pecuniary interest' (where you may remain in the meeting, vote and speak on the matter unless to do so would compromise your impartiality or other obligations set out in the Code of Conduct).

2626. MINUTES

To approve the minutes of the previous meeting held on 1 July, 14 July and 2 September 2021 (to follow and/or to be deferred).

Members' instructions are requested.

2627. TERMS OF REFERENCE

To review the terms of reference for the Committee and if required submit recommendations for any changes to the council (see attached).

Members' instructions are requested.

2628. PUBLIC QUESTION AND ANSWER SESSION

2629. CAR HILL ROCK

At the request of the council, members to consider any specific issues on the management of this open space, following questions raised by members of the public.

Members' instructions are requested.

2630. QUOTATIONS FOR TREE SURVEY ON PARISH OPEN SPACES

Following contact to 13 arboriculturists in the region, members to note that 6 companies have declined, 4 have not yet replied and 3 have expressed an interest. Members to consider the quotations and commission a survey at the earliest opportunity (information to follow when parish deadline is reached, agenda may be updated).

Members' instructions are requested.

2631. PARISH PROJECTS - WORKING PARTY/LINK COUNCILLOR REPORTS

To consider progress since the last report/meeting and/or any recommendations for approval and opportunities for discussion/questions from members (see information enclosed/to follow/to be tabled):

- a) Playground Working Party – to note the new green bin has been ordered for installation at Hilary Crescent in the agreed location when it is delivered;
- b) consideration of future updating of more play equipment (quotes awaited to follow when received);
- c) Bowls Link Councillor
- d) Allotments Link Councillor – Thornborough Road
- e) Allotments Link Councillor – Walkers Flats

PROJECTS

1. The steps aside of Park Hall leading up to the grass area – provisional start date of 6 September was not feasible and update has been requested again by the Parish Manager;
2. New Signage for the Pavilion/Green/Parking/Tennis Courts –action still required by Parish Manager;
3. Repairs to the Old Station Building – now completed;
4. Installation of the Miners Memorial Seat in front of the Wheel is complete – Parish Manager still awaiting wording for memorial plaque;
5. Park Hall Heating installation – works completed with minor matters to be followed up, with handover of instructions etc; warranty has been registered until 9/9/2026 and insurance cover also received

for the warranty in the event of the company ceasing trading before expiry date;

6. Grit Bins –arrangements to be confirmed for filling and washing of parish grit bins, including changeover to new padlocks;
7. Memorial Garden in Whitwick Park – update requested from members to confirm the outline design for groundworks, in line with previous discussions; quotations to be considered for creation of new footpaths (information to follow when available); to agree date for site meeting and review of design; members to note the donation of a memorial rock by Whitwick Quarry as one of the focal points for this garden (subject to transport being arranged); miners memorial bench due to be delivered in October;
8. Car Hill Rock – members to note that Cllr Woodward has successfully approached Whitwick Quarry for donation of rocks for the agreed gabions at no cost, subject to our own transport being arranged;
9. Seasonal Lighting – as previously agreed, members to clarify instructions on the number and location of lights to local businesses that supported the scheme during covid; connection to electrical supply to be arranged for flagpole Christmas lights;

Members’ instructions are requested, with agreement on any matters to refer to Council.

2632. EXCLUSION OF PRESS AND PUBLIC

Members to consider, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, whether the public and press is excluded from parts of the meeting below (Item 2618 b) on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

Members’ instructions are required.

2633. LAND MATTERS – LEGAL INSTRUCTION

Members to consider the information from the council’s solicitor regarding enforcement action that is under investigation (confidential information previously circulated to members).

Members’ instructions are required.

2634. LAND MATTERS – KING GEORGES FIELD

NB When acting as a charity trustee it must always put the interests of the charity before the interests of the Parish Council. As Trustees, members to note the action list is awaiting updating and also consider:

WHITWICK PARK

- a) vandalism to inclusive roundabout – broken arm was reconnected but created a new finger entrapment hazard so had to be removed again; JR Landscaping has contacted the manufacturer and is awaiting advice – verbal update to be given;
- b) consideration of CCTV protection and/or installation of system; *no action taken on this item by the Parish Manager;*

- c) three new benches have been ordered for installation – one memorial bench donated for the Bowling Green area and two in the park – delivery date awaited; map location attached for two;
- d) concern expressed by resident about intrusion through fencing of hedgerow growth from the park – photos taken by the Parish Manager and no overgrowth or weeds found so further clarification awaited;
- e) progress update by the Parish Manager on land matters previously agreed for action;

PARSONWOOD HILL (part)

- f) no other new matters for consideration;

2635. LAND MATTERS – EXCEPT KGV LAND

Members to note the action list is awaiting updating and also consider:

ALLOTMENTS

- a) invitation extended via email to Thornborough Road Allotment Society to nominate members and suggest possible dates to meet and review the 2016 management agreement, which will be extended for 12 months – update to be given when response is received;
- b) any matters requiring attention/action by or for the management committees for Thornborough Road and Walkers Flats Allotments;

RECREATION/OPEN SPACES

- c) Installation of bin by JR Landscaping at Perran Avenue (Hall Lane) has been requested (with the new green design previously chosen by the parish council), delivery date awaited before installation can be arranged;
- d) Parish Manager to update members on the intended purpose/location of the black bins held in stock by JR Landscaping;
- e) to note that a tree at WPC.012 is potentially suffering from Oak Rust (leaves shown at previous meeting) – the imminent tree survey should confirm if any action is required or whether a harsh winter would help in reducing the infection;
- f) to note the approved quotation for construction of a new pathway from Green Lane to Hermitage play equipment has not yet been accepted by the Parish Manager (access to the on-line quote being a problem); therefore no date has yet been agreed;
- g) to note that purchase of £120 of bulbs is being arranged (crocus, narcissi), supplemented by existing daffodil bulbs, to enable Meadow Barn View to plant these in partnership with members on parish land (details to be confirmed and liaised by Cllr Moulton/Ms Colledge if necessary);
- h) to note that Cllr Moulton and the Parish Manager satisfactorily tested the new equipment recently purchased (lights and gazebo);
- i) to consider flooding problem at WPC.011, with report awaited on potential collapsed storm drain identified by the County Council (information to follow when available or site meeting to be arranged);
- j) progress update by the Parish Manager on land matters previously agreed for action;

Members' instructions are requested.

2636. BUILDINGS' MANAGEMENT

Members to note the action list is awaiting updating and also consider:
PARK HALL:

- a) update on regular hire at Park Hall;
- b) review of building repairs and maintenance issues;
- c) review of external areas;
- d) members to note the broadband quotation previously approved has now been clarified and accepted at £40 per month with free connection by the provider, with reduced initial installation and set up costs subject to 'reach' within the building; date for installation to be confirmed;

COMMUNITY OFFICE:

- e) to note the Parish Manager has purchased an additional locking cupboard for the office for essential/secure storage, with a filing cabinet potentially being relocated in the office at Park Hall – thanks to Cllr Moulton for his assistance with moving furniture;
- f) review of building repairs and maintenance issues;

PAVILION/TOILETS, OUTBUILDINGS and OLD RAILWAY STATION:

- g) Old Railway Station - request received for servicing of the boiler and a copy of the certificate when completed, with arrangements also requested for servicing of fire extinguishers;
- h) the electrical works to the toilets are now completed;
- i) review of building repairs and maintenance issues;

Members' instructions are requested.

2637. BUDGET RECOMMENDATIONS

In accordance with Standing Order 4.5.2, the Committee are invited to consider and submit their written estimate of expenditure for 2022/23 to the Proper Officer and potential longer term projects. Following opportunity for budget training by the Parish Manager, forms for suggestions will be circulated to those who attended (form to follow).

Members' instructions are requested.

2638. OTHER MATTERS FOR FUTURE AGENDA

Members to suggest other land matters for consideration at the next meeting.

Members' instructions are requested.

Date of next meeting: Thursday 4 November 2021 at 7 pm

N.B. THIS IS A PUBLIC MEETING AND THERE IS A STATUTORY RIGHT FOR ANYONE TO RECORD IT. Please can everyone read this advice and important information.

Standing Order 5.8 states: Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted." The Council asks to be notified prior to the start of the meeting so that councillors and members of the public are aware. Please note the Chairman has the right to ask the recording be stopped if the Chairman reasonably believed that the meeting is being disrupted because of the recording, if the recording is preventing the public participating or is inhibiting community involvement or if the meeting moves into confidential session. If you object to being recorded please notify the Chairman or Parish Manager. We will endeavour to ensure that your objections are respected. However, we are not able to guarantee this. This is a meeting held in public and there is a statutory right for anyone to record it. Anyone at the meeting may use Twitter, Facebook or similar social media provided that the Chairman does not consider their actions are disrupting the proceedings of the meeting.

TERMS OF REFERENCE AND DELEGATED POWERS

Name of Committee **Property Management and General Purposes Committee**

Chairman and Members of this Committee

Elections are made at the Annual Council meeting in May and terms of reference are held in the front of the Minute Book. Any changes to this are by resolution of Council and updated accordingly in the front of the Minute Book. There are 4 members and two non-councillor members (with voting rights) appointed by council.

Quorum: Three members.

Reserve Members: any parish councillor may be invited to attend as a reserve member if needed to maintain a quorum.

Functions, delegated responsibilities/authority and powers

Committee is responsible for operation, maintenance and management of all Parish Council buildings and open spaces, in accordance with policy of the council. To appoint Lead Councillors for specific areas to work with Parish Manager and provide support. Fulfil the Trustee responsibility for the parish council on matters relating to King Georges Field, consulting when necessary with Fields in Trust who hold a covenant on Whitwick Park and Parsonwood Hill Recreation Space (part only). Committee/Council to instruct the Parish Manager if guests are to be invited to meetings according to need, e.g. allotment management, bowling club, tree management, grounds maintenance. All staff associated with latter report to Committee, normally through the Parish Manager. Council retains responsibility for creation of new staff positions.

Committee can make decisions, including those within the allocation of funds within respective budgets. Any recommendation outside budget will be referred to Full Council. To assess and prepare annual budget recommendations to Council, including provision for future maintenance, replacement or upgrading of items for which it is responsible. If the Committee choose to refer a specific matter then recommendations are implemented only after ratification by Full Council. The Committee must at all times consider its duty to best value, Equal Opportunities (race, religion, gender, sexual orientation, marital status, age and any disability), Crime and Disorder, Health and Safety and Human Rights.

Delegation to Parish Manager of day-to-day matters, approval of hire requests, booking management and routine maintenance as appropriate, who will liaise with the Caretaker(s) accordingly. Parish Manager to recruit for existing staff positions if/when appointments are needed, in conjunction with support from the Committee. Expenditure authorised up to but not exceeding £500 on routine matters, which is in addition to authority for emergency repairs also up to but not exceeding £5000.

Meeting venue and frequency

First Thursday of each month, except August. Time according to need of members/schedule at Park Hall.

Officers requested to attend

Parish Manager

Reviewed by Councillors annually at first meeting following May

Signed by:

Print Name.....Signature..... Date.....
Chairman of Committee

Print Name.....Signature..... Date.....
Member

Print Name.....Signature..... Date.....
Member

SIGNED COPY IS KEPT BY THE PARISH MANAGER AND AVAILABLE ON REQUEST OR TO VIEW AT COUNCIL AND COMMITTEE MEETINGS.

Any alterations to the functions, responsibilities or powers of this Committee to be resolved by Full Council and a copy of the Minutes to be attached to this form.

Whitwick CP

WPC.024

WHITWICK PARK - KING GEORGE FIELD

Date: 27-9-2014

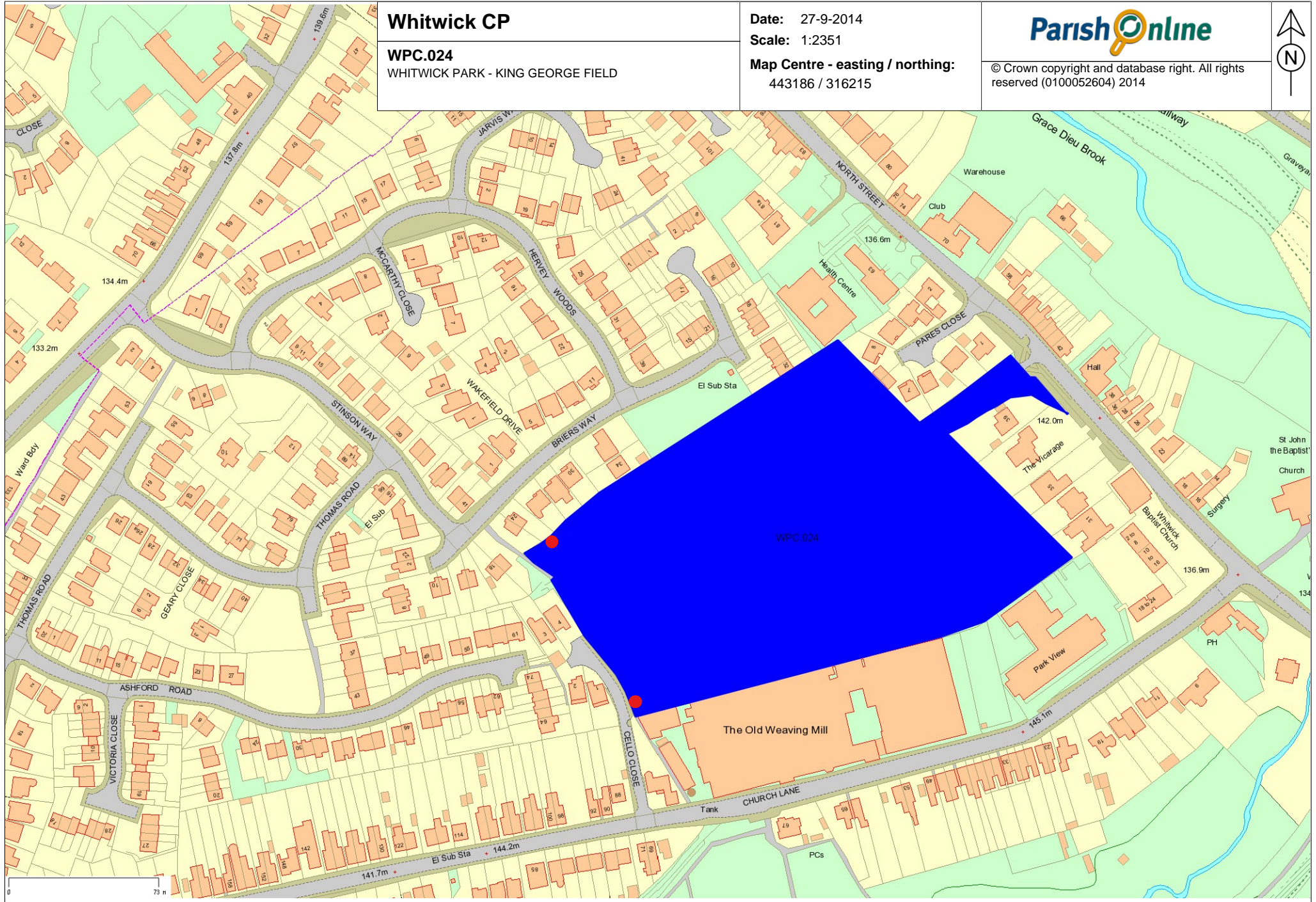
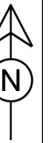
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COMPANY A

I have also attached an old survey Report and Schedule from a different PC for you info.
On site inspection could start within three weeks of an official order being placed, on engagement I would be happy to offer advice regarding future planting on any of your sites.

XXX would be pleased to carry out a survey of trees at various sites as discussed on behalf of Whitwick Parish Council

The cost for the survey would be £3750.00 (+vat if applicable).

The survey would include:-

Site specific report for each site.

A specialist tree health and safety inspection for approximately 1750 trees and tree groups.

Detailed tree schedule and plans for each site.

Identification of remedial work where it is required to address health and safety issues.

Access to XXX procured tree work contract – an estimate for remedial tree work can be produced on request.

I trust this is acceptable, please let me know if you would like XXX to continue with the survey and we will program it in for the coming weeks.

If you have any questions please feel free to contact me on XXX.

Higham On The Hill, Hinckley & Bos (W)

Tree Id	Common	Height	Spread	Age Class	Site features	Conditions	Recommendations	Priority	Comments
1	Whitebeam	8.0m	9.0m	Middle-Aged	Adjacent - Entrance	Crown - Minor Deadwood < 100mm Fair Trunk - Minor Trunk Decay	None recorded..	No action required	
2	Cherry spp	8.0m	7.0m	Young-Mature	None recorded..	Crown - Minor Deadwood < 100mm Fair	None recorded..	No action required	
3	Cherry spp	8.0m	7.0m	Young-Mature	Growing In - Other (Railings)	Crown - Minor Deadwood < 100mm Fair Trunk - Multi-stemmed	None recorded..	No action required	
4	Cherry spp	6.0m	6.0m	Mature	None recorded..	Crown - Minor Deadwood < 100mm Fair	None recorded..	No action required	
5	Cherry spp	6.0m	6.0m	Young-Mature	None recorded..	Crown - Minor Deadwood < 100mm Crown - Old Pollard Fair Trunk - Epicomics/suckers	None recorded..	No action required	
6	Whitebeam	8.0m	9.0m	Middle-Aged	None recorded..	Crown - Ivy/climber Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	Crown Lift Cut Ivy (No Price) General Works	Priority 2	

Higham On The Hill, Hinckley & Bos (W) ... (contd)..

Tree Id	Common	Height	Spread	Age Class	Site features	Conditions	Recommendations	Priority	Comments
7	Cherry spp	11.0m	10.0m	Young-Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Crown - Poor pruning/old stubs Fair Trunk - Forked Trunk Trunk - Weak Unions	Crown Lift General Works	Priority 2	
8	Purple Jap Maple	12.0m	11.0m	Young-Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Fair Trunk - Forked Trunk Trunk - Weak Unions	Crown Lift General Works	Priority 2	
9	Whitebeam	7.0m	7.0m	Young-Mature	None recorded..	Crown - Minor Deadwood < 100mm Fair Trunk - Surface Bark Wound	Crown Lift General Works	Priority 2	
10	Rowan	7.0m	7.0m	Young-Mature	None recorded..	Fair Trunk - Minor Trunk Decay Trunk - Surface Bark Wound	Crown Lift General Works	Priority 2	
11	Pine spp	7.0m	7.0m	Over-Mature	None recorded..	Dead Trunk - Minor Trunk Decay Trunk - Surface Bark Wound	Straight Fell	Priority 1	

Higham On The Hill, Hinckley & Bos (W) ... (contd)..

Tree Id	Common	Height	Spread	Age Class	Site features	Conditions	Recommendations	Priority	Comments
12	Common Lime	15.0m	14.0m	Mature	Growing In - Other (railings)	Crown - Crossing Branches Crown - Dense Crown Foliage Crown - Low Branches Crown - Minor Deadwood < 100mm Fair Trunk - Forked Trunk Trunk - Occluded wound	None recorded..	No action required	
13	English Oak	18.0m	15.0m	Mature	Growing In - Boundary	Crown - Low Branches Crown - Major Deadwood >100mm Fair Trunk - Ivy/Climber Trunk - Forked Trunk	Clean Out Crown Lift Cut Ivy (No Price) General Works	Priority 1	
14	Common Holly	7.0m	7.0m	Middle-Aged	None recorded..	Fair Trunk - Multi-stemmed	None recorded..	No action required	
15	English Oak	18.0m	15.0m	Mature	Growing In - Boundary	Crown - Crossing Branches Crown - Low Branches Crown - Major Deadwood >100mm Crown - Poor pruning/old stubs Fair Trunk - Ivy/Climber Trunk - Forked Trunk	Clean Out Crown Lift General Works	Priority 1	
16	Wych Elm	9.0m	8.0m	Semi-Mature	None recorded..	Fair Trunk - Multi-stemmed	None recorded..	No action required	
17	Common Holly	7.0m	7.0m	Middle-Aged	None recorded..	Fair	None recorded..	No action required	

Higham On The Hill, Hinckley & Bos (W) ... (contd)..

Tree Id	Common	Height	Spread	Age Class	Site features	Conditions	Recommendations	Priority	Comments
18	Common Holly	9.0m	8.0m	Middle-Aged	None recorded..	Crown - Low Branches Fair Trunk - Multi-stemmed	None recorded..	No action required	
19	Common Yew	6.0m	7.0m	Middle-Aged	None recorded..	Crown - Low Branches Good	None recorded..	No action required	
20	Common Yew	6.0m	7.0m	Middle-Aged	None recorded..	Crown - Low Branches Good	None recorded..	No action required	
21	Austrian Pine	18.0m	16.0m	Mature	None recorded..	Crown - Minor Deadwood < 100mm Fair Trunk - Forked Trunk Trunk - Included Bark Trunk - Minor Trunk Decay Trunk - Weak Unions Trunk - Tearout wound	None recorded..	No action required	
22	English Oak	3.0m	2.0m	Young	None recorded..	Crown - Low Branches Good	None recorded..	No action required	
23	Austrian Pine	16.0m	16.0m	Mature	None recorded..	Crown - Minor Deadwood < 100mm Fair Trunk - Forked Trunk Trunk - Minor Trunk Decay Trunk - Poor Pruning Wound Trunk - Weak Unions Trunk - Tearout wound	None recorded..	No action required	
24	Thuja species	11.0m	8.0m	Middle-Aged	None recorded..	Crown - Low Branches Good	None recorded..	No action required	

Higham On The Hill, Hinckley & Bos (W) ... (contd)..

Tree Id	Common	Height	Spread	Age Class	Site features	Conditions	Recommendations	Priority	Comments
25	Cypress spp	10.0m	6.0m	Middle-Aged	None recorded..	Crown - Asymmetric Crown Crown - Minor Deadwood < 100mm Fair Trunk - Leaning	None recorded..	No action required	
26	Austrian Pine	15.0m	14.0m	Middle-Aged	None recorded..	Crown - Minor Deadwood < 100mm Fair Trunk - Minor Trunk Decay (At 5m)	None recorded..	No action required	
27	Scots Pine	15.0m	14.0m	Mature	None recorded..	Crown - Minor Deadwood < 100mm Fair Trunk - Minor Trunk Decay (At base)	None recorded..	No action required	
28	Austrian Pine	17.0m	15.0m	Mature	None recorded..	Crown - Major Deadwood >100mm Fair Trunk - Minor Trunk Decay (At base)	Clean Out General Works	Priority 2	
29	Austrian Pine	15.0m	14.0m	Mature	None recorded..	Crown - Major Deadwood >100mm Fair Trunk - Ivy/Climber Trunk - Forked Trunk	Clean Out Cut Ivy (No Price) General Works	Priority 2	
30	Scots Pine	17.0m	14.0m	Mature	None recorded..	Crown - Broken Hanging Branches Crown - Minor Deadwood < 100mm Fair Trunk - Poor Pruning Wound	Clean Out General Works	Priority 1	

Higham On The Hill, Hinckley & Bos (W) ... (contd)..

Tree Id	Common	Height	Spread	Age Class	Site features	Conditions	Recommendations	Priority	Comments
31	Common Yew	12.0m	10.0m	Mature	None recorded..	Crown - Low Branches Good	None recorded..	No action required	
32	Scots Pine	11.0m	10.0m	Young-Mature	None recorded..	Crown - Broken Hanging Branches Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	Clean Out Cut Ivy (No Price) General Works	Priority 2	
33	Common Yew	11.0m	12.0m	Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Crown - Poor pruning/old stubs Good	None recorded..	No action required	
34	Scots Pine	15.0m	13.0m	Middle-Aged	None recorded..	Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	Cut Ivy (No Price) General Works	Priority 2	
35	Common Yew	11.0m	12.0m	Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Good Trunk - Ivy/Climber	None recorded..	No action required	
36	Scots Pine	16.0m	14.0m	Mature	None recorded..	Crown - Broken Hanging Branches Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	Clean Out Cut Ivy (No Price) General Works	Priority 1	

Higham On The Hill, Hinckley & Bos (W) ... (contd)..

Tree Id	Common	Height	Spread	Age Class	Site features	Conditions	Recommendations	Priority	Comments
37	Common Yew	11.0m	12.0m	Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Good Trunk - Ivy/Climber	None recorded..	No action required	
38	Sycamore	18.0m	16.0m	Mature	None recorded..	Crown - Minor Deadwood < 100mm Good Trunk - Epicomics/suckers	None recorded..	No action required	
39	Irish Yew	8.0m	7.0m	Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	Clean Out Cut Ivy (No Price) General Works	Priority 2	
40	Irish Yew	8.0m	7.0m	Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	Clean Out Cut Ivy (No Price) General Works	Priority 2	
41	Irish Yew	8.0m	7.0m	Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	Clean Out Cut Ivy (No Price) General Works	Priority 2	
42	Irish Yew	8.0m	7.0m	Mature	None recorded..	Crown - Low Branches Crown - Minor Deadwood < 100mm Fair Trunk - Ivy/Climber	None recorded..	No action required	

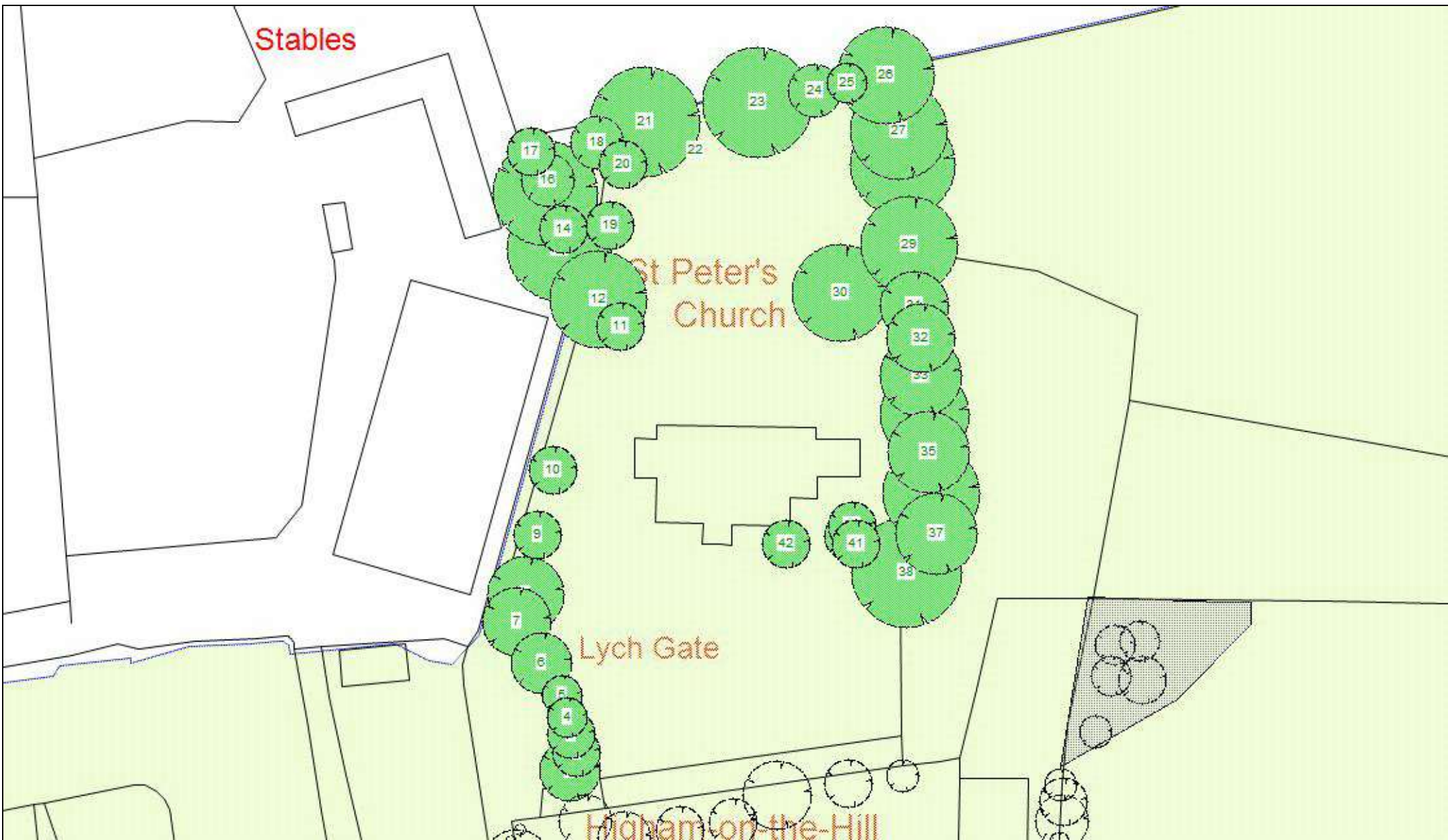
Total: 42 trees

Notes:-

Overall total:

42 trees

-



St Peters Church Yard - Tree Schedule

Tree Schedule - St Peters Church Yard

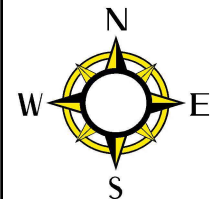
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Date

13/07/2020

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Many thanks for your enquiry with regards to commissioning a tree survey of trees growing on land owned or maintained by Whitwick Parish Council. Based on the comprehensive information provided, I have pleasure in submitting the following proposal for the inspection and review of trees as outlined below.

- 1) *Scope of the Survey*** – The inspection would include the mature and younger but established trees growing on the sites listed and illustrated via the link to the Parish Council’s website that you provided us with on 23rd August. Based on the number of sites and the proportion of trees on some of the sites, which include woodland areas, this would not be a full inventory. All trees will be inspected but this would be a negative reporting survey, whereby only those trees found to be in need of specific attention or comment would be individually scheduled. However, more general management comments and recommendations on the long-term management of the tree stock would be included in the accompanying summary report.
- 2) *Specification*** – A detailed ground level inspection of the trees would be undertaken to assess their overall condition, identify any significant structural defects, decay pathogens or other issues relevant to their future management, such as their relationship to adjacent properties or other features. A schedule of trees found to be in need of specific attention, future monitoring or other specific comment would be prepared for each site, with the work recommendations being prioritised to provide an indication of their relative urgency. The schedule will include the information outlined in your email (below), such as species, stem diameter, age class, work recommended and a priority for the works. A recommended timescale or interval for re-inspections will also be included for those trees that require regular review or monitoring for issues identified as a consequence of the inspections.
- 3) *Tree tags & identification*** - For ease of identification, those trees scheduled for work will be identified on site by attaching an alloy number tag and the approximate location of the tree noted on a site plan.
- 4) *Personnel*** – The survey would be undertaken by me or my business partner, XXX. We are both Chartered Arboriculturists and Fellows of our two lead professional bodies: the Institute of Chartered Foresters and the Arboricultural Association.
- 5)** We have extensive experience and have undertaken numerous similar surveys for Parish Councils as well as various municipal and private landowners. Recent clients include Groby Parish Council with whom we have a five year relationship with the provision of arboricultural support and Sapcote Parish Council. I have attached a recent report for a Cemetery site in Sapcote that Symbiosis have inspected on two occasions, in 2017 and reviewed in 2021.
- 6) *Plans*** – We would mark up copies of the plans accessible on the Parish Council’s website to show the approximate locations of the trees that have been tagged on site and scheduled for works.
- 7) *Timescale*** – We are currently relatively busy with approximately a 4 – 5 week lead-in time between receipt of instructions to proceed with the surveys and commencement of works on site. It is estimated that the surveys of the various sites would be completed around 2 weeks and we would aim to submit all reports within 2 weeks of completion of the site work. If instructed, we would discuss with you whether you would like the reports on the

individual sites to be issued on completion, or whether you would prefer for them all to be issued on completion of all 22 sites.

- 8) Costs** – Based on the above specification, the cost of undertaking this work would be £ 5,485.00 (excluding V.A.T.) In accordance with our standard terms of business for commercial clients, payment will be due within 30 days of submission of the completed reports.
- 9) Additional inspections** – In a limited number of cases a further, more detailed assessment may be required, to determine the extent and significance of decay with specialist equipment, or an aerial inspection needed to confirm the presence and extent of a defect in the crown of a high value tree. Such additional work can be either subject to a further fee proposal or be undertaken on a time spent basis. As a guide, our current hourly rate for such work is £85.00 plus V.A.T.

I trust that I have set out the way in which we can support the Parish Council with the provision of arboricultural advice and that this proposal will be of interest. Please do not hesitate to contact me if you have any queries or I can be of further assistance

Kind regards

COMPANY B

ARBORICULTURAL SURVEY

SAPCOTE CEMETERY

DONKEY LANE

SAPCOTE

LEICESTER

LE9 4FB

Prepared for
Sapcote Parish Council
c/o 15 William Spencer Avenue
Sapcote
Leicestershire
LE9 4NF

Prepared by
XXX F Arbor A, FICFor, CEnv

12th August 2021



1.0 INTRODUCTION

- 1.1 Following the submission of a fee proposal on 29th June 2021, instructions were received, from the Clerk to Sapcote Parish Council on 2nd July, to undertake a ground level inspection of the principal trees growing within the Cemetery. This is the second survey of the trees in this location undertaken by XXX; with the first having been completed in September 2017. The purpose of the survey was to assess the condition of the principal trees and make recommendations for works required both in the interests of safety and also to make general recommendations for their ongoing long-term management.
- 1.2 This report is based upon data collected on 20th July 2021, when a ground level survey of the trees was undertaken by XXX, Fellow of the Arboricultural Association, Chartered Arboriculturist and Chartered Environmentalist.
- 1.3 The cemetery is located to the south Sapcote Primary School and is accessed from Donkey Lane. The planting is dominated by broadleaved species, but includes two Leyland cypress. The rear or eastern boundary is an outgrown hedge with self-seeded ash.
- 1.4 As outlined in the fee proposal, this was a negative reporting survey. All of the trees within the Cemetery were inspected but only those with specific work requirements were recorded in the tree survey schedule. The previous comments from the 2017 survey were reviewed but have only been included if the observations remain pertinent.

2.0 TREE SURVEY INFORMATION

- 2.1 Specific information on each of the trees requiring work is recorded in the survey schedule at appendix 1. A map downloaded from Google Earth showing the site location has been annotated to show the approximate position of the trees in relation to the site boundaries and is included at appendix 2.
- 2.2 Species has been recorded by common and botanical name. Age class has been categorised thus: Young, Semi-mature, Early-mature, Mature, Post-mature (declining or moribund).
- 2.3 Major defects or disease problems and other relevant observations have been recorded under comments and recommendations made, based upon each tree's requirements, both in the interests of safety and for their short-term management.
- 2.4 The management recommendations for works have been prioritised according to their relative urgency, based upon the tree's location and the significance of the defects identified.

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2.5 Work recommendations priority categorisation

- Urgent (U)** - Works that should be undertaken as soon as possible, but within a maximum of 3 months from the date of the survey
- Priority 1** - Works that should be undertaken as a moderate priority, ideally within 3 – 6 months of the date of the survey
- Priority 2** - Works that should be undertaken as a lower priority, ideally within 1 year of the date of the survey

2.6 The management of the trees has moved from a reactive regime towards a more pro-active approach since 2017. Regular ongoing reviews should reduce the incidence of unexpected maintenance issues.

3.0 THE TREES

- 3.1** The cemetery has been thoughtfully planted and the trees are increasing in maturity. Planting is dominated by broad-leaved species but also includes two Leyland cypress to the north of the gated entrance. There is a central avenue of Silver maple and lime extending as far as the circular bed in the middle of the Cemetery. Immediately beyond this are the two Weeping willow, which are decayed. They are fully mature but have been heavily reduced since the 2017 survey and are regenerating successfully. Additionally works have been recommended to these two trees, which should enable them to be retained successfully.
- 3.2** There is a boundary hedge, set back from the grass verge adjacent to Donkey Lane. A small but mature crab apple is growing to the northern side of the entrance gate, which is somewhat overshadowed by an oak in the verge and also one of the Norway maples growing in the central avenue. Consideration could be given to reducing the crown of the crab apple in the medium term, to improve its form and provide a framework for future growth. As previously noted, the two Leyland cypress in the front boundary hedge to the north of the entrance are rather incongruous. Both trees have been reduce to 5 metres in height since the 2017 survey.
- 3.3** The mixed ornamental species growing close the northern boundary fence line are establishing successfully. These include; katsura, handkerchief tree, tulip tree, various species of birch, maidenhair tree, red oak, Indian bean tree and other species. They would benefit from formative pruning, to encourage good crown form and branch development. Stakes and ties should be removed wherever possible or reviewed and adjustments made at least annually. This would be a very worthwhile project for a Parish Tree Warden of member of the community who has experience of small tree maintenance and pruning.

- 3.4** The rear or eastern boundary is essentially an outgrown former hedge of mostly multi-stemmed ash and hawthorn. This is an historic field boundary and further recommendations of work to the ash have been scheduled such as the removal of over-extended limbs growing towards the school in the northern section. Ivy growth has been severed and has died off. The ash in the south-eastern corner (3338), has been topped and regenerated subsequently. It now requires the removal of dead wood and regular monitoring to review the topping points. Monitoring for the presence of ash dieback is also necessary. This disease is well established in the Midlands; progress is unpredictable and examples of this species should be reviewed regularly.
- 3.5** The row of beech remain the dominant trees along the southern boundary. Due to their relatively heavy limb structures and tight forking habit, these were probably originally established as a hedge but have established as individual specimens in their own right. Removal of dead wood over the cemetery from one of the beech has been recommended (3383). Set just inside the southern boundary is a relatively small but mature Cockspur thorn. This was originally grafted onto a hawthorn rootstock and several basal stock shoots have developed. These shoots should be removed before they become dominant over the grafted top species.
- 3.6** A flowering crab apple within the front hedge to the south of the entrance has died since the previous survey and should now be felled. One of the oaks on the front verge has recently shed a limb and the broken branch should be removed as soon as possible.

4.0 GENERAL

- 4.1** The only urgent recommendation is for the removal of the broken limb from the oak (3389). Once the urgent and priority 1 works have been completed, the remaining works can be planned for and scheduled within the next one to two years, as recommended in the appended schedule.
- 4.2** It is recommended that the trees within the central avenue and also those within falling distance of the boundary with the school be reviewed annually. The remainder of the trees should be reviewed again in two to three years.

5.0 LIMITATIONS

- 5.1** The survey was undertaken from ground level only. Defects in the upper crowns of the trees or which are only visible from within the crown may not have been identified. Accordingly, the contractor's brief should include a general assessment of the trees' crowns to check for defects not visible from ground level.
- 5.2** Trees are functioning biological systems subject to the unpredictable influences of the climate, and no tree can ever be declared categorically safe.

XXX
F Arbor A, FICFor

12th August 2021

APPENDIX 1

SAPCOTE CEMETERY

DONKEY LANE

ARBORICULTURAL SURVEY SCHEDULE

ARBORICULTURAL SURVEY: SAPCOTE CEMETERY

TREE/ TAG NO	SPECIES	AGE CLASS	LOCATION	COMMENTS	RECOMMENDATIONS	PRIORITY/ (REVIEW)
3379 (re- tagged) (3332)	Common ash <i>Fraxinus excelsior</i>	Early-mature	North-east corner	A multi-stemmed specimen which is an old hedgerow specimen of coppice origin. Tight basal forks which will become increasingly compromised with maturity. Ivy historically severed and dead. One small internal upright stem is dead and there is medium diameter dead wood in the crown. Previous works have reduced overhang towards the school boundary but there is a power supply pole to the east	The dead internal upright stem should be removed. Review basal forks every 2 years	1 (2)
3333	Common ash <i>Fraxinus excelsior</i>	Early-mature	Set approx. 4m inside eastern boundary in north-eastern quadrant	East side buttressing is decaying. Stem bifurcates at approx. 5m. Upright crown form. Ash dieback disease is present, with entire dead branches south-west and west sides of crown. The upper crown growth is affected	EITHER: Remove dead wood over 50mm diameter and monitor annually OR: Fell as the tree's condition is unlikely to improve	1
3380 (re- tagged) (3334)	Common ash <i>Fraxinus excelsior</i>	Mature	Eastern boundary	This is a multi-stemmed former hedgerow tree. Ivy has been severed and has died off. There is medium diameter dead wood in the crown. The stem extending northwards along the hedgeline is over-extended	Remove dead wood over 50mm diameter (this is a lower access area). In the medium-term the northern stem should be shortened back to the upright growth at approx. 6m out from the base	2

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ARBORICULTURAL SURVEY: SAPCOTE CEMETERY

TREE/ TAG NO	SPECIES	AGE CLASS	LOCATION	COMMENTS	RECOMMENDATIONS	PRIORITY/ (REVIEW)
3381 (re- tagged) (3335)	Beech <i>Fagus sylvatica</i>	Early-mature	Set just inside eastern boundary	Generally in good overall condition. The lowest limb originating at 2.5m on the west side has a tight fork at the base and is over dominant, forming 25% of the crown. This was a summer inspection and it was not possible to determine whether the previously recommended reduction in length of the outer growth of the lowest limb west had been completed	The outer growth from the lowest limb should be shortened back by 3m to reduce leverage on the fork and to subordinate the limb as the tree develops. If these low priority works have not been completed since 2017, then they should be undertaken as a priority 2	2
3338	Common ash <i>Fraxinus excelsior</i>	Early-mature	South-eastern corner	Twin-stemmed above a tight fork at 2m. Northern stem has regenerated from a topping point at 4.5m. large diameter dead wood in the south side of lower crown and also extending north-west over cemetery	Remove dead wood over 50mm diameter and review fork and topping point every 2 years	1 (2)
3382	Cockspur thorn <i>Crataegus crusgalli</i>	Mature	South boundary	Dense, crowded crown; typical of species. Hawthorn stock shoots regenerating at base below the graft line	Remove basal shoots to reduce the likelihood of these gaining dominance	1
3383	Beech <i>Fagus sylvatica</i>	Early-mature	South boundary	Multi-stemmed from 0.4m. Central stem is ivy clad. The crown is generally sparse and extension growth relatively poor. Medium diameter dead wood throughout, some of which is over the cemetery	Remove dead wood over cemetery	1

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ARBORICULTURAL SURVEY: SAPCOTE CEMETERY

TREE/ TAG NO	SPECIES	AGE CLASS	LOCATION	COMMENTS	RECOMMENDATIONS	PRIORITY/ (REVIEW)
3384	Flowering cherry <i>Prunus serrulata</i>	Mature	Set inside south boundary	Prominent surface roots extend west. Stem bifurcates at 2.5m. Dense crown with extensive, twiggy dead wood throughout. Crown extends over internment area	Because of the target beneath, all dead wood should be removed	1
3385 (re-tagged) (3339)	Flowering crab apple <i>Malus profusion</i>	Mature	Front boundary southern end	80% dead and partially collapsed	Fell	1
3340	Silver maple <i>Acer saccharinum</i>	Mature	Central path	This is a large, fully mature example of this species. Minor basal sucker growth and relatively tight forks between the upright stems, which is a trait of this species	Reduce crown overall by 3m height and approx. 2m spread, to reduce leverage on the tight forks. Remove basal growth. Note: this is a repeat of the previous recommendation as it does not appear to have been completed	1
3342	Weeping willow <i>Salix tristis</i>	Mature	Central path	A fully mature specimen that has been reduced heavily since 2017 and regenerated. The upright stem extending north-west is hollow at 6m with numerous woodpecker holes and openings at 6 - 7.5m. Twig regrowth has now reached 3m since the heavy reduction	Maintain with a light crown in future by repeat pruning back to the previous reduction points in 2 years	Before leaf burst in 2023
3386	Broad-leaved lime <i>Tilia platyphyllos</i>	Early-mature	North of central path	Stem is inclined east/north-eastwards. Large diameter dead wood throughout the crown	Remove dead wood throughout crown	1

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ARBORICULTURAL SURVEY: SAPCOTE CEMETERY

TREE/ TAG NO	SPECIES	AGE CLASS	LOCATION	COMMENTS	RECOMMENDATIONS	PRIORITY/ (REVIEW)
3343	Weeping willow <i>Salix tristis</i>	Mature	Central path	Fully mature specimen that has been reduced since 2017. The major upright are showing signs of hollowing, with woodpecker/squirrel holes. Although decay does not appear as extensive as with the adjacent tree (T3342) it should be pruned at the same time, as both trees form a common canopy and this tree will become exposed if it is not pruned at the same time. Twig regrowth has now reached 3m since the heavy reduction	Maintain with a light crown in future by repeat pruning back to the previous reduction points in 2 years	Before leaf burst in 2023
3344	Broad-leaved lime <i>Tilia platyphyllos</i>	Mature	Central path	Crown is somewhat sparse. Forks into two upright stems at 2.5m. Dead wood in mid crown extends to the north-west	Remove dead wood over 50mm diameter over graves	1
3387	Broad-leaved lime <i>Tilia platyphyllos</i>	Mature	North of central path	Stem bifurcates at 3m. Generally good vitality but there are 2 no. large diameter dead branches over the path	Remove dead wood over the path	1
3388 (re- tagged) (3345)	Common ash <i>Fraxinus excelsior</i>	Early-mature	Grass verge outside front entrance	Heavy limb extends west at 2.5m. Dead wood in west side of crown, over verge/parking and dog bin	Remove dead wood over 50mm diameter	1

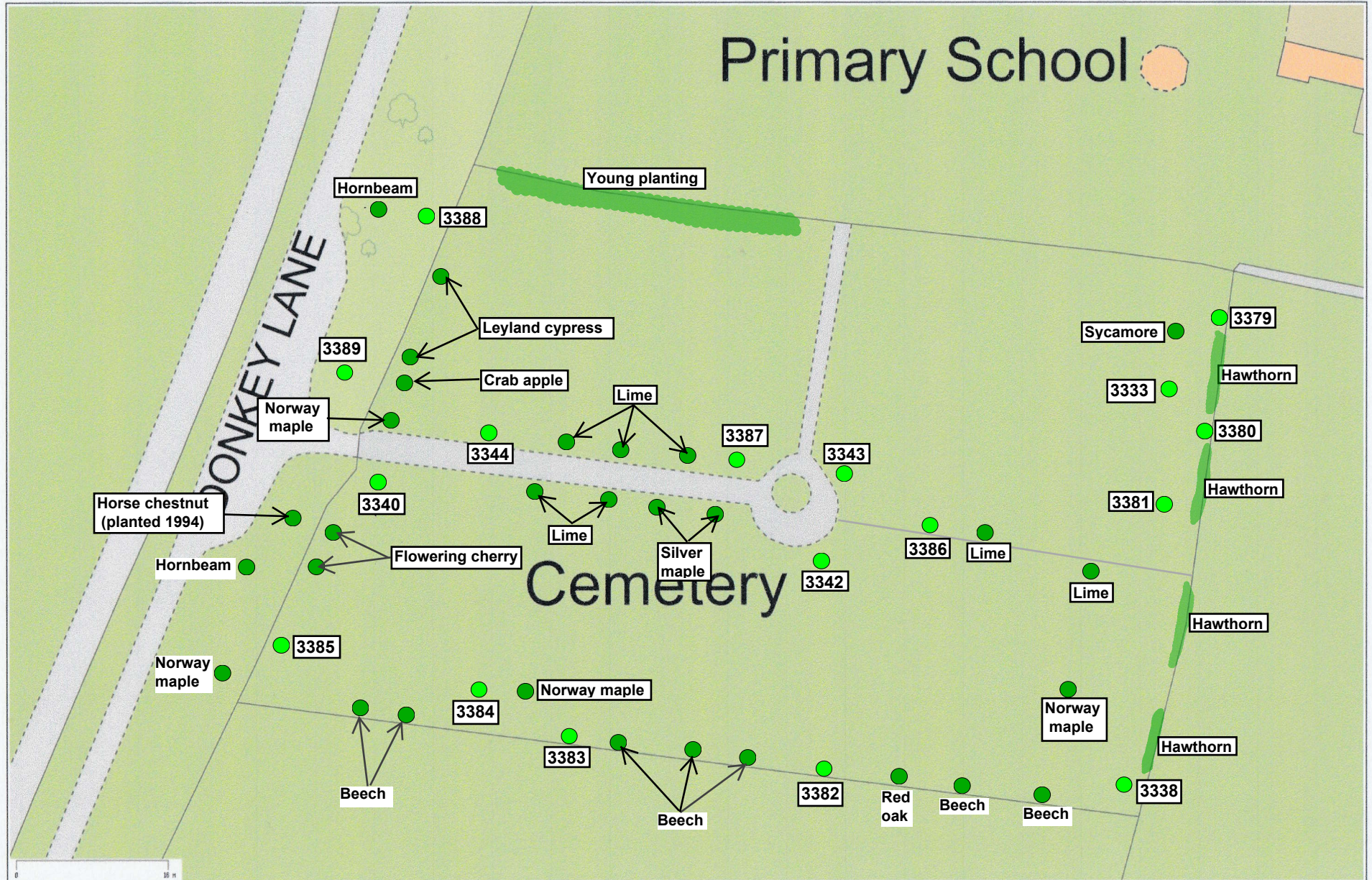
ARBORICULTURAL SURVEY: SAPCOTE CEMETERY

TREE/ TAG NO	SPECIES	AGE CLASS	LOCATION	COMMENTS	RECOMMENDATIONS	PRIORITY/ (REVIEW)
3389	English oak <i>Quercus robur</i>	Early-mature	Adjacent to entrance gate Grass verge	Early-mature and multi-stemmed with upright stems from 1m. Dense epicormic growth on the main limbs. Broken branch in lower crown is hanging and suspended close to the bench	Remove broken branch	U
<p>Young planting along the northern boundary is establishing successfully but the trees are not being effectively maintained. They should now be subjected to comprehensive formative pruning. Stakes, where present should be reduced down to a maximum height of 350mm and stems re-tied. Secondary leading stems or excessively competitive side branching should be trimmed back to enable thee trees to develop further.</p> <p>Note: <i>this may be a project for the Parish tree warden if the Parish Council has a suitable volunteer</i></p>						

APPENDIX 2

**SAPCOTE CEMETERY
DONKEY LANE**

ARBORICULTURAL SURVEY PLAN





ARBORICULTURAL SURVEY

**KINGS WALK PARK
LEICESTER FOREST EAST
LEICESTER**

**Prepared for
Leicester Forest East Parish Council
The Parish Hall
Kings Drive
Leicester Forest East
Leicester
LE3 3JE**

**Prepared by
XXX**

26th November 2020

1.0 INTRODUCTION

- 1.1 Following the submission of a fee proposal on 20th October 2020, instructions were received from Ms Holly Mann, Clerk to Leicester Forest East Parish Council, to undertake a ground level inspection of the principal trees growing on land at Kings Walk Park, Leicester Forest East. The purpose of the survey was to assess the condition of the trees growing mostly around the edges of the central grassed area, as well as the mature trees within the woodland extending northwards and to the rear of properties on Grange Avenue. Following the review, to assess the composition of the tree population and make recommendations for works required, both in the interests of safety and also to include general recommendations for their ongoing management.
- 1.2 The inspection and review of the trees was undertaken by L J Adams, Fellow of the Arboricultural Association, Chartered Arboriculturist and Chartered Environmentalist on 17th November 2020.
- 1.3 As outlined in the fee proposal, this was a negative reporting survey; all trees growing within the boundary of Kings Walk Park were inspected, but only those individual trees with specific work requirements were recorded in the arboricultural works schedule. A proportion of the woodland understorey trees within the northern spinney and also younger trees in distinct groupings, close the eastern boundary of the park were reviewed in their context as a group. The maintenance of these is more effective when considered collectively rather than as individuals.
- 1.4 The Clerk to the Parish Council provided details of an exchange of emails, outlining a potential insurance claim for subsidence damage to one of the properties on Grange Avenue. No specific details about the nature of the claim, or type of damage were provided. Any investigation into tree related subsidence damage is beyond the scope of this report and further information would be required to enable a full assessment of any claim to be investigated in future. A checklist of evidence required to assess a vegetation related subsidence claim has been forwarded to the Clerk. If further evidence is supplied, this would be subject to a detailed report in the context of evidence provided.

2.0 TREE SURVEY INFORMATION

- 2.1 Specific information on each of the trees requiring work is recorded in the appended arboricultural works schedule. For ease of future identification by arboricultural contractors, individual trees were identified by attaching an alloy number tag to the main stem at a height of approximately 2 metres.
- 2.2 A site plan downloaded from UK Map Centre has been annotated to show the approximate locations of the tagged trees in relation to major paths, boundaries and site features.

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- 2.3** Species has been recorded by common and botanical name. Age class has been recorded as semi-mature, early-mature, mature or post mature and is indicative of the life stage of each specimen for the species.
- 2.4** Overall condition has been categorised as; Good, Fair, Poor or Dead. Major defects or disease problems and other relevant observations have been recorded under observations and based on these, recommendations for works have been made. These are dependent upon each tree's requirements, both in the interests of safety and for their short-term management. In some instances, broader long-term recommendations have been included.
- 2.5** The recommendations for works and management have been prioritised according to their relative urgency. This is based upon the tree's location, potential targets close by and the significance of the defects identified.

Work recommendations priority categorisation:

- Urgent (U)** - Works that should be undertaken as soon as possible. These works are necessary in the interests of health and safety and to prevent the likelihood of injury or damage to property arising as a consequence of the failure of the tree or parts of the tree
- Priority 1** - Works also necessary in the interests of safety but are less urgent and should be completed within a maximum of 6 months from the date of the survey
- Priority 2** - Works required for the benefit of the surrounding trees that can be undertaken as a slightly lower priority, ideally within 1 year of the date of the survey
- Proactive (*)** - Works that are proactive and should be undertaken to support the ongoing growth and successful development of the individual trees or small woodland areas. These works should ideally be commenced within 2 years of the date of the survey and may be completed over a timescale recommended for each specific task within the survey schedule up to 5 years

- 2.6** In future, the arboricultural survey data will enable works to be planned and budgeted for in advance, replacing the historic reactive approach to tree management.

3.0 THE SITE AND THE TREES

- 3.1** Kings Walk Park is located to the east of Kings Walk and north of Chapel Green and provides separation between the housing on Kings Walk and the landscaped edge of the M1 motorway. The spinney area to the north of the main grassed open space creates visual separation between the rear gardens of the houses on Grange Avenue and the vegetated embankment of the motorway. Further separation from the M1 is provided to the east of the fenced enclosure for the pumping station, which bounds onto the service road accessing the Leicester Forest East Service Area.
- 3.2** There are scattered groups of trees set just inside the park, adjacent to Kings Walk. These include a cluster of Norway maples in the south-western corner and another group, containing red maples and a Weeping willow, located centrally but to the west side of the grassed area. Two small copses of early-mature trees close to the service road boundary contain a mix of hornbeam, Norway maple, Horse chestnut, English oak, Field maple, whitebeam and Raywood ash. The south-eastern group includes three Norway maples and a Raywood ash that require remedial surgery. The grouping on the north-eastern edge of the central open space is comprised of similar species and were most likely to have been planted at the same time. The two specimens of Raywood ash in this location also require remedial works due to the tightness of the forks. This is a typical trait of this species as they reach maturity.
- 3.3** A dense hedge separates the northern edge of the open space from the houses at the southern end of Grange Avenue. Trees growing within the hedge include Field maple and ash with smaller multi-stemmed ash which have been periodically maintained as part of the hedge but latterly have been allowed to develop into larger individual stems. Where blackthorn is present, this is developing into a thicket and is beginning to encroach south towards the open space. In a number of locations, the ivy is beginning to smother some of the trees and hedging species. Where present, this should be severed at the base on a three year rotation, to ensure that it is maintained at a level that it does not become excessively invasive. The hedge extends along the southern boundary of the spinney and continues eastwards, beyond the small path leading into the spinney.
- 3.4** The spinney is dominated by mature English oaks, especially at the southern end but with smaller proportions of sycamore and ash. The ash and sycamore are mostly self-set trees growing close to the motorway boundary fence forming the eastern boundary. There are also two twin-stemmed sycamore near the northern end of the spinney immediately to the rear of gardens of Grange Avenue.
- 3.5** The areas within the spinney that are dominated by the oak have an understorey of mature holly close to the rear boundaries of the gardens on Grange Avenue, interspersed by pockets of snowberry and elder. The understorey to either side of the central looped path is relatively open but contains sporadic clusters of mature a post-mature damson and blackthorn. These are mostly multi-stemmed and of mixed quality and a proportion are heavily infested with ivy. Where present, it is recommended that the blackthorn is preferentially selected for the ongoing formation of dead hedging. This provides a valuable habitat resource and will have positive biodiversity benefits in the long-term.

4.0 GENERAL

- 4.1** Once the Urgent and Priority 1 works have been completed, the remaining works can be planned for and scheduled within the next one to two years, as recommended in the arboricultural work schedule.
- 4.2** It is recommended that due to the level of access observed during the survey that all trees be reviewed at least every three years. However, because of the size of the mature oaks and their proximity to the boundaries of the rear gardens on Grange Avenue, it is recommended that these are reviewed at no more than two yearly intervals. Similarly, the relatively poor condition of the Raywood ash trees necessitates a review of their limb structure every two years.
- 4.3** The presence of a limited amount of ivy growth on main stems of trees is generally acceptable but this growth should be managed. In the event that the ivy becomes so dense that it extends throughout the main branch network and obscures the limb structure, it is recommended that it is severed at the base, allowed to die back and maintained by periodic severance in future. Additionally, the ivy in the hedge, H1, should be severed on a rotation, removing approximately one third of growth at a time.
- 4.4** No specific comments have been made in relation to a potential subsidence damage claim for a property on Grange Avenue. If further details of the nature of the damage and scale of the claim, this would be subject to a further review and a separate report.

5.0 LIMITATIONS

- 5.1** The survey was undertaken from ground level only. Defects in the upper crowns of the trees or which are only visible from within the crown may not have been identified. Accordingly, when works are being undertaken, the contractor's brief should include a general assessment of the trees' crowns to check for defects not visible from ground level.
- 5.2** Trees are functioning biological systems subject to the unpredictable influences of the climate, and no tree can ever be declared categorically safe.
- 5.3** Arboricultural works should ideally be avoided during the bird-nesting season and appropriate measures taken to identify and protect nesting birds if pruning or felling works have to be undertaken at this time.

XXX
F Arbor A, FICFor

26th November 2020

APPENDIX 1

**KINGS WALK PARK
LEICESTER FOREST EAST**

ARBORICULTURAL WORKS SCHEDULE

ARBORICULTURAL WORKS SCHEDULE: KINGS WALK PARK, LEICESTER FOREST EAST

TAG NO/ REF	SPECIES	AGE CLASS	CONDITION	OBSERVATIONS	RECOMMENDATIONS	PRIORITY
1783	Norway maple <i>Acer platanoides</i>	Early-mature	Poor	Historically reduced to 4.5m and regenerated to approximately 9m. Tightly forked at base of crown at 2m with 5 no. stems arising above. Large break-out at 2.5m north side. Tight forks at 2.5 & 4.5m render the tree vulnerable to future failures	Reduce the entire crown back to 2m above the older reduction points at 4.5m and maintain below 9m by periodic reduction in future	1
1784	Norway maple <i>Acer platanoides</i>	Early-mature	Fair	Reasonable overall but with relatively tight forks throughout the crown. Leverage on the upright stem north-east above the fork at 4.5m is increasing and will become prone to failure over time	Reduce the north-east upright stem with 3 no. stems arising at 4.5m by 2m, to reduce stress on the fork	2
1785	Norway maple <i>Acer platanoides</i>	Early-mature	Fair	Almost occluded stem. Wound extends from 0.3 - 1.6m east side following previous co-dominant stem loss. Previously reduced and with 2m regrowth. Crown asymmetry west towards mown grass area. Crown is formed by 2 no. heavy uprights from 2.2m	No action at this stage because regrowth is light, following the recent reduction. Review basal and stem cavity annually to determine when a further crown reduction will be required	1
1786	Raywood ash <i>Fraxinus angustifolia</i> 'Raywood'	Early-mature	Fair	Crown asymmetry following historic failure of stem at 2m east side. Upper crown has two stubs from more recent failures. Lower limbs extending north-west and north are over-extended and vulnerable	Reduce failed upright stem to 0.5m below damage. Reduce the over-extended limbs north and north-west by 3m minimum to reduce leverage at union with main stem	1

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Client: Leicester Forest East Parish Council

Survey date: 17 November 2020

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ARBORICULTURAL WORKS SCHEDULE: KINGS WALK PARK, LEICESTER FOREST EAST

TAG NO/ REF	SPECIES	AGE CLASS	CONDITION	OBSERVATIONS	RECOMMENDATIONS	PRIORITY
H1	Hedge of multi-stemmed ash, Field maple, hawthorn and blackthorn, with scattered mature trees (ash and Field maple). The blackthorn, where present is developing into a thicket. Consider trimming this back and dead-hedging. The ivy is developing and smothering growth all along. The ivy should be severed in phases on a 3 year rotation, 1/3 each year, to stop it from becoming too dense but retained to provide a habitat. There are some fallen, ivy clad stems behind the bench at the eastern end that could be cleared as a moderate or low priority, if desired					
1787	English oak <i>Quercus robur</i>	Mature	Fair	Basal cavity north side between buttresses is occluding. Slightly sparsely budded. Lowest limb over informal path into woodland previously shortened. The limb approximately 1.5m above this has a cavity approximately 2m out from the union with the main stem and the limb is over-extended	Shorten back the second lowest limb over informal path (with cavity), by removing the lower sweeping 3 - 4m, back to the second fork. Review again in 2 years	1 (2)
G1	Oak group with Wild cherry (early-mature). Sparse hawthorn, sycamore and snowberry. Small Field maple regeneration. The oaks are mature and with some dead wood contained within the woodland. Only 1787 requires action					
G2	Sparse area of mature blackthorn, damson and Field maple with 1 no. mature holly and early-mature oak. The ivy is becoming invasive on the blackthorn and could be severed on a 5 year rotation when dead hedging works are being completed					
G3	Turkey oak by path previously topped and regenerating. Younger early-mature English oak, sycamore and understory of ivy clad damson and holly with snowberry, dogwood and Field maple regeneration. Manage ivy in the blackthorn					

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Client: Leicester Forest East Parish Council

Survey date: 17, November 2020

Survey scheduleth - Page 2 of 5

ARBORICULTURAL WORKS SCHEDULE: KINGS WALK PARK, LEICESTER FOREST EAST

TAG NO/ REF	SPECIES	AGE CLASS	CONDITION	OBSERVATIONS	RECOMMENDATIONS	PRIORITY
1788	Blackthorn <i>Prunus spinosa</i>	Post-mature	Poor	Triple-stemmed with 1 no. stem inclined west towards the boundary. 2 no. stems have failed at the fork at 0.5m and all three are liable to structural failure	Fell all three stems. Also clear fallen stem to the north-east resting in the trees nearer the informal path	U
1789	English oak <i>Quercus robur</i>	Mature	Fair	Ivy recently severed revealing an area of sunken bark and superficial decay on the north-east side from ground level to 1.5m. Upper crown is poorly developed due to proximity to the adjacent tree to the south-east. Upper crown is showing signs of stress and early dieback with good epicormic growth on the limbs	Reduce back the overall height by 3 - 4m and reduce main limb network accordingly. Review basal damage in 2 years	1 (2)
G4	Relatively open understorey beneath mature oaks with snowberry. Self-set ash and sycamore close to motorway security fence. 2 no. twin-stemmed sycamore close to the rear garden fences of the houses on Grange Avenue, have been topped and are regenerating					
G5	An area of naturally regenerating early-mature oak with blackthorn and self-set ash and sycamore adjacent to the motorway boundary fence					
1790	Damson <i>Prunus insititia</i>	Post-mature	Poor	Adjacent to motorway fence. Forks at 1.8m and eastern fork is dead. The more upright stem is heavily ivy clad and is alive but is in decline	Fell as a moderate priority	2

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Client: Leicester Forest East Parish Council

Survey date: 17 November 2020

Survey scheduleth - Page 3 of 5

ARBORICULTURAL WORKS SCHEDULE: KINGS WALK PARK, LEICESTER FOREST EAST

TAG NO/ REF	SPECIES	AGE CLASS	CONDITION	OBSERVATIONS	RECOMMENDATIONS	PRIORITY
G6	This is a relatively open canopied area of younger woodland with numerous relatively young oak and an understorey of mature damson, many of which are ivy clad. There is also hazel, snowberry, elder and holly with some small yew (less than 2m). The elder, where present, should be coppiced and ivy on the damson severed on a 5 year rotation. The damson could be selectively thinned when dead hedging works are being completed and the arisings used for this purpose					
1791	Crab apple <i>Malus sylvestris</i>	Post-mature	Poor	Multi-stemmed cluster that is heavily ivy clad. 1 no. stem north-west has failed. Basal decay in north-eastern stem	Sever ivy. Fell failed stem and also north-eastern stem with basal decay. Allow to regenerate	2
1792	English oak <i>Quercus robur</i>	Mature	Fair	Recent history of storm damage and branch shedding. Lowest limb south-west has failed and broken section is resting in adjacent ash. Lowest limb west is decayed and showing signs of torsional stress	Remove broken and hanging branches from the oak and also the adjacent ash. Undertake a stabilisation of dead wood. Review in 2 years	1 (2)
1793	Raywood ash <i>Fraxinus angustifolia</i> 'Raywood'	Mature	Poor	A specimen that has reached maturity but typically for this species has begun to shed limbs. Two recent failures in south side of the crown with lodged broken branches. Upper crown growth north side is over extended and vulnerable to failures	Reduce crown dramatically by 5m height and 3 - 4m spread to create a framework for future growth. Review every 2 years	1 (2)

XXX

Client: Leicester Forest East Parish Council

Survey date: 17 November 2020

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ARBORICULTURAL WORKS SCHEDULE: KINGS WALK PARK, LEICESTER FOREST EAST

TAG NO/ REF	SPECIES	AGE CLASS	CONDITION	OBSERVATIONS	RECOMMENDATIONS	PRIORITY
1794	Raywood ash <i>Fraxinus angustifolia</i> 'Raywood'	Mature	Fair	Ivy clad to 4m. Break-out at 5m has resulted in the crown recovering by developing 2 no. heavy upswept stems from 3.5m. Poor form renders this tree vulnerable to further failures	Reduce crown by 3m height and 3 - 4m spread to create a framework for future growth. Review every 2 years	1 (2)

XXX

Client: Leicester Forest East Parish Council

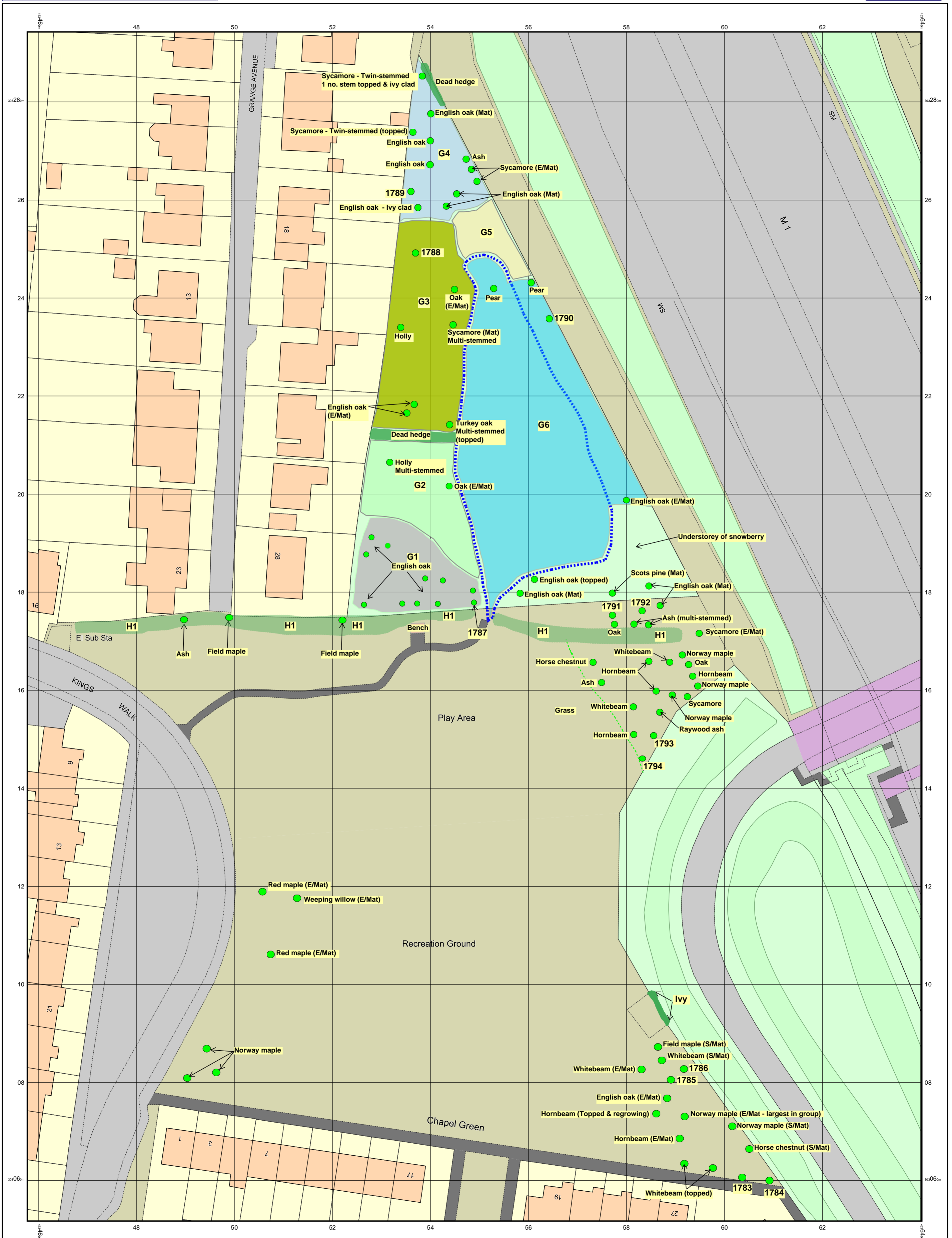
Survey date: 17 November 2020

Survey scheduleth - Page 5 of 5

APPENDIX 2

**KINGS WALK PARK
LEICESTER FOREST EAST**

ARBORICULTURAL SURVEY PLANS



COMPANY C

I have attached a word document with details regarding the report. If a full example report is required we have one I can upload and send.

In regards to other companies and councils we have reported for there are too many to list but a few are as follows,

- Syston Town Council (Reported back from the council that ours was their best report to date)
- Market Bosworth
- Loughborough University
- Barrow Parish Council (informally)
- Emneth Parish Council
- 25 local schools (Including all of NWSLC sites)
- Multiple private estates and houses

Ideally I prefer doing reports either within the next 4 weeks (while fungal bodies are present and Ash Dieback is noticeable) or after the trees are well into leaf i.e. next may onwards. Outside of these times a further recheck or report may be needed for certain diseases and fungi.

Although it is recommended that every other report is carried out in the winter, to enable a better view of deadwood and structural problems.

If I can help any further please dont hesitate to contact me.

H&S Tree Survey Details and Costing.

Our survey would include:

- Tree name (common) botanical named report can be provided if required.
- Tree age classification (e.g., Young, Semi mature, Mature)
- Diameter breast height.
- Physiological health
- Structural health
- Recommended works
- Timescale for works (P1 – within 3 months, P2 – Within 9 months, P3 – within 12 months)
- HD photo (Via the interactive map)
- Tree numbering
- GPS location pin (via interactive map) and grid reference.
- Interactive Google Earth map

We do not do spread and height of the tree unless requested, this information is usually inaccurate and only needed as part of a planning survey for root protection zones.

Example reports can be provided upon request.

Costing.

From checking the maps and locations in person I would work on an estimate of around 3 days on site @ 8-hour days.

Alongside around 4 hours office work to collate and present the findings.

On site work is charged at £58 + Vat per hour giving a total costing of £1392 + Vat

Office work is charged at £40 + Vat per hour giving a total costing of £160 + Vat

Total costing for the report £1552.00 + Vat

Milage charge is removed on multiple days of work, usually charged @ 0.50p per mile.

Although this costing is an estimate and can be liable to change, if say 300 trees in a row require major work and multiple more hours of assessment. That being said I've never had a report come in over my estimated costing but I have reduced the final amount many times due to getting on quicker than expected.

Woodland areas with no problems are grouped, as are rows of trees of the same species and ages, this prevents 1000's of markers of trees with no issues.

The costing above would put it in line with the same area and amount of work as other town councils we have surveyed for. Cheaper quotes for such work may be possible but bare in mind one missed tree can cause a lot more headaches and costing than a more expensive but in-depth survey.

After a detailed survey such as this may mean that your following survey can be done at a far cheaper costing as the ground work for the mapping, tree identification and majority of H&S issues have already been resolved.

Timescale for works is variable but all being well we would aim to carry out the report and have it returned to you within 4 weeks (worst case of 6 weeks) from acceptance of the quote.