

Tree Planning Report & Arboricultural Method Statement

'The Slips',
West End Lane,
Henfield,
BN5 9RG

Date: September 2025

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1. Introduction

- 1.1 This tree planning report & arboricultural method statement ('TPR) details the actions to be taken in order to prevent unacceptable damage being caused to the retained trees on the adjacent site during the proposed works at 'The Slips', West End Lane, Henfield.
- 1.2 This TPR complies with the recommendations of British Standard BS 5837: 2012, *Trees in relation to design, demolition and construction – Recommendations* ('BS 5837'). It is designed to reflect the principles of the tree protection required for the proposed development, and should not be read as a definitive engineering or construction statement for this site. If required, matters relating to the construction detail or engineering performance of any protective measures specified should be referred to a qualified architect or structural engineer, for further information and specification which may be necessary for their practical implementation in a manner that satisfactorily ensures their protective intention or function.
- 1.3 The TPR should be read in conjunction with, and is to be considered an essential part of, the tree protection plan ('TPP') which is attached to it at **Appendix 2**.

2. Tree Impact Assessment

- 2.1 The TPP at Appendix 2 shows the proposal site plan overlaid onto the tree survey, with tree impacts and tree protection measures shown. The implications assessment below is based on this drawing.
- 2.2 Following the installation of the access drive and areas of hard standing, the prefabricated light weight Static Caravans & Dayrooms ('units') will be positioned from the transport lorry using a 4x4 vehicle onto their proposed foundations.
- 2.3 The proposed foundations comprise of a shallow concrete foundation with associated compacted sub-base that is no larger than the footprints of the proposed units.
- 2.4 Services will be located on the edge of, but within the footprint of the proposed access drive and routed off to the proposed units without impacting on or being anywhere close to the root protection areas ('RPAs') of trees.

Tree/Group removals

- 2.5 The proposals do not require the removal of any trees or groups trees.
- 2.6 A short section of Hedge (H1) is required to permit construction of the proposed access drive.
- 2.7 Although not specifically necessary to implement the proposed scheme, it is recommended that trees nos. 13 & 14 are coppiced (as per comments within DAA tree schedule at Appendix 1, they have already failed/begun to fail) and that Hedge H6 is flailed.

Incursions into root protection areas

- 2.8 There are no impacts from the proposed development into the RPAs of any tree.
- 2.9 With the methodology of tree protection below, the proposals will not compromise the retained trees health or longevity.

3. Pre-start requirements, liaison & communication

- 3.1 Before any works of any description take place on the site, the landowner or promoter of the proposed works ('the developer') shall appoint a suitably qualified arboricultural consultant to act as the supervising arboriculturist for the project, in order to ensure that the specified tree protection measures are carried out during the entire construction process. Confirmation of this appointment, and details of the supervising arboriculturist appointed, shall be provided to the Local Planning Authority ('LPA') before any works commence.
- 3.2 Before any works commence on site, the developer shall convene a pre-start meeting. This should be attended by the developer the appointed arboriculturist and the LPA tree officer. The meeting will be led by the supervising arboriculturist, who will ensure that the methods of tree protection specified in this statement are fully explained and understood by all parties. Reporting procedures and the frequency of monitoring will be discussed and agreed, and relevant contact details exchanged. Any modifications to this statement arising from this meeting will be recorded and the revisions circulated to all parties.
- 3.3 A copy of this method statement, together with the TPP, shall be given to all personnel who have control over works of any nature within the RPAs of the trees which are to be retained. The developer will ensure that adequate instruction is given for the implementation of the protection measures outlined within this statement.

4. Tree works

- 4.1 No trees require removal to implement the proposed works.
- 4.2 As indicated on the TPP, the eastern end of Hedge H1 (only) requires removal.
- 4.3 It is recommended that the trees nos. 13 & 14 are coppiced and that Hedge H6 is flailed.

5. Protective fencing

- 5.1 No vehicles of any kind shall enter the site, nor any works commence, until the root protection areas of the retained trees, as shown on the TPP, have been protected by the erection of protective fencing to the specification found in BS 5837, Section 6.2. The location of the fencing is denoted by the continuous bold purple lines on the TPP.
- 5.2 The protective fencing shall be at least 2.1m in height and comprise standard 'Heras' welded mesh fence panels mounted on rubber or concrete feet. The panels shall be fixed to each other with at least two anti-tamper clamps, installed so that they can only be removed from inside the fence.
- 5.3 The fencing shall be supported on the side closest to the retained trees by stabiliser struts braced to the ground at an angle of 45 degrees, and attached to a base plate secured to the ground with ground pins. Where the fencing is to be erected on retained hard surfacing or it is otherwise unfeasible to use ground pins, e.g. due to the presence of underground services, the stabiliser struts should be mounted on a block tray. Notices stating "*Tree Protection Zone - Keep Out*" will be attached with cable ties to every other panel.
- 5.4 No activity of any kind shall be undertaken behind the protective fencing; there shall be no topsoil stripping, no storage of materials, no access for vehicles or personnel, and no excavation or changes in soil level of any kind.
- 5.5 Areas for storing or mixing of fuels, oils or cement shall be agreed at the pre-start meeting. None of these areas shall be within the area behind the protective fencing, and where possible shall not be within 10m of any retained tree.
- 5.6 No fixtures of any nature shall be attached to the retained trees, and no fires shall be lit in any position where heat could affect their foliage or branches.
- 5.7 When the installation of the protective fencing is complete, the supervising arboriculturist shall be informed so that they may come and inspect it. If it complies with this statement, the supervising arboriculturist will record the fact and notify the client and LPA.

- 5.8 If the protective fencing is accidentally damaged or knocked over, the damaged sections shall be immediately marked with high visibility tape or with mesh fencing. The damaged sections shall be replaced or repaired to the original specification within 48 hours. All events of this nature must be recorded and reported to the supervising arboriculturist.
- 5.9 The protective fencing will not be moved, dismantled or relocated without the prior approval of the supervising arboriculturist. When the construction period is complete the fencing may then be removed, but only after first informing the supervising arboriculturist of this intention.

6. Landscaping

- 6.1 On completion of the proposed works, but prior to the commencement of any landscaping works within the protected area behind the protective fencing, the developer shall arrange a meeting with the site manager, the supervising arboriculturist and the landscape contractor. The details of this part of the method statement shall be discussed in relation to the proposed landscape operations and a clear sequence of operations established.
- 6.2 Within the RPAs the following principles will be maintained:
- Existing ground levels shall not be substantially altered.
 - No plant or vehicles shall enter the RPA.
 - No fuels or chemicals shall be stored within any of these areas.
 - Any excavation required for fence posts, or any other landscape structures shall be undertaken by hand, under direct arboricultural supervision. If roots are encountered then the position of the excavation shall be moved to a new location. If this is not possible then any roots with a diameter less than 25mm may be cut cleanly by hand. Any exposed roots shall be re-covered within 24hrs of excavation.
 - No structure shall be fastened in any way to the trunks of the retained trees.
 - No drainage or irrigation pipes shall be installed within the RPAs of the retained trees.
 - Any unwanted vegetation shall be removed by hand.

7. Monitoring

- 7.1 At the start of the site works the appointed arboriculturist shall visit the site on the occasions specified to inspect the tree protection measures (fencing) as installed. If these measures comply with the specifications detailed in this method statement, statements of compliance shall be sent to the developer and copied to the LPA.
- 7.2 The appointed arboriculturist shall then visit the site on a regular basis, as agreed at the pre-start meeting, to ensure that the tree protection measures are kept in place and functioning as designed. A record of all monitoring visits will be kept, and copies sent to the developer and the LPA following each visit.
- 7.3 Any alterations or variations in drawings for the site that are in, or within, the RPAs of the retained trees shall be referred in the first instance to the supervising arboriculturist for advice. If these changes make any kind of impact on the retained trees the supervising arboriculturist shall suggest changes that will either avoid damage to the retained trees or offer solutions to minimize the impact. If required, the supervising arboriculturist will liaise with the LPA's tree officer to agree a way forward, since any alterations to the approved details may require the LPA's prior written agreement. Following these consultations, the supervising arboriculturist shall issue revisions to the TPP and/or this TPR that reflect the changes.
- 7.4 Where any operations carried out by the developer deviate substantially from this TPR, work must cease immediately and the LPA be informed in writing. A meeting will be convened between the developer, the supervising arboriculturist, the LPA tree officer and the site manager to determine the best method to mitigate any damage that may have occurred. Work shall not be recommenced until appropriate action has been agreed to the LPA's satisfaction.

David Archer Associates

September 2025

APPENDIX 1 – Tree Schedule

Notes for the Tree Schedule

This schedule is based on a tree survey carried out in accordance with the recommendations of British Standard, BS 5837 (2012) "Trees in relation to design, demolition and construction - Recommendations" ("BS 5837") by Greg Sweeney on Tuesday the 21st 2025. Weather conditions at the time were clear, dry and bright. Deciduous trees were not in leaf.

The information contained in this schedule reflects the condition of the trees at the time of the survey, based on visual inspection from the ground only; they were not climbed, and no internal investigations were undertaken. A BS 5837 survey for planning or development purposes is not a detailed tree hazard or risk survey. As such, no guarantee is given as to the structural integrity or safety of any trees included.

As trees are dynamic organisms and subject to continual growth and change, no dimensions expressed in this schedule may be relied upon for development planning purposes for more than 24 months from the date of survey. Estimated dimensions are marked 'est'.

1. **No.:** Expressed in sequential order starting from number 1 – woodlands, groups & hedges are prefixed as W, G, & H respectively.
2. **TPO:** Trees by Tree Preservation Order(s) ref. TPO/1537 (HDC); all trees with "TPO" are protected from removal or pruning without prior consent from the Local Planning Authority.
3. **Species:** The common name as given in "Collins Tree Guide", Johnson & More (2004).
4. **Height:** Estimated with the aid of a 'Disto' laser rangefinder and expressed in metres, to the nearest metre.
5. **Trunk Diameter:** Measured at 1.5m above ground level and expressed in millimetres to the nearest 10mm; where multiple stems are present they are measured individually, and an aggregated equivalent single trunk diameter is calculated in accordance with BS 5837, in order to derive the tree's root protection area ('RPA').
6. **Radial Crown Spread:** Distance in metres from the centre of the trunk to the outermost edge of the crown at each cardinal point of the compass, rounded up to the nearest half metre; or in the case of uniform or symmetrical crowns, the average distance from the centre of the trunk to the outermost edge of the crown.
7. **Crown Clearance:** Mean height, in metres, from adjacent ground level to the lowest point of the live crown.
8. **Height to First Branch:** Height, in metres, of the first significant branch (>100mm diameter), or to crown break from ground level.
9. **Life Stage:** Young, Semi-mature, Mature, Over-mature, Veteran/Ancient.
10. **Physiology:** The tree's health and vigour in comparison to a typical specimen of the same species and age: Good, Average, Below average, Poor, Dead.
11. **Structure:** The tree's structural condition based on assessment of any visible roots, and of its trunk, main branches and crown, noting the presence of any obvious defects or decay: Good, Average, Below average, Poor, Hazardous.
12. **Landscape Value:** An assessment of the tree's visual importance in the local landscape in its present context: High, Moderate, Low, Nil.
13. **Estimated Years:** Estimate of the tree's likely remaining contribution expressed in years: <10, 10-20, 20-40, 40+.
14. **Comments:** Notes relating to the tree's health and condition, structure and form, estimated life expectancy and importance within the local landscape; including notes of any restrictions to access for inspection, presence of potential habitat features (natural or artificial), or other significant observations.
15. **Category:** - A rating given to trees based on Table 1 in BS 5837, summarised below:

Category 'U' - Trees in such a condition that any existing value would be lost within 10 years and which should, in the current context, be removed for reasons of sound arboricultural management.

Category 'A' - Trees of high quality and value; in such a condition as to be able to make a substantial contribution (normally a minimum of 40 years).

Category 'B' - Trees of moderate quality and value; those in such a condition as to make a significant contribution (normally a minimum of 20 years).

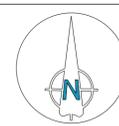
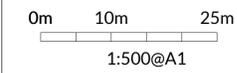
Category 'C' - Trees of low quality and value; currently in adequate condition to remain until new planting could be established (normally a minimum of 10 years), or young trees with a stem diameter below 150mm.

Sub-categories (where appropriate); 1 – Mainly arboricultural qualities: 2 – Mainly landscape qualities: 3 – Mainly cultural values, including conservation.

No.	TPO	Species	Height	Trunk Dia.	Radial Crown Spread	Crown Clearance	Height to 1st Branch	Life Stage	Physiology	Structure	Landscape Value	Est. Years	Comments	Category
1	TPO	English Oak	15m	900mm est	N5.4m E7.3m S7m W7m	N8m E7m S6m W7m	5m	Mature	Average	Average	High	40+	Trunk growing on bank of ditch on opposite side to site; significant decay on top of scaffold branch at approx. 5m to W; heavily crown lifted to W; major deadwood in crown.	A
2	TPO	English Oak	12m	750mm est	6.3m	6.5m	4m	Semi-mature	Average	Average	Moderate	20-40	Bi-furcates at 3.5m; small 'domed' crown.	B
3		Holly	7m	2 stems @ 150mm est	1.5m	0.1m	0.1m	Semi-mature	Average	Below average	Low	10-20	Multi-stemmed from base; suppressed crown as overtopped by adjacent specimen; of limited potential.	C
4		Blackthorn	5m	3 stems @ 100mm est	1.5m	0.4m	1.5m	Semi-mature	Average	Below average	Low	10-20	Multi-stemmed from base; suppressed crown as overtopped by adjacent specimens.	C
5	TPO	English Oak	14m	670mm	N7.6m E7m S6.2m W6.7m	5m	6m	Semi-mature	Average	Average	Moderate	20-40	Historic large diameter un-occluded pruning at base of trunk to W (removal of co-dominant stem).	B
6	TPO	English Oak	20m	1340mm	N8m E10m S12m W10m	5.5m	6m	Over-mature	Average	Average	High	40+	Significant dieback at branch tips indicating tree in state of 'senescence'; major deadwood in crown; readily visible and provides valuable contribution to the wider landscape; of habitat value, habitat holes on undersides of scaffold branch at approx. 13m to SE.	A
7	TPO	English Oak	22m	1510mm	N8.2m E10m S9.2m W13.8m	N6.5m E6m S10m W6m	7m	Over-mature	Average	Average	High	40+	Trunk growing on subtle raised bank adjacent ditch; erosion of soil structure/voids between pronounced buttress roots to N, NW, SW; major deadwood in crown; readily visible and provides valuable contribution to the wider landscape.	A
8	TPO	English Oak	15m	920mm	N3.7m E8m S9.2m W8.7m	N8m E5m S5m W5m	5m	Mature	Average	Average	High	40+	Pronounced buttress roots to E; one sided crown as suppressed by adjacent Oak tree no.7.	A
9	TPO	English Oak	13m	870mm	N8.3m E7m S6.3m W8.2m	4.5m	4m	Mature	Average	Average	Moderate	20-40	Deer damage on trunk between 0-2m on W side; tree with small, 'domed', crown.	B

No.	TPO	Species	Height	Trunk Dia.	Radial Crown Spread	Crown Clearance	Height to 1st Branch	Life Stage	Physiology	Structure	Landscape Value	Est. Years	Comments	Category
10		Hazel	6m	80mm est	2m	3m	0.1m	Semi-mature	Average	Average	Low	10-20	Multi-stemmed from base; historically "topped" at 4m.	C
11		Hazel	6m	80mm est	2m	3m	0.1m	Semi-mature	Average	Average	Low	10-20	Multi-stemmed from base; historically "topped" at 4m.	C
12	TPO	English Oak	15m	1140mm	10.2m	6m	5m	Mature	Average	Average	Moderate	20-40	Historically crown lifted; major deadwood in crown.	B
13		Goat Willow	8m	3 stems @ 300mm est	5m	5m	2m	Mature	Average	Hazardous	Nil	<10	Multi-stemmed from base; many tight branch union points; above average risk of failure; partially fallen trunks; poor crown conformation.	U
14		Goat Willow	8m	300mm	5m	5m	2m	Mature	Average	Hazardous	Nil	<10	Multi-stemmed from base; many tight branch union points; above average risk of failure; partially fallen trunk/s; poor crown conformation.	U
H1		Laurel	4m	Avg 20mm est	0.5m	0.1m	0.1m	Young	Average	Average	Low	10-20	Recently planted, linear row.	C
H2		Laurel	4m	Avg 20mm est	0.5m	0.1m	0.1m	Young	Average	Average	Low	10-20	Recently planted, linear row.	C
H3		Hazel	3m	Avg 20mm est	1m	0.1m	0.1m	Mature	Average	Average	Low	10-20	Former coppice, gaps in row.	C
H4		Laurel	4.5m	Avg 80mm est	1m	0.1m	0.1m	Semi-mature	Average	Average	Low	10-20	Of only low-level screening value.	C
H5		Hazel	6m	Avg 80mm est	2.5m	0.2m	0.1m	Mature	Average	Average	Low	10-20	Former coppice; linear row on field boundary; historically "topped" at 4m.	C
H6		Hazel, Holly and Goat Willow	Min 4m Max 6m	Avg 100mm est	2m	0.5m	0.1m	Semi-mature	Average	Below average	Low	10-20	Mutually suppressed; row on field boundary.	C
H7		Laurel	1.2m	Avg 10mm est	0.3m	0.1m	0.1m	Young	Average	Average	Low	10-20	Small recently planted linear row on site boundary.	C

APPENDIX 2 – Tree Protection Plan



DAA DRAWING NOTE
 Oak trees nos. 1, 2, 5, 6, 7, 8, 9 & 12 are protected by TPO 1537 (HDC) - no tree works or removals can occur without prior consent from the local planning authority.

TREES NOS. 13 & 14 TO BE COPPICED; EASTERN END OF HEDGE H1 TO BE REMOVED; HEDGE H6 TO BE FLAILED ON ITS EASTERN SIDE

Springfield Cottage

Animal Training Centre

Fuchsias

Fair Oaks

VIEWPORT 1
 EXISTING SITE PLAN

DAVID ARCHER ASSOCIATES
 ARBORICULTURE | ECOLOGY | LANDSCAPE

Project: The Slips West End Lane Henfield

Client: Manorwood

Drawing: TREE PROTECTION PLAN

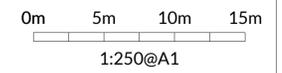
Based on: Proposed Site Plan

Drawing No: TPP 02 Rev:

Date: Sep 2025 Scale: 1:500 & 250 @ A3 Drawn: MR

Tree nos. ● 1	Canopies of trees: ○	Category 'A' RPAK: ○
Category 'B' RPAK: ○	Category 'C' RPAK: ○	Category 'D' RPAK: ○
TPO Tree: TPO	Protective fencing: —	

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Animal Training Centre

PROTECTIVE FENCING

To comprise of 2m tall welded mesh panels on rubber or concrete feet. Panels are to be joined together using a minimum of two anti-tamper couplers, installed so that they can only be removed from inside the fence. The panels should be supported on the inner side by stabiliser struts, which should be attached to a base plate and secured with ground pins.

PROTECTIVE FENCING

PROTECTIVE FENCING

PROTECTIVE FENCING

VIEWPORT 2
 PROPOSED SITE PLAN
 SHOWING INDICATIVE
 TREE PROTECTION