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Tree Survey
Arboricultural Impact Assessment
Arboricultural Method Statement

Relating to:

Woodlands Farm, Broadwater Lane, Copsale,
West Sussex RH13 6QW

Produced for:
PROwe Planning Solutions

Prepared by:
Challice Consulting Ltd.
Mr. David Challice
Dip. Arb. (RFS), F. Arbor. A, MICFor
Chartered Arboriculturist

Date:
24th November 2025

Our Ref:
AR5876

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INTRODUCTION

1.0 Frequently Used Key Terms and Abbreviations

Tree Preservation Order	TPO
Arboricultural Method Statement	AMS
British Standard 5837:2012 – Recommendations for Trees in Relation to Design, Demolition and Construction	BS 5837
British Standard 3998:2010 - Recommendations for Tree Work	BS 3998
Root Protection Area/Root Protection Areas	RPA/RPAs
Local Planning Authority	LPA

2.0 The Proposal

2.1 It is proposed to regularise the use of two residential mobile homes, remove imported material and reinstate the ancient woodland located to the northeast of the site.

3.0 Instructions and Purpose

3.1 This report has been commissioned by PROwe Planning Solutions to;

- Visit site and survey the trees in accordance with British Standard (BS 5837) 5837:2012 - Trees in Relation to Design, Demolition and Construction- Recommendations.

- Make suggestions to decrease the arboricultural impact of the proposed scheme on the retained trees.

- Detail the arboricultural impact of the proposed project.

- Prepare a tree work schedule to BS 3998:2010 - Recommendations for Tree Work.

- Develop a tree protection strategy for the duration of the removal of the imported material.

- Prepare a Tree Planting Plan and specification for replanting the area of ancient woodland.

3.2 Provision of the above information is designed to address the requirements of the LPA in terms of the arboricultural information necessary to register and determine the planning application.

4.0 Scope

4.1 In surveying the trees to the requirements of BS 5837, trees on and immediately adjacent to the site with a stem diameter over 75mm have been included. Large shrubs and hedges have been included where these are considered to be of significant amenity value. These are particularly

important where they provide boundary screening. For clarity and ease of data interpretation, large shrubs have been classified as trees.

4.2 A full hazard assessment of the trees (including the assessment of decay or defects and their impact), has not been undertaken as this is considered beyond the scope of this report. Any obvious hazards and defects have been identified in the Tree Survey Schedule and appropriate works recommended for immediate action.

4.3 It is the Client or their representative's responsibility to review the contents of this report to ensure it meets their requirements before it is sent to the LPA.

5.0 Documents Supplied/Used

Document	Obtained From	Format/Ref.
Existing and proposed layout plans	PROwe Planning Solutions	Dwg.

6.0 Site Details

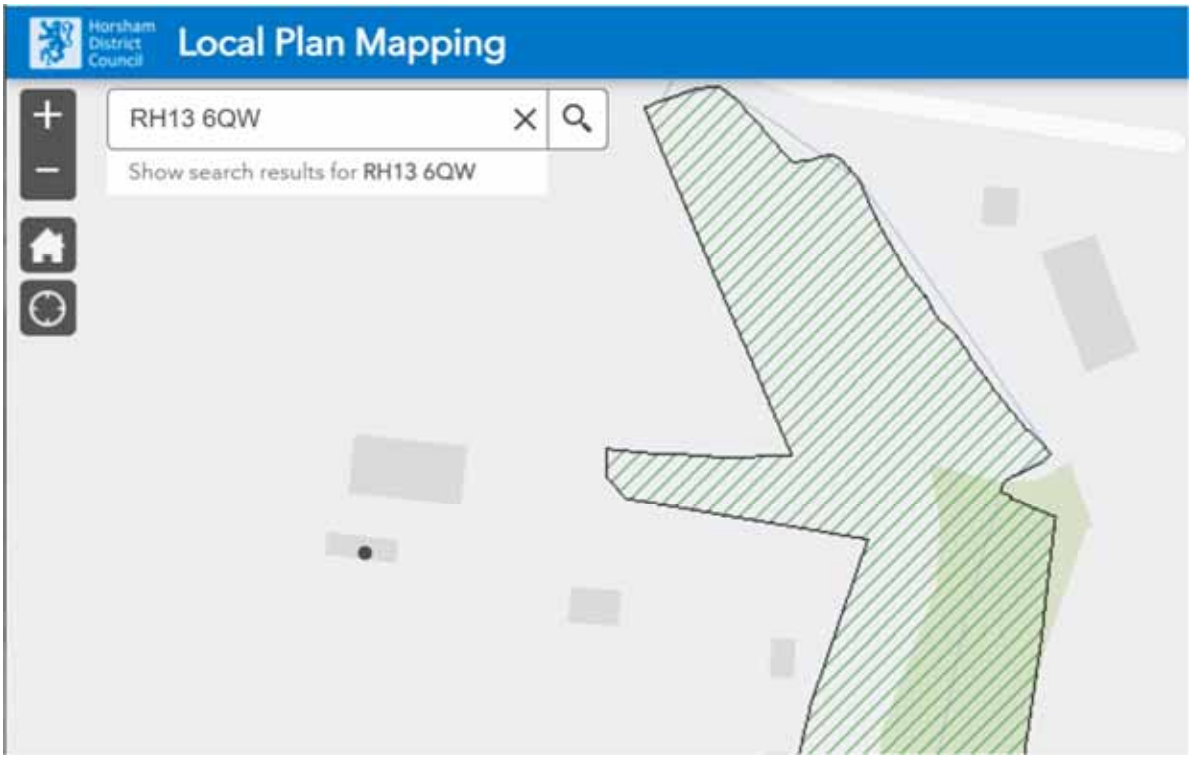
6.1 The site is comprised of a smallholding containing two mobile homes and one large barn and numerous small wooden sheds surrounded by agricultural land and horse paddocks.

6.2 There are no significant inclines in any direction that would affect the recommendations in this report.

6.3 The site is within the administrative jurisdiction of Horsham District Council.

6.4 I have not been instructed to ascertain the protection status of any of the trees on or near the site. However, I have been informed by the client that part of the site is designated as ancient woodland which does not currently contain any trees. This area is where I have proposed the new native woodland planting.

Location of the Ancient Woodland Designation in Green Hatch



TREE SURVEY

7.0 Survey Method

7.1 The site and trees were inspected on 13th November 2025.

7.2 The trees were inspected from ground level and no climbing inspections were undertaken.

7.3 Stem diameters were measured using a diameter tape at 1.5m from ground level unless stated in the Tree Survey Schedule at **Appendix 1**. The locations of the surveyed trees have originated from the drawings supplied by the Client unless otherwise stated in the Tree Survey Schedule.

8.0 Tree Details

8.1 The total number of records is as follows:
Individual Trees (T): 4
Tree Groups (G): 7

8.2 The tree details and proposed works are presented in the Tree Survey Schedule with Recommended Tree Works at **Appendix 1** and tree positions are shown on the Tree Planting/Protection Plan at **Appendix 2**.

8.3 The quality and value of the tree stock has been broken down by BS 5837 quality grade. The grading system can be summarised as follows:
A Grade – trees of high quality and value with a life expectancy of more than 40 years
B Grade – trees of moderate quality and value, with a life expectancy of more than 20 years
C Grade – trees of low quality and value, with a life expectancy of more than 10 years
U Grade – trees usually for removal (unless otherwise stated), with a life expectancy of less than 10 years

Quality and Value of Existing Tree Stock

	A Grade	B Grade	C Grade	U Grade
No. of Tree Records by Grade	1	3	6	0

8.4 The RPAs of the trees are included in the Tree Survey Schedule with reference to Table 1 of BS 5837. The RPA is the area, measured in m^2, which is calculated in accordance with the BS 5837 using the stem diameter of the trees. This should provide retained trees with sufficient rooting environment to survive the proposed development.

ARBORICULTURAL IMPACT ASSESSMENT

9.0 Introduction to Arboricultural Impact Assessment

9.1 This section comprises an assessment of the impact the proposed works detailed in Section 2 above have on trees. It considers the arboricultural impact and how this may be mitigated.

10.0 Tree Removal and Retention

10.1 The proposed scheme provides for the retention and protection of all the trees surveyed with the exception of Leyland Cypress hedge G6 that should be removed to permit the enlargement of the ancient woodland.

11.0 Tree Pruning Works

11.1 No tree pruning is required to facilitate the construction of the proposed development.

12.0 Incursions into Root Protection Areas

12.1 There are no significant incursions into the RPAs of the retained trees within this scheme.

12.2 No new underground services are to be installed within the RPAs of the retained trees.

13.0 Proximity Issues and Shading

13.1 The approximate shade segments for key surveyed trees have been plotted using the OTISS software system, which identifies the approximate area of the site which may be affected by shade during the course of the day. The shade segment does not represent the area which will be in shade all day long; however, it represents an area which **may** be affected **at some point** during the course of a day by shade depending on the time of day and season.

13.2 The juxtaposition between retained trees and the proposed development is in accordance with Section 5.3 of the BS 5837 and should not lead to future pressure to heavily prune or remove retained trees for the following reasons:

1. Any future tree pruning works are unlikely to surpass the recommendations in BS 3998:2012 or exceed those generally accepted as good arboricultural practice in an urban environment.
2. Low maintenance gutters can be specified to negate the need for removing leaves and needles from the rainwater collection system.

14.0 Summary of Arboricultural Impact

14.1 In summary, the arboricultural impact of the proposed scheme is minor as the hedge to be removed as a result of the proposed development is of low quality and is located in an area where tree removal will cause very little impact to the surrounding landscape.

14.2 During the landscaping phase of the development there is an opportunity to plant 140 native whip trees in the space outside the development footprint to mitigate for those recommended for removal and to improve the site's biodiversity, tree age class and species distribution. This area is designed to replicate the ancient woodland boundary and is 18m from the nearest mobile home. This area has been safeguarded with tree protective fencing where possible to protect the planting medium.

14.3 The retained trees can be afforded an appropriate degree of protection in accordance with the BS 5837 as detailed in the AMS.

14.4 I have evaluated the impact of the proposed development and consider it to be consistent with the guidance outlined in BS 5837:2012.

ARBORICULTURAL METHOD STATEMENT

15.0 Introduction to Arboricultural Method Statement

15.1 To safeguard the retained trees (both above and below ground parts) during the development works and preserve the soil structure of areas

which could be allocated for new planting, it will be necessary to implement tree protection measures as outlined below.

15.2 The basic principle is that a construction exclusion zone will be formed inside the tree protective fencing which is to be maintained for the duration of the construction works.

15.3 A copy of this AMS shall be maintained on site at all times and made available to all site personnel.

15.4 All site personnel shall be made aware of the key impact of this AMS and be given an arboricultural induction by the Site Manager. An Induction Form is attached at **Appendix 4**. A copy of the Induction Form will be signed by all site personnel to confirm that they have understood the issues involved.

15.5 As of 2005, Local Planning Authorities have powers to serve **Temporary Stop Notices** if agreed tree protection measures are not carried out. Adhering to this AMS will ensure that such costly and time consuming action is avoided.

16.0 Pre-Commencement Meeting

16.1 A pre-commencement site meeting, involving representatives from the Development Company, the Arboricultural Consultant and the LPA Tree Officer will be held to ensure that all aspects of the tree protection process are understood and agreed. A record of the meeting will be communicated to all parties by the Arboricultural Consultant within five days of the meeting.

16.2 Attendance at a pre-commencement site meeting and for any site supervision (see Section 27.0) is chargeable at the standard hourly rate as stated in the terms and conditions attached to the quotation for this report.

17.0 General Site Precautions

17.1 The following points will be observed at all times:

- No fires will be lit on site during the construction or demolition phases.
- No access will be permitted inside the tree protective fencing.
- No materials, equipment or debris will be stored within the tree protective fencing.
- Notice boards, telephone cables or other services will not be attached to any parts of the retained trees.
- Materials which will contaminate the soil (e.g. diesel oil and vehicle washings) will not be permitted to migrate into the RPAs of the retained trees.
- A dedicated mixing and cleaning area will be set up to prevent concrete, cement and cleaning residue leaching into the RPAs of the retained trees (see Tree Planting/Protection Plan for specification).
- Site cranes are to be automatically programmed to avoid loads striking the crowns, stems and branches of the retained trees.
- Site and lorry mounted cranes are to be automatically programmed (or a banksman will be present) to avoid loads striking the crowns, stems and branches of the retained trees.
- All vehicle movements associated with the site (including skips) will be supervised by the on-site Arboricultural Liaison. This will ensure that the crowns or roots of any retained trees are not damaged during movement, loading or unloading and soil damage and soil compaction does not occur.
- All cement/toxic materials are to be stored inside the site and not in the RPAs of any retained trees.

18.0 Tree Works

18.1 All tree works will be carried out in accordance with BS 3998:2010 ‘Recommendations for Tree Work’ (as amended) and to current arboricultural best practice. Tree works will be carried out by a suitably qualified and experienced Arboricultural Contractor holding the necessary insurance cover. This contractor should carry out the relevant site specific risk assessments and record such information prior to commencement of

tasks and work in accordance with current health and safety standards, practices and legislation. A list of such contractors is available from the Arboricultural Association at www.trees.org.uk.

18.2 The subject trees may be protected by virtue of being within a Conservation Area or covered by a TPO. Submission of this AMS in connection with a planning application should be construed as a formal application to carry out those works specified in the Tree Survey Schedule with Recommended Tree Works at **Appendix 1**. It is recommended that this matter be clarified by the Client in writing with the LPA prior to any works commencing.

18.3 In addition, prior to the commencement of any tree works, an ecological assessment of specific trees may be required to ascertain whether protected species (e.g. nesting birds, bats, badgers and certain invertebrates) may be affected.

18.4 Tree ownership should be clarified in writing by the Client before any trees are removed or pruned.

18.5 If additional pruning of trees is required to facilitate the proposed works or access for machinery/plant, the Arboricultural Consultant will be contacted to advise on appropriate works and liaise with the LPA as necessary.

19.0 Tree Protective Fencing

19.1 Tree protective fencing is used to ensure that the RPAs of the retained trees are safeguarded. These measures may also be employed to protect areas of ground for new landscaping.

19.2 The positioning and specification of the fencing is shown in **Appendix 2**. In this case, the default specification of BS 5837 consisting of **fixed Heras** fencing would be effective.

19.3 The protective fencing will remain in position for the duration of the development, including the removal of any existing structures. Clear signs will be attached to the fencing once erected – suggested wording will be **‘Construction Exclusion Zone No Access’**.

20.0 Ground Protection

20.1 There is no requirement for ground protection between the tree protective fencing and the RPAs of the retained trees.

21.0 Site Access/Hard Surfaces

21.1 The existing vehicle and pedestrian accesses into the site are suitable for ingress and egress during demolition and construction and no damage is anticipated to the root systems of the retained trees.

22.0 Demolition

22.1 Removal of the imported material within the RPAs and crown spreads of the retained trees will be carried out by hand retaining and protecting all roots over 25mm in diameter. The tree protective fencing can be temporarily removed to permit this procedure before the heavy machinery required for the removal of the remaining material is delivered to site. The tree protective fencing will be replaced immediately.

23.0 Underground Services

23.1 The proposed scheme can make use of existing services located inside and outside the site boundary and any new services and soakaways will be located in the adequate space outside the RPAs of the retained trees.

23.2 The locations, specifications and installation methods of all new services will be available for review at the pre-commencement site meeting before any works start on site.

24.0 Foundations

24.1 There is no requirement for any foundations within the RPAs of the surveyed trees.

25.0 Hard Landscaping/Material Storage

25.1 There is no requirement for additional hard landscaping or hard surfacing within the RPAs of the surveyed trees.

25.2 The storage of all materials will be located outside the RPAs of the surveyed trees and the line of the tree protective fencing.

26.0 Soft Landscaping/Boundary Fencing

26.1 Soft landscaping will be undertaken when heavy machinery has been removed from site and tree protective fencing taken down. The following points will be observed:

- Care will be taken not to compact the soil within the RPAs of the retained trees or where new tree planting is to be carried out.
- No changes in ground levels will occur within the RPAs of the retained trees.
- Unwanted vegetation will be removed manually or using contact herbicides that will not damage existing tree roots.
- No irrigation or drainage pipes will be installed within the RPAs of the retained trees.
- Where fence and gate post holes are to be installed within the RPAs of the retained trees, they shall be excavated by hand retaining all roots over 25mm in diameter and post holes will be lined with heavy duty Polythene to prevent the harmful cement leaching into the soil and damaging the roots of the retained trees.

27.0 Sequencing/Supervision, Responsibility and Incident Reporting

27.1 Effective tree protection relies on following a logical sequence of events and arboricultural inspection/supervision.

27.2 All the works detailed in this report which have the potential to affect trees will be supervised by a suitably qualified and experienced Arboricultural Consultant. Regular inspection visits will also be undertaken to ensure that tree protection measures are being adhered to. The final details of supervision and the frequency of inspection visits will be agreed with the

Tree Officer at the pre-commencement meeting. The Arboricultural Consultant will make a record of visits, which will be attached to the site copy of the AMS for inspection and communicated in writing to the LPA within five days of the site visit. An example of the Site Inspection Record is found in **Appendix 3**.

27.3 Daily inspection of the physical tree protection measures will be carried out by the on-site Arboricultural Liaison, who does not have to be a trained Arborist, but will be responsible for the implementation of the approved tree protection. Any deviation from the approved methodologies will need to be agreed by the Arboricultural Consultant who may need to visit site to authorise the revised tree protection measures. It is the responsibility of the Client or the Arboricultural Liaison to instruct the Arboricultural Consultant to attend site for the key events requiring supervision or monitoring. Any required modifications to the tree protection measures, building techniques or access arrangements within the crowns or RPAs of any trees will be communicated in writing to both the appointed Arboricultural Consultant and the Tree Officer before the changes occur.

27.4 Any damage to stems, branches or any size roots of the retained trees will be reported immediately by email and telephone by the Arboricultural Liaison to the Arboricultural Consultant. The Arboricultural Liaison will take photographs of the damage and send these to the Arboricultural Consultant who will visit site to assess the scale of the damage and report to the LPA Tree Officer. Mitigation for the damage will be agreed with the LPA Tree Officer.

Sequencing and Supervision

Stage	Action/Task	Personnel Responsible
1.	Issue arboricultural report to site manager	Client/Developer
2.	Give the Arboricultural Consultant (**AC**) and the Local Authority Tree Officer at least a week's notice of pre-commencement meeting	Client/Developer
3.	Arboricultural induction and appointment of the Arboricultural Liaison	Site Manager
4.	Carry out tree works (the Client is to establish tree ownership and protection status in writing before any tree works are carried out)	Site Manager
5.	Install all tree protective measures	Site Manager
6.	Pre-commencement meeting to review the demolition, hard surfacing and service plan and the installed tree protection measures	AC, Tree Officer, Client and Site Manager
7.	Carry out removal of the imported material by hand within the RPAs and crown spreads of trees T1, T2 and T3	AC to supervise
8.	Remove machinery/plant	Site Manager
9.	Remove all tree protective measures	Site Manager
10.	Carry out tree planting and erect boundary fencing on the edge of the ancient woodland	Site Manager to brief landscaping company on site and supervise

28.0 Amendments

28.1 Issues sometimes arise on development sites which require amendments to the previously agreed tree protection details. Any amendments to this AMS will be discussed with the Arboricultural Consultant and approved in writing by the LPA prior to being implemented. Copies of paperwork relating to any amendments shall be attached to the site copy of the AMS to provide a definitive record of what has been agreed.

Appendix 1

Tree Survey Schedule with Recommended Tree Works

Site: Woodlands Farm, Broadwater Lane, Copsale, West Sussex RH13 6QW
Our Ref: AR5876
Surveyor: Mr. David Challice
Date Surveyed: 13/11/2025

BS Cat	No. Records
A	1
B	3
C	7
U	0
	Total = 11

No.	Species	Measurements	BS Cat	RPA	Tree Observations	Tree Assessments	Recommendations
T1	Ash	Height (m): 19 Stem Diam(mm): 510 Spread (m): 7N, 7E, 7S, 7W Crown Clearance (m): 4 Lowest Branch (m): 6(N) Life Stage: Mature Useful Life: 10+ Years	C2	Radius: 6.1m. Area: 117 sq m.	Significant deadwood and hanging limbs over 25mm in diameter over low target area that should be retained for wildlife habitat.	Growth Vitality: Fair Structural Condition: Fair Landscape Contribution: Moderate RPA: Circular	No works proposed.
T2	Ash	Height (m): 19 Stem Diam(mm): 510 Spread (m): 7N, 7E, 9S, 7W Crown Clearance (m): 4 Lowest Branch (m): 6(N) Life Stage: Mature Useful Life: 10+ Years	C2	Radius: 6.1m. Area: 117 sq m.	Significant deadwood and hanging limbs over 25mm in diameter over low target area that should be retained for wildlife habitat.	Growth Vitality: Fair Structural Condition: Fair Landscape Contribution: Moderate RPA: Circular	No works proposed.
T3	Pedunculate oak	Height (m): 14 Stem Diam(mm): 330 Spread (m): 4N, 4E, 4S, 4W Crown Clearance (m): 2 Lowest Branch (m): 2(N) Life Stage: Early Mature Useful Life: 40+ Years	B2	Radius: 4.0m. Area: 50 sq m.	Suppressed by nearby Ash.	Growth Vitality: Fair Structural Condition: Fair Landscape Contribution: Moderate RPA: Circular	No works proposed.
G4	Common beech x10 Field maple x10 Pedunculate oak x15 Hazel x20	Height (m): 16 55 stems, avg.(mm): 400# Spread (m): 5N, 5E, 5S, 5W Crown Clearance (m): 1 Lowest Branch (m): 1(N) Life Stage: Mature Useful Life: 20+ Years	B2	Area: 816 sq m.	Forms part of woodland.	Growth Vitality: Good Structural Condition: Fair Landscape Contribution: High RPA: Circular	No works proposed.

Tree Survey Schedule with Recommended Tree Works

Challice Consulting Ltd.

No.	Species	Measurements	BS Cat	RPA	Tree Observations	Tree Assessments	Recommendations
G5	Hazel x5 Dogwood x5	Height (m): 3 10 stems, avg.(mm): 150 Spread (m): 2N, 2E, 2S, 2W Crown Clearance (m): 0 Lowest Branch (m): 0(N) Life Stage: Semi Mature Useful Life: 40+ Years	C2	Area: 59 sq m.	Forms part of native boundary feature.	Growth Vitality: Good Structural Condition: Good Landscape Contribution: Moderate RPA: Circular	No works proposed.
G6	Leyland cypress x5	Height (m): 4 5 stems, avg.(mm): 100 Spread (m): 0.5N, 0.5E, 0.5S, 0.5W Crown Clearance (m): 0 Lowest Branch (m): 0(N) Life Stage: Semi Mature Useful Life: 40+ Years	C2	Area: 58 sq m.	Regularly trimmed hedge.	Growth Vitality: Good Structural Condition: Good Landscape Contribution: Moderate RPA: Circular	Development: Remove. Before development commences. Development: Replace with suitable species. During the landscape phase.
G7	Leyland cypress x5	Height (m): 4 5 stems, avg.(mm): 100 Spread (m): 0.5N, 0.5E, 0.5S, 0.5W Crown Clearance (m): 0 Lowest Branch (m): 0(N) Life Stage: Semi Mature Useful Life: 40+ Years	C2	Area: 26 sq m.	Regularly trimmed hedge.	Growth Vitality: Good Structural Condition: Good Landscape Contribution: Moderate RPA: Circular	No works proposed.
G8	Ash Blackthorn x5 Dogwood x5 Hazel x5	Height (m): 4 16 stems, avg.(mm): 150 Spread (m): 2N, 2E, 2S, 2W Crown Clearance (m): 0 Lowest Branch (m): 0(N) Life Stage: Semi Mature Useful Life: 40+ Years	C2	Area: 143 sq m.	Forms part of native boundary feature.	Growth Vitality: Good Structural Condition: Good Landscape Contribution: Moderate RPA: Circular	No works proposed.
T9	Pedunculate oak	Height (m): 19 Stem Diam(mm): 800# Spread (m): 8N, 8E, 8S, 8W Crown Clearance (m): 4 Lowest Branch (m): 3(N) Life Stage: Mature Useful Life: 40+ Years	A2	Radius: 9.6m. Area: 290 sq m.	Significant deadwood and hanging limbs over 25mm in diameter over low target area that should be retained for wildlife habitat.	Growth Vitality: Good Structural Condition: Good Landscape Contribution: High RPA: Circular	No works proposed.

Tree Survey Schedule with Recommended Tree Works

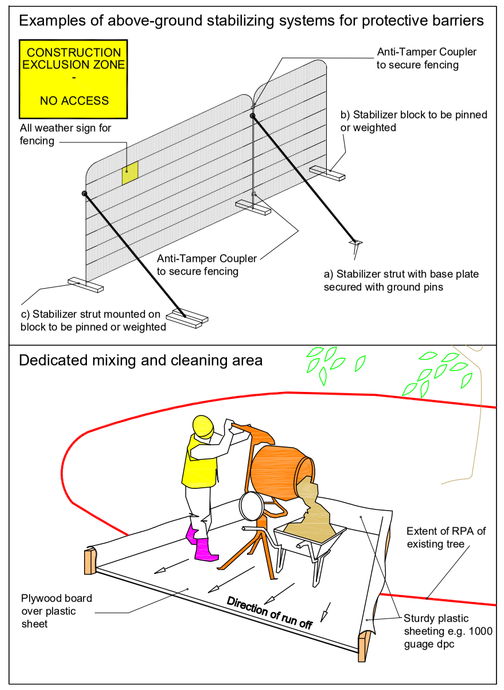
Challice Consulting Ltd.

No.	Species	Measurements	BS Cat	RPA	Tree Observations	Tree Assessments	Recommendations
G10	Pedunculate oak x5 Field maple x2 Ash x3	Height (m): 16 10 stems, avg.(mm): 600# Spread (m): 7N, 7E, 7S, 7W Crown Clearance (m): 0.5 Lowest Branch (m): 0.5(N) Life Stage: Mature Useful Life: 40+ Years	B2	Area: 494 sq m.	Significant deadwood and hanging limbs over 25mm in diameter over low target area that should be retained for wildlife habitat.	Growth Vitality: Good Structural Condition: Fair Landscape Contribution: High RPA: Circular	No works proposed.
G11	Suggested location of mixed native woodland to enlarge and enhance the ancient woodland	Height (m): 0.5 Stem Diam(mm): 50 Spread (m): 1N, 1E, 1S, 1W Crown Clearance (m): 0.5 Lowest Branch (m): 0.5(N) Life Stage: Young Useful Life: 40+ Years	C2	Area: 557 sq m.	Replant area of ancient woodland with mixed native species consisting of Wild Service, Field Maple, Hazel, Common Oak, Sweet Chestnut, Common Beech and Hawthorn.	Growth Vitality: Good Structural Condition: Good Landscape Contribution: Low RPA: Circular	Plant 140 native whip trees in deer proof tubes November 2025-March 2026.

Key for the Tree Survey Schedule with Recommended Tree Works

- **No.** refers to the tree reference number and the prefix of **T** (single tree), **G** (tree or shrub group), **H** (hedge) or **W** (woodland).
- **Species** refers to the tree's common name.
- **Measurements** include: **Height** describes the height of the tree measured in meters (m) from ground level. **Stem Diam(mm)** is the diameter of the stem measured in millimeters at 1.5m from ground level unless otherwise stated. The stem diameter may be estimated (#) where access is restricted or an average (avg) taken for groups or multi-stemmed trees with more than five stems. The number of stems is also indicated. **Spread** refers to the crown radius in meters from the stem centre and can be labelled as the four compass points of N, E, S, W unless symmetrical. **Crown Clearance** refers to the lowest point of the crown height in meters above ground level, lowest branch is the height of the first significant branch and the cardinal point to which it is growing. **Lowest Branch**. **Life Stage**. **Useful Life** is the tree's estimated remaining contribution in years.
- **BS Cat** refers to British Standard 5837:2012 Table 1 and refers to tree/group quality and value. **A** (high), **B** (moderate), **C** (low) or **U** (remove if within site ownership or control). The sub-category is the number next to the BS Cat and refers to the retention criteria values where 1 is Arboricultural, 2 is Landscape and 3 is Cultural including Conservational, Historic and/or Commemorative.
- **RPA** is the radial root protection distance measured in meters from the trunk centre and the root protection area in square meters. The RPA will be modified to account for site features such as hard surfacing and building foundations where necessary.
- **Tree Observations** provide additional information where it is necessary.
- **Tree Assessments** include: **Growth Vitality** - Good , Fair, Poor or Dead. **Structural Condition** - Good, Fair, Poor or Hazardous. **Landscape Contribution** - Very High, High, Moderate or Low. **RPA** may be modified to account for site features or circular.
- **Recommendations** details the reason why the tree works have been specified and the timescale (from the survey date) that the tree works should be completed.

Appendix 2



THIS PLAN TO BE USED FOR SETTING OUT OF TREE PROTECTION MEASURES ONLY; DO NOT SCALE FROM THIS PLAN UNLESS IT IS PRINTED AT A1. DO NOT USE UNLESS PRINTED IN COLOUR

Indicative

KEY:

- Shade patterns for key surveyed trees
- BS rooting area is shown uniform but may be modified to account for site features
- BS rooting area has been modified to account for site features
- A Grade
- B Grade
- C Grade
- U Grade
- Trees in G6 to be removed
- TPF — Position of fixed barrier fencing
- Position of new trees planted at 2.4m spacing
- Notes — Challice Consulting Ltd. annotation

Notes:

Tree protection barrier to be erected and installed before machinery or materials are brought onto site, before any demolition or development of land and before soil stripping.

Tree protection measures should be implemented following any necessary pre-development tree work.

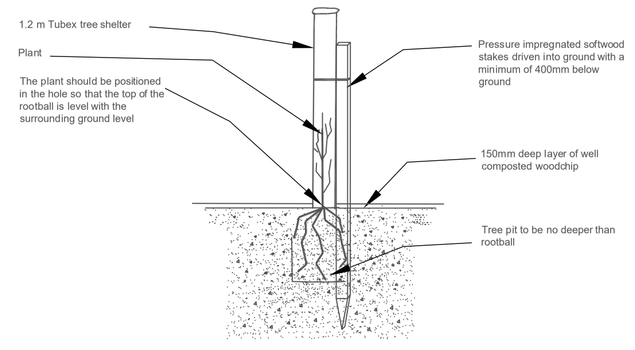
Barriers must not be removed or altered except with prior recommendation by project arboriculturist and where necessary, approval from the Local Planning Authority.

Setting out to be confirmed by project arboriculturist prior to commencement of other operations.

PROPOSED TREE SPECIES FOR PLANTING WITHIN AREA G11

All to be planted as 20-40cm high whips in groups of 3 or 5 as specified in diagram below

Numbers	Common Name	Botanical Name	Height	Root Preparation
20	Hazel	Corulus avellana	20cm - 40cm	Bare root
20	Field Maple	Acer campestre	20cm - 40cm	Bare root
20	Wild Service	Sorbus torminalis	20cm - 40cm	Bare root
20	Common Oak	Quercus robur	20cm - 40cm	Bare root
20	Hawthorn	Crataegus monogyna	20cm - 40cm	Bare root
20	Common Beech	Fagus sylvatica	20cm - 40cm	Bare root
20	Sweet Chestnut	Castanea sativa	20cm - 40cm	Bare root
140	Total			



Planting Specification:

- Trees are to be planted beween November 2025 and February 2026
- All planting stock shall comply with the Horticultural Trade Association National Plant Specification and BS3936:1991 Part 1
- Plants shall be prepared, handled, planted and maintained in accordance with the CPSE Code of Practice for the Handling & Establishment of Plants
- All trees and shrubs shall be planted in accordance with BS8545:2014
- All topsoil shall comply with BS3882:2007 unless otherwise specified
- Trees are to be watered heavily weekly from bud burst to leaf fall for two years folllowing planting
- All topsoil shall comply with BS3882:2007 unless otherwise specified
- Woodchip mulch is to be locally sourced and composted for 12 months before application and applied to flat areas to improve soil aeration and water retention

Plan to be printed in colour and to scale

DRAWING TITLE

Tree Planting/Protection Plan

PROJECT

Woodlands Farm, Broadwater Lane, Copsale, West Sussex RH13 6QW

SCALE	DATE	DRAWN BY
1:250 @ A1	24.11.2025	D.C.

DRAWING NUMBER	REV
TPPP-AR5876	0

Challice Consulting Ltd.
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Appendix 3

Arboricultural Consultancy
Holmwood Farm Grange Horsham Road North Holmwood Dorking Surrey RH5 4JR
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(Sample) Arboricultural Site Supervision Record

Our Ref: ARxxxx
Site: xxxx
Application Number: xxxx/xxxx
Proposal: Front boundary wall, entrance gates and hard and soft landscaping.
Inspected by: Mr. David Challice
Date of Inspection: xx/xx/xxxx

Client: Mr. xxxx
Site Contact: Mr. xxxx
Local Authority: xxxx

Persons Present:
Mr. David Challice - Tree Consultant
Mr. xxxx – Landscape Architect

Tree Protective Fencing:
The tree protective fencing was installed according to the approved documentation.

Photograph of the Tree Protective Fencing



Works Within the Construction Exclusion Zone:
During the site meeting, the screw piles were installed under arboricultural supervison to discharge Condition 6 of the planning application reference xxxx/xxxx (drawing reference xxxxxx-x) for the approved boundary wall. This was undertaken as per the agreed specification to protect the roots of the off site hedge G8.

Photograph of the Screw Pile Installation within the Rooting Areas of Off Site Trees



Amendments to the Approved Arboricultural Documentation:
There is no requirement for any amendments to the approved arboricultural documentation.

Remedial Work:
There is no requirement for any remedial tree works at this time as all the tree protective measures were installed according to the approved documentation.

General Comments:
I recommend that no further arboricultural site monitoring is required for this project. This report should be emailed by the Client to the Local Planning Authority.

Date of the Next Arboricultural Inspection:
No further arboricultural inspections are required.

Appendix 4

Induction Form for all Site Personnel:

Site Name:……..

- I have had explained to me by the Site Manager the key implications of the Arboricultural Method Statement relating to the development at the above site.

- I am aware that the tree protective fencing must remain in its original position and must not be moved without the approval of the appointed Arboricultural Consultant.

- I understand that certain operations must be supervised by the appointed Arboricultural Consultant and that these operations must not start until the consultant is present and has given approval.

- I confirm that I will bring any concerns about potential damage to trees to the attention of the Site Manager.

- I am aware that I must not cause damage to any of the retained trees on or adjacent to the site. Damage may be caused by direct means (i.e. physical damage caused to roots or the trunk/branches of the tree) or by indirect means (e.g. by fire or toxic materials entering the rooting environment of the tree).

Print Name:…….

Sign Name:…….

Date:…….

Appendix 5

Arboricultural Consultancy
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Tel: 01306 743374 Email: info@challiceconsulting.co.uk Web: www.challiceconsulting.co.uk

Tree Planting Specification and Two Year Management Plan

Relating to:

Woodlands Farm, Broadwater Lane, Copsale,
West Sussex RH13 6QW

Produced for:
PROwe Planning Solutions

Prepared by:
Challice Consulting Ltd.
Mr. David Challice
Dip. Arb. (RFS), F. Arbor. A., MICFor
Chartered Arboriculturist

Date:
24th November 2025

Our Ref:
AR5876

Challice Consulting Ltd.
VAT Registration No. 886 2277 82
Registered Office: Ellis Atkins Chartered Accountants Constable Court 62 Dene Street
Dorking Surrey RH4 2DP United Kingdom
Registered in England and Wales No. 06080792

Specification:
This soft landscape specification outlines the requirements to be applied to the proposed soft landscape operations for implementation and the first twenty-four months management following implementation.

Scope of Works:
The soft landscape works will include:

- The setting out of tree planting pits, agreeing locations with the client, and the digging of pits
- Supply and application of the locally sourced soil for the areas shown for tree and shrub planting
- The supply and planting of trees
- The supply and installation of tree support and protection
- The supply and spreading of mulch for the on site trees
- Twenty-four months maintenance and guarantee by the contractor of the trees

This specification is to be read in conjunction with the Tree Planting/Protection Plan (see **Appendix 1** attached) produced by Challice Consulting Ltd. (reference AR5876) including the indicated specifications on the plan and schedules.

This specification is to be read in conjunction with BS 8545:2014 Trees: from nursery to independence in the landscape – Recommendations, which promotes the integration of careful design, nursery production and planting site management, into one continuous process.

It is assumed that tree works and ground works will have been completed by others. Where existing trees have been removed to facilitate the development, it is assumed root systems will have been ground and arisings left in place. Where new plants are to be planted on or near the locations of previously existing trees, the contractor shall allow for excavation by hand retaining all roots over 25mm in diameter.

This specification has been written to be implemented in winter months (November 2025 – March 2026). In preparing a quotation for the implementation of the work in accordance with this specification, all costs should be individually itemised.

Part 1: Materials:

a) Soft Plant Material:

- All plant material shall conform to the relevant British Standards for nursery stock trees (BS 3936-1:1991).
- All plant material shall conform to the minimum standards set out in the National Plant Specification http://www.gohelios.co.uk/nps/nps.aspx.
- All trees must be true to name and clearly labelled or otherwise marked for identification.
- The plants shall show sufficient vigour and vitality and be properly hardened off with evidence of balanced growth and having been grown in a suitable environment.
- Bare root nursery stock shall have a well structured and fibrous root system, balanced in relation to the plant and conducive to successful transplantation. Root-balls shall be supported with Hessian or other material.
- All plants when sold shall be free from pests, diseases, weeds and physiological disorders and shall be materially undamaged. Roots shall not have been subjected between lifting and delivery to adverse conditions such as water-logging or prolonged exposure to drying winds or frost.
- All plants shall be in accordance with the size and variety indicated in this specification. No substitution of species or size shall be allowed without written consent of the client. Where sizes are offered below those in the schedule, the total number of plants shall be increased by an agreed number.
- All plant material is to be available for inspection by the client before planting commences or at the nursery prior to delivery to site. The client reserves the right to reject any plant material which does not satisfy the requirements of this specification.

b) Mulch:

- Mulch will be applied for the on site plants and shall be well composted organic mulch, free of pest, disease, weeds and seeds, and be free of Methyl Bromide contamination. The pH shall be neutral to slightly acid.
- Material to be used: coarsely divided plant matter, weed free, easy to apply, readily obtainable, containable and relatively resistant to wind dispersion.

Options are:

- Well composted woodchip (two year old composted hardwood)
- Pulverised bark
- Leaf mould

c) Water:

- Confirm with client locations of water supply, arrangements for access and metering. The contractor shall allow for all necessary connections to water

points to facilitate watering as required, and where necessary, for importing the supply of water by bowser to site.

- Immediately after planting, all trees shall be well soaked with water. The soil surrounding newly planted trees shall not be allowed to dry out and the plants wilt. This will be achieved by heavy watering weekly to soil saturation during the months of May to October inclusive for two years following planting.
- In the case of drought conditions or low rainfall when the use of hosepipes may be restricted, the contractor shall make all necessary provision to water the trees sufficiently in order to establish a healthy plant growth (including importing water if required).

d) Tree Stakes, Ties and Shrub Shelters:

Tubex tree shelter 1.20m 80-110mm diameter with single wooden stake 1.35m, 32mm x 32mm. Carefully positioned over mulched transplant ensuring branches are not damaged and secure shelter with two cable ties to driven wooden stake.

Part 2: Workmanship:

- All planting operations shall be carried out in accordance with good horticultural practice. A horticulturally trained foreman shall be in charge of planting operations on site at all times.
- The site shall be kept clean and tidy at all times. All rubbish, compost bags, plant pots etc. shall be removed from the site as they accumulate.

a) Programme of Work:

- The detailed programme and phasing shall be discussed and agreed with the client during approval of the planting areas prior to the start of the works.
- The client and contractor shall inspect any earthworks and the condition of those areas ready for planting.
- The detailed locations of the tree pits shall be confirmed on site by the client in accordance with any engineering recommendations.
- Planting operations shall commence only when building works are to the satisfaction of the client and when the new planting will not be subsequently damaged by the building contractor’s traffic or labour on site.

b) Packaging and Plant Handling:

- The transportation of trees and other plant stock shall be undertaken in accordance with the latest editions of relevant British Standards and National Plant Specification guidance: BS 4043:1989 Recommendations for transplanting root balled trees; http://www.gohelios.co.uk/nps/handling_establishment.aspx.
- The transportation of trees shall not be undertaken in conditions of frost or very cold winds.

- Packaging shall be adequate to protect the trees to prevent them overheating or drying out, particularly on their journey from the nursery to the site. Tree crowns shall be tied and all trees covered in transit.
- Trees shall be well secured during transit. The heads may be drawn together to reduce spread but no branches may be cut without permission from the client. All attachments to the trees must be made with care, using extensive wrappings and suitable slings so the bark is not stripped, crushed or damaged throughout the lifting and subsequent operations. Additional padding may be necessary in late spring.
- As much support as possible shall be given to the root-ball when loading.
- All due care must be taken to protect plants on site prior to planting. On delivery, trees shall be offloaded and temporarily stored within a self contained and secure area in a location previously agreed with the client. This area is intended to be a temporary store and plants shall only be left on site for a short while immediately prior to planting. It is the contractor's responsibility to ensure the safety and protection of the plants and that they are kept upright and well watered.
- Any bare rooted plant material must be carefully heeled in. Protection covers and wrapping shall only be removed immediately prior to planting.

c) Cultivations:

- All areas to be planted shall be free from any rubbish and pernicious weeds before work commences. The contractor can apply an approved herbicide and shall clear the planting areas of all loose surface rubbish and vegetation prior to commencing preparatory work.
- Cultivation shall not take place in extremely wet conditions or when the ground is waterlogged.
- The contractor shall allow for an initial and follow up application of an approved total non-residual herbicide in accordance with manufacturer's recommendations.
- The contractor shall note whether the site has suffered any contamination which will have shown up in the soil analysis. The contractor shall carry out any remedial work and take any necessary precautions recommended during cultivation works.
- Tracked machinery to be used with access routes planned and suitably protected to minimize soil compaction.
- Top soil should not be stripped, handled or trafficked in a waterlogged condition when the ground is frozen or covered by snow or when there are pools of water on the ground surface.
- If sustained heavy rainfall (>10mm in 24 hours) occurs during stripping operations, then the work must be suspended until the ground has had at least 24 hours to drain or has reached a suitable moisture content.

- Weed control to be carried out at monthly intervals to prevent the establishment of pernicious weeds using a translocated non residual herbicide.
- Grade sub-soil to smooth flowing contours to achieve finished levels of topsoil no greater than 200mm. Material should be placed in layers no greater than 150mm before consolidating gently by walking heel to heel over the area.

d) Planting Operations:

- Care must be taken to plant all trees at the correct depth, corresponding to the depth of planting in the nursery.
- At no time must the roots be allowed to dry out.
- Unless they are biodegradable, all containers and wrappers shall be removed immediately prior to planting.
- Trees shall not be planted in waterlogged conditions. Any damaged roots or branches shall be neatly trimmed prior to planting.
- Where the sides of tree pits are ‘glazed’ the sides must be broken to allow aeration.
- The tree shall be placed centrally in the pit allowing for the shape of the crown. The tree and shrub planting compost shall be incorporated into the excavated topsoil to backfill the hole. The tree shall be shaken during backfilling to avoid air pockets and the soil surface firmed by treading 2 or 3 times as the hole is filled, starting on the outside of the hole and working towards the tree.
- All trees shall be thoroughly watered immediately after planting.

e) Temporary Storage:

- Trees which are not planted immediately must either be heeled in or adequately protected using sacking, straw, or other suitable material to keep the roots moist.
- Where delays of more than a few days are envisaged, bare rooted plants shall be heeled-in a moist, friable soil, placed in an indirect or humidified cold store, or supported upright on a well drained site and the roots immersed in a deep layer of moist straw, hay, sand, pulverised bark, wood shavings or other suitable organic material. The material shall be firmed to exclude air (particularly on the inside of the bundles) and watered periodically as the condition of the material requires.
- Rootballed trees shall have their permeable wrappings kept moist by watering and the wrappings protected from direct winds and sunlight. For longer periods of storage, rootballs with permeable wrappings shall be placed on a well drained surface and covered with material as suggested for bare rooted plants.

f) Spreading of Mulch:

- Mulch for the trees to be planted on site shall be spread to achieve a final depth (after settlement) of 150mm. Care shall be taken to avoid touching exposed roots or the bark of existing or newly planted trees.

g) Protection:

- The contractor is to provide whatever protection is required to delineate and protect areas of completed work. Protection measures are to be agreed with the client before commencing work on site.

h) Practical Completion:

- The planting will be accepted once the work has been carried out to the satisfaction of the client.

Part 3: Defects, Liability and Maintenance:

- The contractor will be responsible for the successful establishment of trees for the period of twenty-four months following practical completion.
- The contractor must allow for the adequate watering of newly planted trees and through the maintenance (defects liability) period, for keeping the contract area clean, tidy and free from unwanted weeds.
- Should weather conditions require additional visits to water the plants, it is the contractor's responsibility to liaise with and notify the client in writing prior to making additional visits.
- Mulched areas shall be topped up regularly to ensure protection of roots which may grow towards the surface.
- Area to be mulched shall not include the immediate vicinity of stem or any major roots above ground. It is important to avoid direct contact with bark, where increased moisture levels could encourage infection by pathogens.
- Depth of mulch after settlement shall be between 150mm. Apply after thorough watering. Inspect six times/year and reapply to same specification to maintain depth of mulch within specified depth.
- Any losses or failures of plant material other than by malicious damage shall be assessed by the contractor and replaced at his own expense.
- Trees shall be maintained according to good horticultural practice to ensure the healthy growth of each plant species. Damaged, dead or diseased plants shall be treated according to good horticultural practice. Plants shall be pruned to facilitate a healthy and bushy growth according to each particular species.
- Tree protection tubes must be regularly maintained and checked to prevent damage to trees.

Part 4: Final Completion:

- Prior to the end of the maintenance period the contractor is to ensure that tree stakes and tubes are intact and secure. Mulch shall be topped up if required and spread evenly.
- The client and contractor shall assess losses or damage to trees to be replaced at the contractor's expense prior to handover. The contractor is responsible for informing the client when the site is ready for inspection.