PAUL DAVIDS
ARBORICULTURAL
CONSULTANCY LTD

ARBORICULTURAL METHOD STATEMENT

Client:	Ms. Yasmin Butt
Client Address:	Chestnut Lodge Pondtail Road Horsham RH12 2NJ
Report By:	Paul Davids TechArborA 2 Church Cottages Church Lane Newdigate RH5 5DL
Report Reference:	2026-041-Chestnut_Lodge-Horsham-AMS
Planning Reference:	DC-26-1344
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1. Introduction

Paul Davids Arboricultural Consultancy Ltd have been appointed by Ms. Yasmin Butt to prepare an Arboricultural Method Statement (AMS) for the demolition of the existing building and construction of a replacement building at Chestnut Lodge, Pondtail Road, Horsham, RH12 2NJ.

This AMS should be read together with the Arboricultural Impact Assessment (AIA) (report reference 2026-041-Chestnut_Lodge-Horsham-AIA) and the Tree Protection Plan (TPP) in Appendix 2. It sets out how the retained trees and hedges will be protected during demolition and construction, in accordance with British Standard 5837:2012 'Trees in relation to design, demolition and construction – Recommendations' (BS 5837).

This AMS has been prepared to accompany planning application DC-26-1344.

A copy of this AMS and the TPP must be kept on site at all times. The site manager is responsible for making sure that all site staff and contractors have read and understood it before they start work. Any deviation from this AMS must be agreed in advance with the arboricultural consultant and, where necessary, the Local Planning Authority.

2. Key Contacts

Table 1: Key contacts

Role	Name	Contact Details
Client / Developer	Yasmin Butt	ywebutt@gmail.com
Site Manager	Pat Bradstock	07432 285582 Psbradstock:gmail.com
Arboricultural Consultant	Paul Davids TechArborA Paul Davids Arboricultural Consultancy Ltd	07971 690442 info@pauldavidsarbconsultancy.co.uk
Local Planning Authority Tree Officer	Andy Clout, Assistant Arboricultural Officer Horsham District Council	01403 215187 planning@horsham.gov.uk

3. Trees and Hedges Affected

All trees and hedges shown as retained on the TPP must be protected. The Sycamores (T4 and T7) and the Holm oak (T6) on the front boundary are protected by a provisional Tree Preservation Order (TPO), reference TPO/1627, served on 7th October 2026. Damaging a protected tree, including its roots, is a criminal offence. The trees that need specific protection measures are listed below.

Table 2: Trees requiring specific protection measures

Ref.	Species	Cat.	TPO	RPA radius (m)	Protection Measures
T2	Juniper	B2	No	3.4	Protective barriers; ground protection; no-dig surfacing
T3	Juniper	C2	No	1.6	Removal required for installation of access path
T4	Sycamore	B2	Yes	6.4	Protective barriers
T6	Holm oak	A1	Yes	13.4	Protective barriers; ground protection; no-dig surfacing; supervision of any works within RPA
T7	Sycamore	B2	Yes	7.2	Protective barriers; ground protection
T8	Laburnum	C2	No	2.2	Removal required for installation of access path
T9	Magnolia	B2	No	4.2	Removal required for proposed revised driveway layout
T10	Portugal laurel	C2	No	6.2	Removal required for proposed revised driveway layout
T11	Portugal Laurel	B2	No	2.6	Removal required for proposed revised driveway layout
T12	Portugal Laurel	B2	No	3.8	Removal required for proposed revised driveway layout
H18	English yew x20	B2	No	1.2	Protective barriers where space allows; hand digging and root pruning protocol under supervision; ground protection for scaffolding

The RPAs of T4 and T6 have been adjusted to take account of Pondtail Road and the existing building (see section 5.2 of the AIA). The adjusted RPAs (T4: 129 m^2; T6: 565 m^2) are shown in Appendix 1, and the tree protection barriers must be positioned to protect the adjusted RPAs.

4. Sequence of Works

The works must be carried out in the order shown below. Items marked “Hold point” must not proceed until the arboricultural consultant has inspected and confirmed in writing that the previous stage is satisfactory.

Table 3: Sequence of works and hold points

Stage	Operation	Arboricultural Involvement
1	Pre-commencement site meeting	Attend – Hold point
2	Tree works (removal of southern stem of T10; any approved pruning)	Check works completed to BS 3998:2010
3	Install tree protection barriers and ground protection	Inspect and sign off – Hold point
4	Demolition of existing building and removal of hard surfaces	Supervise works within or next to RPAs
5	Excavation for foundations, including next to the yew hedge (H18)	Supervise hand digging and root pruning
6	Construction of building and installation of scaffolding	Periodic monitoring visits
7	Installation of underground services and drainage	Supervise any works within RPAs
8	Installation of no-dig surfacing within RPAs	Supervise
9	Removal of tree protection barriers and ground protection	Agree timing – Hold point
10	Soft landscaping within RPAs	Monitoring visit; final sign-off

5. Pre-commencement Site Meeting

Before any works start on site, including demolition, site clearance and delivery of materials or machinery, a site meeting will be held between the site manager and the arboricultural consultant. The Local Planning Authority Tree Officer will be invited to attend. The meeting will:

- confirm the trees to be retained and removed;
- agree the exact position of the tree protection barriers and ground protection, as shown on the TPP;
- confirm the construction access route, site compound, material storage and welfare facilities are outside the RPAs;
- agree the programme of arboricultural supervision and monitoring visits;
- make sure that all contractors understand the restrictions within the Construction Exclusion Zones.

6. Tree Works

The following tree works will be carried out before the tree protection barriers are installed:

- **T3 – Juniper** – remove to ground level and grind out stump to facilitate installation of mobility scooter access path.
- **T8 – Laburnham** – remove to ground level and grind out stump to facilitate installation of mobility scooter access path.
- **T9 – Magnolia** - remove to ground level and grind out stump to facilitate new driveway layout and site access.
- **T10 Portugal laurel** – remove to ground level and grind out stump to facilitate new driveway layout.

- **T11 Portugal laurel** – remove to ground level and grind out stump to facilitate new driveway layout
- **T12 Portugal laurel** – remove to ground level and grind out stump to facilitate new driveway layout

All tree works will be carried out by a suitably qualified and insured tree surgery contractor in accordance with BS 3998:2010 'Tree Work – Recommendations'. No works will be carried out to the TPO trees (T4, T6 and T7) unless TPO consent has been granted, or the works are necessary to implement the full planning permission and have been agreed with the arboricultural consultant.

All nesting birds are protected under the Wildlife and Countryside Act 1981 (as amended), and bats and their roosts under the Conservation of Habitats and Species Regulations 2017. Trees will be checked for nesting birds and bat roosting features before any works start. If nesting birds or bats are found, works will stop and advice will be sought from an ecologist.

7. Tree Protection Barriers

Tree protection barriers will be installed in the positions shown on the TPP before any demolition or construction starts, including the delivery of machinery and materials. The area within the barriers will form a Construction Exclusion Zone (CEZ). The barriers will remain in place until all construction is complete and will only be moved or removed with the agreement of the arboricultural consultant.

The barriers will be constructed to the default specification in Figure 2 of BS 5837:

- a vertical and horizontal scaffold framework, well braced to resist impacts, with the vertical tubes spaced at a maximum of 3 m and driven into the ground to a minimum depth of 0.6 m;
- weldmesh panels securely fixed to the scaffold framework with wire or scaffold clamps, so that they cannot be easily removed;
- a minimum height of 2 m.

Where it is not possible to drive the uprights into the ground (e.g. over existing hard surfaces), the alternative specification in Figure 3 of BS 5837 will be used, with weldmesh panels on rubber or concrete feet supported by stabiliser struts mounted on a block tray. The struts must be on the inside of the CEZ, or fixed so they do not damage the roots.

Signs will be fixed to the barriers at regular intervals stating: **"CONSTRUCTION EXCLUSION ZONE – NO ACCESS"**. Within the CEZ there must be no:

- storage of materials, plant, machinery, fuel or chemicals;
- excavation, changes in ground levels, or stripping of topsoil;
- vehicle or pedestrian access, unless agreed with the arboricultural consultant;
- mixing of cement or washing out of equipment;
- lighting of fires;

- attachment of signs, cables or other fixings to the trees.

8. Ground Protection

Where construction access, working space or scaffolding is needed within an RPA, temporary ground protection will be installed before any works start in that area. In accordance with clause 6.2.3.3 of BS 5837:

- **Pedestrian access only** – single thickness scaffold boards placed on a scaffold framework, or on top of a compression-resistant layer (e.g. 100 mm of woodchip) laid onto a geotextile membrane.
- **Pedestrian-operated plant up to 2 tonnes gross weight** – proprietary inter-linked ground protection boards placed on top of a compressible layer (e.g. 150 mm of woodchip) laid onto a geotextile membrane.
- **Wheeled or tracked vehicles over 2 tonnes** – an engineered solution designed by a suitably qualified engineer to spread the load and prevent soil compaction.

Table 4: Ground protection requirements

Ref.	Location	Specification
T2	Construction access / proposed mobility scooter access	Ground protection for construction traffic over the RPA outside of the protective fencing. Only to be removed immediately prior to installation of new surfacing
T6	Construction access / driveway within RPA	Ground protection for construction traffic over the RPA outside of the protective fencing. Section over planned mobility scooter access only to be removed immediately prior to installation of new surfacing
T7	Construction access / driveway within RPA	Ground protection for construction traffic over the RPA outside of the protective fencing (over the driveway). Only to be removed immediately prior to driveway surfacing.
T8	Construction access within RPA	Ground protection for construction traffic

Where the existing driveway or hard surfaces are within an RPA, they will be retained and used as ground protection for as long as possible. If they need to be removed, this will be done by hand or with machinery working from outside the RPA, under arboricultural supervision.

9. Demolition

Demolition will only start once the tree protection barriers and ground protection have been installed and signed off. Within or next to the RPAs:

- machinery will work from outside the RPAs or from the existing hard surfaces or ground protection;
- the building will be demolished inwards, away from the trees, and material will be pulled back from the trees, not pushed towards them;

- existing foundations within the RPAs will be broken out carefully, by hand or with small hand-held tools where roots are present, under arboricultural supervision;
- no new excavation will be made to remove existing foundations or services within the RPAs unless agreed with the arboricultural consultant;
- demolition rubble will not be stockpiled within the RPAs.

10. Excavation and Foundations near the Yew Hedge (H18)

The new building is located closer to the English yew hedge (H18) than the existing building. To avoid damage to the hedge, the following method will be used for any excavation within the RPA of H18, or any other RPA:

- the arboricultural consultant will be present at the start of excavation;
- excavation will be carried out by hand, using hand tools only;
- roots smaller than 25 mm diameter may be cut cleanly with a sharp saw or secateurs, back to the edge of the excavation;
- roots of 25 mm diameter or larger, and clumps of smaller roots, will be retained and protected, and will only be cut with the agreement of the arboricultural consultant;
- exposed roots will be wrapped in damp hessian to prevent drying out or frost damage, and the excavation will be backfilled as soon as possible;
- backfill around roots will be with topsoil or sharp sand, without compaction, and not with concrete or rubble.

Any pruning needed to give space for the building or scaffolding next to the hedge will be limited to the minimum necessary, cut back on the site side only, and carried out in accordance with BS 3998:2010. Yew tolerates pruning well and is expected to regrow.

11. Scaffolding and Access around Trees

Where scaffolding is needed within an RPA, it will be erected on ground protection. Scaffold base plates will be placed on scaffold boards, and no excavation will be made for scaffold footings. Any branches that would conflict with scaffolding will be tied back where possible, or pruned only with the agreement of the arboricultural consultant (and TPO consent where needed).

The movement of cranes, excavator arms, lorries and other tall machinery will be planned so that they do not strike the branches of the retained trees. A banksman will be used when vehicles are manoeuvring close to the trees.

12. Hard Surfacing within Root Protection Areas

Any new hard surfacing within an RPA will use a no-dig, permeable construction to avoid excavation and soil compaction:

- the existing surface (turf or loose surface) will be removed by hand, with no excavation into the soil below;
- any hollows will be filled with sharp sand; the ground will not be levelled by scraping or compacted;
- a geotextile membrane will be laid on the existing ground, followed by a three-dimensional cellular confinement system filled with clean angular stone (no fines);
- the edges will be retained with timber or other edging pinned above ground, without a concrete haunch;
- the final surface will be permeable (e.g. permeable block paving or gravel).

13. Underground Services

New underground services will be routed outside the RPAs wherever possible. Where this is not possible, services within an RPA will be installed in accordance with NJUG Volume 4 and clause 7.7 of BS 5837, using trenchless methods (e.g. directional drilling or moling), or by hand digging under arboricultural supervision, following the root protection method in section 10.

14. Site Compound, Storage and Site Activities

- The site compound, welfare facilities, material storage and parking will be located outside the RPAs.
- Cement mixing, washing out of equipment, and the storage of fuel, oils and chemicals will be carried out outside the RPAs, and where any spillage or run-off cannot flow into the RPAs.
- No fires will be lit on site where heat could affect the trees.
- Nothing will be attached to the trees, including signs, cables and fixings.
- Any spillage of fuel, oil or chemicals near the RPAs will be cleaned up immediately and reported to the arboricultural consultant.

15. Arboricultural Supervision and Monitoring

The arboricultural consultant will carry out supervision and monitoring visits at the stages set out in section 4. After each visit, a record will be made using the site monitoring record in Appendix 3, and a copy will be sent to the site manager and the client. Copies will be made available to the Local Planning Authority on request.

Arboricultural supervision and monitoring visits will be charged at £[rate] per hour (excluding VAT), including travel time and the preparation of the site monitoring record.

The site manager will give the arboricultural consultant at least 10 working days' notice of any works that require supervision.

16. Removal of Tree Protection and Landscaping

The tree protection barriers and ground protection will only be removed once all construction works, including the removal of plant, machinery and surplus materials, are complete, and the arboricultural consultant has agreed to their removal.

Soft landscaping within the RPAs will be carried out by hand. There will be no rotavating or use of heavy machinery within the RPAs, and no changes to ground levels. Any new topsoil will be limited to a maximum depth of 50 mm, and new planting within the RPAs will be with small plants requiring only small planting pits.

17. Accidental Damage and Contingency

If any damage occurs to a retained tree, or if the tree protection is breached or found to be damaged, the following will be done:

- work in the affected area will stop immediately;
- the site manager will inform the arboricultural consultant as soon as possible;
- the arboricultural consultant will assess the damage and advise on remedial action (e.g. pruning of damaged roots or branches, soil decompaction);
- any damage to the TPO trees (T4, T6 and T7) will be reported to the Local Planning Authority;
- the tree protection will be repaired before work restarts in that area.

Should you require any further information regarding items in this method statement, please do not hesitate to contact me.



Signed

Paul Davids TechArborA

Date: 17/11/2026

Arboricultural ASSOCIATION Technician Member

18. Appendix 1 – Site Map and Tree Location Plan

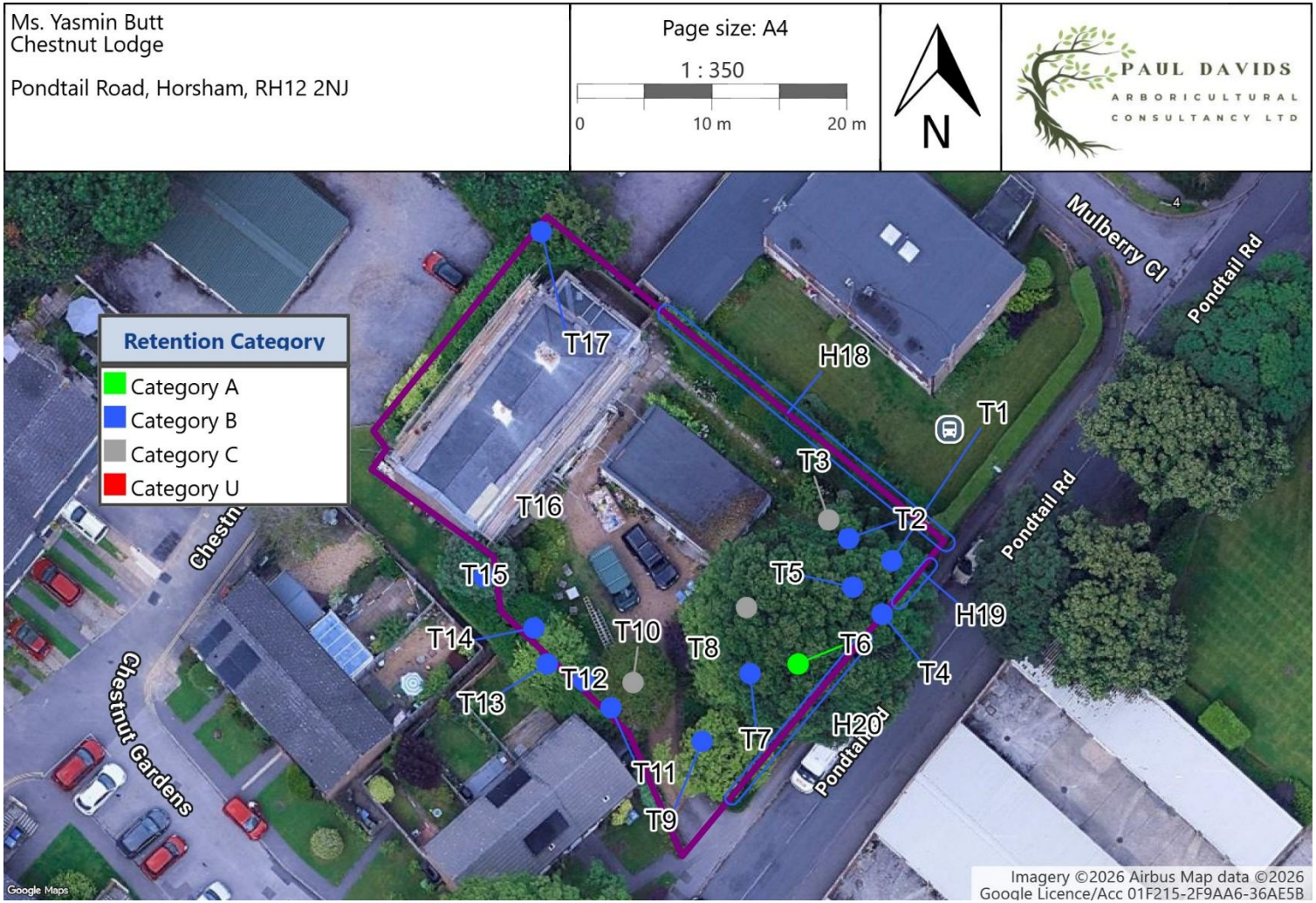


Figure 1: Site Map and Tree Location Plan

19. Appendix 2 – Tree Protection Plan

Ms. Yasmin Butt
Chestnut Lodge

Pondtail Road, Horsham, RH12 2NJ

Page size: A4

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PAUL DAVIDS ARBORICULTURAL CONSULTANCY LTD

Key

Site Boundary

Retention Category

Category A

Category B

Category C

Category U

Root Protection Area

Tree Protection Fencing

Ground Protection

Proposed site plan reproduced from provided drawing PR476/02 rev D produced by AEH Architects

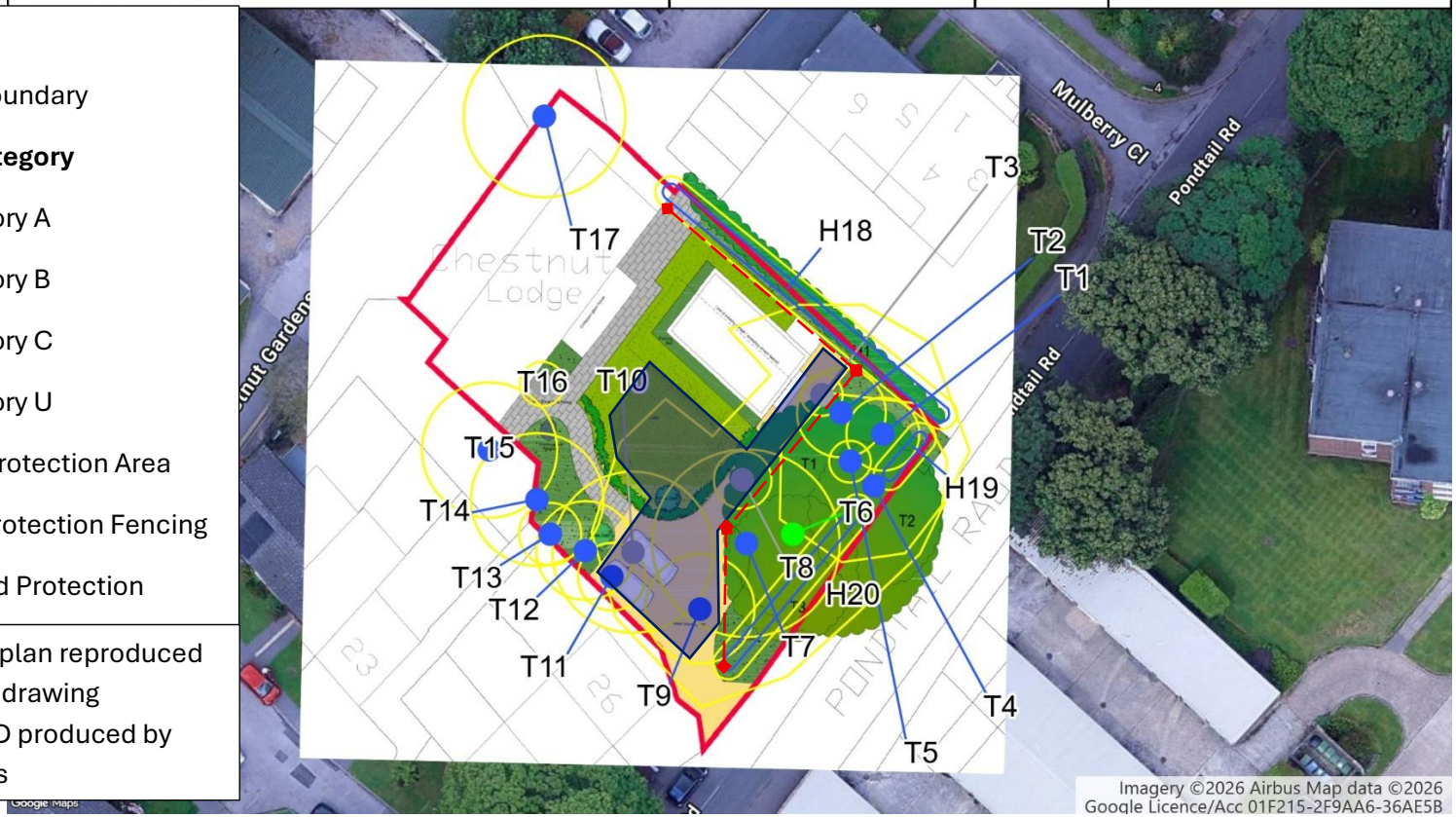


Figure 2: Tree Protection Plan

20. Appendix 3 – Arboricultural Site Monitoring Record

Site: Chestnut Lodge, Pondtail Road, Horsham, RH12 2NJ

Visit date: _____ **Visit no.:** _____ **Inspected by:** _____

Stage of works: _____

Item	Yes	No	Comments / Action Required
Tree protection barriers in correct position (as TPP)			
Barriers intact, secure and signs in place			
Ground protection in place and in good condition			
No storage, parking or materials within CEZ			
No excavation or level changes within RPAs			
No evidence of spillages within RPAs			
No damage to trees (branches, stems or roots)			
Works within RPAs carried out as AMS			
Copy of AMS and TPP available on site			

Remedial actions agreed:

Signed (arboricultural consultant): _____

Signed (site manager): _____

21. References

British Standards Institution (2010) *BS 3998:2010 Tree work – Recommendations*. London: BSI.

British Standards Institution (2012) *BS 5837:2012 Trees in relation to design, demolition and construction – Recommendations*. London: BSI.

National Joint Utilities Group (2007) *NJUG Volume 4: Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees*. Issue 2. London: NJUG.

NHBC (2025) *NHBC Standards, Chapter 4.2: Building near trees*. Milton Keynes: NHBC.