

# Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth  
Hertfordshire CM21 9AN  
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MAYOR  
Cllr Annelise Furnace

To: Cllrs Alder, R Buckmaster, Chester, Patel, Rattey and Royle (Cllr Furnace)

## ECONOMIC DEVELOPMENT & TOWN ACTION PLAN COMMITTEE

You are invited to attend a meeting of this committee to be held via the video conference service **Zoom** on **Monday 15 March 2021 at 19:30** to transact the business as set out in the agenda below.

Town Projects Manager  
08 March 2021

### AGENDA

- E 20/42 APOLOGIES FOR ABSENCE**  
To receive any apologies for absence
- E 20/43 PUBLIC FORUM**  
To respond to questions from members of the public on matters within the remit of the ED&STAP Committee.
- E 20/44 DECLARATIONS OF INTEREST**  
To receive any Declarations of Pecuniary Interest by Members
- E 20/45 MINUTES**  
To approve as a correct record the minutes of the Committee Meeting held on 09 November 2020 (E03) [Attached]  
[📎] [👆]  
To attend to any matters arising from the Minutes and not covered by the current agenda.
- E 20/46 TOWN GREEN**  
To review proposals for the development of Town Green. To consider the following:  
[📎] 1. Topographical Survey [attached in part]  
[📎] 2. Arboricultural Survey [attached]  
[📎] 3. Advice and Proposal by EHDC Conservation Officer [attached]  
4. To progress a brief produced by the Town Green Working Party for a landscape architect to produce a design for the area.  
5. Write a business plan to EHDC for the development of the area.

- E 20/47      TOWN BRANDING**  
To progress a Zoom meeting with Design Chambers and to make a recommendation to council.
- E 20/48      TOWN ACTION PLAN 2020-24**  
To note and review the latest iteration of the Town Action Plan.
- E 20/49      CREATION OF A MARKET**  
To review proposal for the creation of a new market within the confines of the current Covid advice.
- E 20/50      SHOP LOCAL CAMPAIGN**  
To review proposal for a Shop Local campaign for the centre of Sawbridgeworth
- E 20/51      ITEMS FOR FUTURE AGENDAS**  
To consider any items for inclusion on future agendas.

Members of the public and press are cordially invited to attend  
all meetings of the council and its committees

**Zoom Link:**

<https://us02web.zoom.us/j/89213821909?pwd=ekNJbG84cjJBV1h3RzJZNTIzSHZlUT09>

Meeting ID: 892 1382 1909  
Passcode: 228635

# SAWBRIDGEWORTH TOWN COUNCIL

## ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE

### Minutes

of the meeting of the Economic Development and Sawbridgeworth Town Action Plan Committee held by Zoom conference at, Sayesbury Manor, Bell Street, Sawbridgeworth at 19:30 on Monday 09 November 2020.

#### Those present

Cllr Ruth Buckmaster  
Cllr Dinesh Patel

Cllr Greg Rattey  
Cllr David Royle  
Cllr Furnace – *ex officio*

#### In attendance:

R Bowran – Town Clerk  
J Sargent – Town Projects Manager

One member of the public

#### E 20/32 APOLOGIES FOR ABSENCE

Were received and accepted from Cllr Alder and Cllr Chester who wanted to attend but were inhibited from doing so by a power cut which had disrupted their internet connections.

#### E 20/33 PUBLIC FORUM

There were no questions from members of the public on matters within the remit of the ED&STAP Committee.

#### E 20/34 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

#### E 20/35 MINUTES

To approve as a correct record the minutes of the Committee Meeting held on 19 October 2020 (E02A)  
[*prop Cllr R Buckmaster; secd Cllr Rattey*]

There were no matters arising from the Minutes not covered by the current agenda.

#### E 20/36 TOWN BRANDING

To review recommended iconography for Town Branding, to hold a Zoom meeting with Design Chambers and to make a recommendation to council. The Zoom presence of Design Chambers had been suspended.

A sub-committee consisting of the chair and vice-chair to hold a Zoom meeting with Design Chambers had been suggested. This was modified to suggest the sub-committee should consist of three members, the chair, vice chair and Cllr Chester. [*prop Cllr Royle; secd Cllr R Buckmaster*] This was approved.

However, there were several abstentions and the chair invited a counter proposal to be made. It was then:

**Resolved:** That communication with Design Chambers should be by the whole committee  
[*prop Cllr Rattey; secd Cllr Patel*]



**E 20/37      TOWN GREEN**

To review proposals for the development of Town Green.

Clerk advised that the topographical survey has been received and circulated to committee members.

He also advised that the Arboricultural survey could not be completed in terms of the impact assessment until a design for the area had been submitted.

The design notes made by the EHDC Conservation Officer were appreciated but did not constitute a design based upon a brief from committee members.

It was agreed that in order to progress the project the next steps should be:

1. Produce a brief prepared by the Town Green working party for a landscape architect to produce a design for the area.
2. Write a business plan to EHDC for the development of the area.

**E 20/38      TOWN ACTION PLAN 2020-24**

To note and review the latest iteration of the Town Action Plan which had been updated by Cllr Royle.

It was agreed to post this latest version on the council web-site and to present the version then current at the Annual Town Meeting in 2021, making the STAP the focus item in the agenda and available for public comment and consultation.

**E 20/39      CREATION OF A MARKET**

To review proposals for the creation of a new market within the confines of the current Covid advice.

It was agreed that there was no immediate prospect of establishing a market under the present Covid conditions. A costed proposal was called for in order to enable a "Grand Opening" in the Spring of 2021.

Clerk said that the costs for a market has been included in the 2020-21 budget. It was suggested that the TPM should keep the project on the back burner. It was stated that it would be Members who would instruct officers as to when the market would start.

Chair asked for a costed proposal for the next meeting. Clerk was asked to recirculate the original costed plan for opening a market.

**E 20/40      SHOP LOCAL CAMPAIGN**

To review proposal for a Shop Local campaign for the centre of Sawbridgeworth.

Committee was made aware of the promotion by Big Wave, who are contracted to Herts CC for a county wide campaign to promote economic development. A small element is to be the production of "Shop Local" signs, but the major part of the work will be in newsletters, radio and press publicity.

**E 20/41      ITEMS FOR FUTURE AGENDAS**

There were no additional items for inclusion in future agendas.

Meeting Closed at 20:30

DRAFT V2

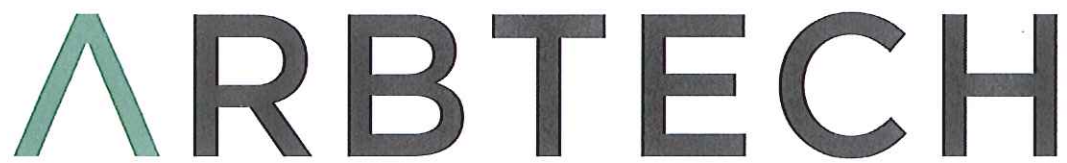




PROJECT INFORMATION	
PROJECT NO.	THESU-100023
DATE	10/11/2018
CLIENT INFORMATION	
CLIENT NAME	THE SURVEY HOUSE
CLIENT ADDRESS	100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000







**BS5837:2012**

**Trees in relation to design, demolition and construction –  
Recommendations**

## **Tree Survey**

**Sawbridgeworth Town Council**

Town Green

Bell Street

CM21 9AQ

**11 October 2020**

Author: Jon Hartley BSc (Hons) MArborA



## Introduction

Arbtech Consulting Limited (Arbtech) received written instruction on 15 September 2020 from Sawbridgeworth Town Council to attend Town Green, Bell Street, CM21 9AQ (site) to undertake an arboricultural survey a to BS5837:2012 guidance to assess trees, hedges and major shrub groups growing on and within influencing distance of the site and to produce a Schedule of trees, Tree Constraints Plan, Arboricultural Impact Assessment , Arboricultural Method Statement and Tree Protection Plan.

I am Jon Hartley, an arboricultural surveyor at Arbtech Consulting Ltd. I undertook the tree survey on 07 October 2020 and subsequently, have produced this summary of my findings.

I passed the RFS Certificate of Arboriculture in 2000 after a short time working in the industry. During a six-year spell in Australia, I passed the Australian Qualifications Framework (AQF) level 5 Diploma in arboriculture. I also now hold a BSc (Hons) degree in Arboriculture and Urban Forestry and the obligatory LANTRA Professional Tree Inspector certification. I benefit from professional industry experience spanning 20 years. I have professional memberships with the Consulting Arborist Society and the Arboricultural Association and an associate membership with the Institute of Chartered Foresters.

The advice below and appended is underwritten by our Professional Indemnity insurance for the business practice of Arboricultural Consultancy in the sum of one million Pounds Sterling in each and every claim.

**Table 1: Documents referred to.**

Document	Reference No.
Topographical Survey	THESU-J-0023
LPA pre-app comments	N/A
British Standard 5837:2012	"BS5837"
Tree Survey Schedule	Arbtech TS 01
Tree Constraints Plan	Arbtech TCP 01

## Tree Survey

Survey: An arboricultural survey to BS5837 of all trees within impacting distance of the site was undertaken by Sawbridgeworth Town Council on 07 October 2020.

During the survey, I categorised the trees using "Table 1 – Cascade chart for tree quality assessment" of the BS5837:2012 (see Appendix 1).

A total of 31No. individual trees were surveyed. Details for each of the trees surveyed are provided in the Schedule of Trees (see Appendix 2).

**Table 2: Documents upon which this tree survey has been based.**

Document	Originator	Reference Number	Title
Topographical Survey	TSH	THESU-J-0023	Topographical Survey

**Limitations:** The survey was made at ground level using visual observation only. Detailed examinations, such as climbing inspections and decay detection equipment were not employed, though may form part of the survey's management recommendations. Measurements were taken using specialist tapes, laser and GPS devices. Where this was not possible, measurements are estimated.

**Scope:** Pre-development tree surveys make arboricultural management recommendations based exclusively upon the individual tree or group of trees condition relative to their present context (*i.e. not in relation to the proposed development*).

**Legal Status:** No statutory protection check has been performed. BS5837 does not draw any distinction between trees subject to statutory protection, such as a Tree Preservation Order ("TPO"), and those trees without. This is principally because a detailed planning consent overrides any TPO protection. Consequently, we do not seek to offer any comparison between or infer any difference in the quality or importance of TPO trees and other trees.

\* For more information on the surveyed trees please see Arbtech Consulting Ltd, Tree Survey Schedule (Appendix 1), Tree Survey Report and Tree Constraints Plan.

### Site description

Area of public access amenity space between car park and high street with seating and tree cover.

**Figure 1: Aerial Image of Approximate Site Boundary (Google Earth)**

It is proposed to redevelop the site to 'Create an area of social intercourse and a venue for town event.'

It is likely that arboricultural impacts can be addressed with arboricultural methodology or minor amendments to the proposal.



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## BS5837:2012 Scope

This standard recognises that there can be problems for development close to existing trees which are to be retained, and of planting trees close to existing structures. This standard sets out to assist those concerned with trees in relation to construction to form balanced judgements. It does not set out to put arguments for or against development, or for the removal or retention of trees. Where development, including demolition, is to occur, the standard provides guidance on how to decide which trees are appropriate for retention, on the means of protecting these trees during development, including demolition and construction work, and on the means of incorporating trees into the developed landscape.

## Methodology

The methodology used to assess the trees was the British Standard 5837:2012 'Trees in Relation to Construction' tree survey method. The aim of the survey is to establish which trees are moderate and good quality; suitable for retention and justifying protection. And, which trees are low or poor quality; either undesirable or unsuitable to retain and protect.

The tree survey includes all trees included in the land survey red line boundary plan, as well as any that may have been missed, and it should categorize trees or groups of trees, including woodlands for their quality and value within the existing context, in a transparent, understandable and systematic way. Where the arboriculturist has deemed it appropriate, the trees have been tagged with small metal or plastic tags, placed as high as is convenient on the stem of each tree.

Whilst master plan proposals for the development of the site might be available, the trees have been surveyed without taking these into consideration. All detailed design work on site layout should take into consideration the results of the tree survey (and the TCP).

Trees forming groups and areas of woodland (including orchards, wood pasture and historic parkland) are identified and considered as groups where the arboriculturist has determined that this is appropriate, particularly where they contain a variety of species and age classes that could aid long-term management. It is often expedient to assess the quality and value of such groups of trees as a whole, rather than as individuals. However, an assessment of individuals within any group has been undertaken if they are open-grown or if there is a need to differentiate between them.

The quality and value of each tree or group of trees has been recorded by allocating it to one of the four categories: **A**, **B**, **C**, or **U** (highest to lowest quality respectively). The categories are differentiated on the tree survey plan by colour, or by suffixing the category adjacent to the tree identification number on the TCP.



The survey schedule lists all the trees or groups of trees. The following information is also provided:

- I. reference number (to be recorded on the tree survey plan);
- II. species (common or scientific names);
- III. height in meters (m);
- IV. stem diameter in millimetres (mm) at 1.5 m above adjacent ground level or immediately above the root flare for multi-stemmed trees;
- V. branch spread in meters taken at the four cardinal compass points;
- VI. height of crown clearance above adjacent ground level in meters (m);
- VII. age class (Newly planted, Young, Semi-mature, Early mature, Mature, Over mature);
- VIII. physiological condition (e.g. good, fair, poor, decline and dead);
- IX. structural condition (e.g. good, fair, poor and ivy);
- X. preliminary management recommendations, including further investigation of suspected defects that require more detailed assessment and potential for wildlife habitat; and
- XI. The retention category referring to the quality and useful contribution in years; **U** = <10yrs; **A** = >40yrs; **B** = >20yrs; **C** = >10yrs. The retention subcategory referring to the type of amenity; 1 = Arboricultural; 2 = Landscape; 3 = Cultural including conservation (see Table 1 Cascade chart for tree quality assessment).

## Definitions

### Arboriculturist

An arboriculturist (or arboricultural consultant) is a person who has, through relevant education, training and experience, gained recognized qualifications and expertise in the field of trees in relation to construction.

### Tree Survey

A tree survey should be undertaken by an arboriculturist and should record information about the trees on a site independently of and prior to any specific design for development. As a subsequent task, and with reference to a design or potential design, the results of the survey should be included in the preparation of a tree constraints plan, which should be used to assist with site layout design.

### Tree Constraints Plan

A TCP is a plan, typically delivered as an AutoCAD drawing (.dxf or .dwg file format), prepared by an arboriculturist for the purposes of layout design showing the root protection area and representing the effect that the mature height and spread of retained trees will have on layouts through shade, dominance, etc.

### Root Protection Area

An RPA is a layout design tool indicating the area surrounding a tree that contains sufficient rooting volume to ensure the survival of the tree, shown in plan form in m<sup>2</sup>.

### Construction Exclusion Zone (also termed Tree Protection Zone)

A construction exclusion or tree protection zone is an area based on the RPA (in m<sup>2</sup>), identified by an arboriculturist, to be protected during development, including demolition and construction work, by the use of barriers and/or ground protection fit for purpose to ensure the successful long-term retention of a tree.

### Arboricultural Impact Assessment

This is a study, undertaken by an arboriculturist, to identify, evaluate and possibly mitigate the extent of direct and indirect impacts on existing trees that may arise as a result of the implementation of any site layout proposal.

### Tree Protection Plan

A TPP is a plan, typically delivered as an AutoCAD drawing (.dwg file format), prepared by an arboriculturist showing the finalized layout proposals, tree retention and tree and landscape protection measures detailed within the arboricultural method statement, which can be shown graphically.

### Arboricultural Method Statement

This is a methodology for the implementation of any aspect of development that has the potential to result in loss of or damage to a tree. The AMS is likely to include details of an on-site tree protection monitoring regime.

## Recommendations

We have not seen the proposed scheme and make the following recommendation to ensure that there are no irrevocable issues to the proposed retained trees and so that no conditions relating to arboriculture are attached to any planning consent secured; obtain an arboricultural report to include:

- a) An arboricultural impact assessment (AIA);
- b) An arboricultural method statement (AMS); and
- c) A tree protection plan drawing (TPP).

## Limitations

Trees were inspected from using visual observation from ground level only. Trees were not climbed or inspected below ground level. Inaccessible trees will have best estimates made about the location, physical dimensions and characteristics. Trees have been grouped where BS5837 guides us that it is expedient to do so. Trees have been excluded from the survey if they are found by us to be sufficiently far away from the proposed developable area or if they are outside of the red line boundary plan showing the expectations of our Client for the extent of the survey. BS5837 does not draw any distinction between trees subject to statutory protection, such as a Tree Preservation Order ("TPO"), and those trees without. This is principally because a detailed planning consent overrides any TPO protection. Consequently, we do not seek to offer any comparison between or infer any difference in the quality or importance of TPO trees and other trees.

## Appendices

The following documents were released to the Client as appendices to this report:

- Survey Schedule (.pdf)
- Tree Constraints Plan drawing (.dwg/.dxf & .pdf)

If you require clarification of information contained herein, please do not hesitate to contact us via 01244 660558.

Yours Sincerely,



Jon Hartley BSc (Hons) MArborA  
Senior Consultant

07860951396  
01227373287  
jh@arbtech.co.uk

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Appendix 1: Table 1 Cascade chart for tree quality assessment

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## BS5837:2012 Trees in relation to design, demolition and construction – Recommendations

Table 1 Cascade chart for tree quality assessment

Category and definition	Criteria (including subcategories when appropriate)	Identification on plan
Trees unsuitable for retention (see Note)		
<b>Category U</b> Those in such a condition that they cannot realistically be retained as living trees in the context of the current land use for longer than 10 years	<ul style="list-style-type: none"> <li>• Trees that have serious, irreparable, structural defect, such that their early loss is expected due to collapse, including those that will become unviable after removal of other category U trees (e.g. where, for whatever reason, the loss of companion shelter cannot be mitigated by pruning)</li> <li>• Trees that are dead or are showing signs of significant, immediate, and irreversible overall decline</li> <li>• Trees infected with pathogens of significance to the health and/or safety of other trees nearby, or very low quality trees suppressing adjacent trees of better quality</li> </ul> <p><i>NOTE Category U trees can have existing or potential conservation value which might be desirable to preserve; see 4.5.7.</i></p>	Dark red
Trees to be considered for retention		
	<b>1 Mainly arboricultural qualities</b> <b>2 Mainly landscape qualities</b> <b>3 Mainly cultural values, including conservation</b>	
<b>Category A</b> <b>Trees of high quality</b> with an estimated remaining life expectancy of at least 40 years	Trees that are particularly good examples of their species, especially if rare or unusual; or those that are essential components of groups or formal or semi-formal arboricultural features (e.g. the dominant and/or principal trees within an avenue)	Light green
<b>Category B</b> <b>Trees of moderate quality</b> with an estimated remaining life expectancy of at least 20 years	Trees present in numbers, usually growing as groups or woodlands, such that they attract a higher collective rating than they might as individuals; or trees occurring as collectives but situated so as to make little visual contribution to the wider locality  Trees that might be included in category A, but are downgraded because of impaired condition (e.g. presence of significant though remedial defects, including unsympathetic management and storm damage), such that they are unlikely to be suitable for retention of beyond 40 years; or trees lacking the special quality necessary to merit the category A designation	Mid blue
<b>Category C</b> <b>Trees of low quality</b> with an estimated remaining expectancy of at least 10 years, or young trees with a stem diameter below 150mm	Unremarkable trees of very limited merit or such impaired condition that they do not qualify in higher categories  Trees present in groups or woodlands, but without this conferring on them significantly greater collective landscape value; and/or trees offering low or only temporary/transient landscape value  Trees with no material conservation or other cultural value	Grey

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## Appendix 2: Schedule of Trees

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Client: Sawbridgeworth Town Council  
 Project: Town Green, Bell Street, CM21 9AQ  
 Survey Date: 07/10/2020  
 Surveyor: Jon Hartley

Unit 3, Well House Barns  
 Chester Road  
 Chester  
 Cheshire  
 CH4 0DH  
 Phone: 01244661170

## ARBTECH

Tree and Tag No Species		Hght (m)		Stems		Crown			Age	RP A (m) R (m)	Phys Condition	Structural Condition	Preliminary Recommendations Survey Comment	Cat ERC
No	Ø (mm)	Spread (m)	Clear (m)											
T01														
Norway Maple <i>Acer platanoides</i>														
9	1	520	N	3	5	M	A: 122.3 R: 6.23	Good	C: Fair S: Good B: Good	Recently crown reduced to current dimensions, all pruning cuts made to suitable growth points and generally no larger than 60mm diameter.	B.1.2 20+ yrs			
T02														
Common Horse Chestnut <i>Aesculus hippocastanum</i>														
12	1	560	N	3.5 5.5 6 3	6 5 6 6	M	A: 141.9 R: 6.72	Fair	C: Fair S: Good B: Good	Regularly pruned approximately maintain ground clearance; surface roots with some girdling at root crown; leaf minor moth present with approximately 50% foliage density at time of survey with leaf fall well under way.	B.1.2 20+ yrs			
T03														
Sycamore <i>Acer pseudoplatanus</i>														
14	1	610	N	5 5 4.5 5.5	6 7 8 7	M	A: 168.4 R: 7.32	Good	C: Fair S: Good B: Good	Three codominant stems with unions at 2m and 4m; compensatory surface root growth suggests historical partial windthrow; northern stem bifurcates at 6m with included bark and two seams of reaction wood generation for 700mm suggesting poor attachment, removal of this branch would result in a poor form; naturally occurring deadwood in lower crown.	B.1.2 20+ yrs			
Age Classifications:		N	Newly planted	EM	Early Mature	Condition:			C	Crown	Stems:		Ø	Diameter
	Y	Young	M	Mature					S	Stem	(Eq)		Equivalent stem diameter using BS5837:2012 definition	
	SM	Semi-mature	OM	Over Mature					B	Basal area	ERC:		Estimated Remaining Contribution	

Tree and Tag No Species	Hght (m)	Stems		Crown		Age	RP A (m <sup>2</sup> ) R (m)	Phys Condition	Structural Condition	Preliminary Recommendations Survey Comment	Cat ERC
		No	Ø (mm)	Spread (m)	Clear (m)						
T04 Common Ash <i>Fraxinus excelsior</i>	14	1	320	N 3.5 E 6 S 1.5 W 3.5	10 6 12 9	EM	A: 46.3 R: 3.83	Fair	C: Fair S: Good B: Good	Two codominant stems from 2.5m, union tensile in nature; asymmetrical crown distribution due to proximity of companion trees; historical stem wound on east side at 1m now occluded; pruning works have removed all branches to 7m; low foliage density; defoliating insects present unidentifiable due to crown height.	B.1.2 20+ yrs
T05 Common Ash <i>Fraxinus excelsior</i>	14	1	370	N 7.5 E 6 S 2 W 1.5	4 6 12 5	EM	A: 61.9 R: 4.43	Fair	C: Fair S: Good B: Good	Two codominant stems from 2m, union tensile in nature; asymmetrical crown distribution due to proximity of companion trees; low foliage density, defoliating insects present unidentifiable due to crown height.	B.1.2 20+ yrs
T06 Common Ash <i>Fraxinus excelsior</i>	14	1	400	N 4.5 E 3 S 6 W 4	7 9 6 8	EM	A: 72.4 R: 4.8	Good	C: Good S: Good B: Good	Three codominant stems from 2m and 3m, unions tensile in nature; defoliating insects present unidentifiable due to crown height.	B.1.2 20+ yrs
T07 Common Yew <i>Taxus baccata</i>	6	2	206 (Eq)	N 1 E 2.5 S 3 W 2.5	2 2 2 2	SM	A: 19.2 R: 2.47	Good	C: Good S: Good B: Good	Under storey tree overtopped by ash and sycamore.	C.1 40+ yrs
T08 Common Yew <i>Taxus baccata</i>	7	3	269 (Eq)	N 3.5 E 3.5 S 2 W 3.5	2 2 2 2	SM	A: 32.8 R: 3.23	Good	C: Good S: Good B: Good	Under storey tree overtopped by ash and sycamore.	C.1 40+ yrs
<b>Age Classifications:</b> N Newly planted Y Young SM Semi-mature EM Early Mature M Mature OM Over Mature <b>Stems:</b> Ø Diameter <b>Condition:</b> C Crown S Stem B Basal area <b>ERC:</b> (Eq) Equivalent stem diameter using BS5837:2012 definition Estimated Remaining Contribution											



Tree and Tag No Species		Hght (m)	Stems		Crown			RP A (m²) R (m)	Phys Condition	Structural Condition	Preliminary Recommendations Survey Comment	Cat ERC																																																															
			No	Ø (mm)	Spread (m)	Clear (m)	Age																																																																				
T09																																																																											
Sycamore <i>Acer pseudoplatanus</i>	14	2	354 (Eq)	N 3.2 E 3 S 4 W 3.5	6 EM 7 6 9	A: 56.6 R: 4.24	Good	C: Good S: Good B: Fair	Two codominant stems from ground level with included bark at union.	B.1.2 20+ yrs																																																																	
T10																																																																											
Sycamore <i>Acer pseudoplatanus</i>	15	2	382 (Eq)	N 3.2 E 3 S 2.5 W 6	9 EM 7 7 4	A: 66.1 R: 4.58	Good	C: Good S: Good B: Fair	Two codominant stems from ground level with included bark at union.	B.1.2 20+ yrs																																																																	
T11																																																																											
Norway Maple <i>Acer platanoides</i>	12	1	280	N 2 E 1.5 S 3 W 4	3 EM 7 3 2	A: 35.5 R: 3.36	Fair	C: Fair S: Good B: Good	Localised leaf necrosis; epicormic regeneration within crown; asymmetrical crown distribution due to proximity of companion trees.	C.1.2 10+ yrs																																																																	
T12																																																																											
Sycamore <i>Acer pseudoplatanus</i>	13	1	290	N 5.5 E 4 S 1.5 W 4.5	4 EM 6 7 3.5	A: 38.1 R: 3.48	Good	C: Good S: Good B: Good	Asymmetrical crown distribution due to proximity of companion trees.	B.1.2 20+ yrs																																																																	
T13																																																																											
Small-Leafed Lime <i>Tilia cordata</i>	12	1	380	N 3.5 E 4.5 S 4 W 5	4 EM 4 4 3	A: 65.3 R: 4.55	Good	C: Good S: Good B: Good	Two codominant stems from 2m; recent service trench 2m from base on west side.	B.1.2 20+ yrs																																																																	
T14																																																																											
Sycamore <i>Acer pseudoplatanus</i>	15	1	300	N 4 E 3 S 4 W 3.5	4 EM 3 2 4	A: 40.7 R: 3.59	Good	C: Good S: Good B: Good	No significant features noted.	B.1.2 20+ yrs																																																																	
<div>Age Classifications: <table><tr><td>N</td><td>Newly planted</td><td>EM</td><td>Early Mature</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Y</td><td>Young</td><td>M</td><td>Mature</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>SM</td><td>Semi-mature</td><td>OM</td><td>Over Mature</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table></div> <div><table><tr><td colspan="2"></td><td colspan="2">Condition:</td><td>C</td><td>Crown</td><td>Stems:</td><td>Ø</td><td>Diameter</td></tr><tr><td colspan="2"></td><td colspan="2"></td><td>S</td><td>Stem</td><td>(Eq)</td><td colspan="2">Equivalent stem diameter using BS5837:2012 definition</td></tr><tr><td colspan="2"></td><td colspan="2"></td><td>B</td><td>Basal area</td><td>ERC:</td><td colspan="2">Estimated Remaining Contribution</td></tr></table></div>													N	Newly planted	EM	Early Mature									Y	Young	M	Mature									SM	Semi-mature	OM	Over Mature											Condition:		C	Crown	Stems:	Ø	Diameter					S	Stem	(Eq)	Equivalent stem diameter using BS5837:2012 definition						B	Basal area	ERC:	Estimated Remaining Contribution	
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Tree and Tag No		Hght (m)	Stems		Crown		Age	RP A (m <sup>2</sup> ) R (m)	Phys Condition	Structural Condition	Preliminary Recommendations Survey Comment	Cat ERC
Species			No	Ø (mm)	Spread (m)	Clear (m)						
T15												
Common Yew <i>Taxus baccata</i>		5	1	110	N	2	2	SM	Good	C: Good S: Good B: Good	No significant features noted.	C.1 40+ yrs
T16												
Cherry <i>Prunus sp.</i>		11	2	338 (Eq)	N	3	6	EM	Good	C: Fair S: Good B: Good	Two codominant stems from 1m.	B.1.2 20+ yrs
T17												
Cherry <i>Prunus sp.</i>		11	1	250	N	3	4	EM	Good	C: Fair S: Good B: Good	Secondary stem from base wrapping the trunk to 1m; asymmetrical crown distribution due to proximity of companion tree.	C.1.2 20+ yrs
T18												
Sycamore <i>Acer pseudoplatanus</i>		16	1	380	N	4	5	M	Good	C: Good S: Not visible B: Not visible	Ivy obscures inspection of base and stem from ground level to 11m.	B.1.2 20+ yrs
T19												
Plum <i>Prunus Domestica</i>		7	1	170	N	2.5	2	EM	Good	C: Good S: Not visible B: Not visible	Ivy obscures inspection of base and stem from ground level to 4m.	C.1 20+ yrs
T20												
Plum <i>Prunus Domestica</i>		9	1	270	N	2	5	M	Fair	C: Fair S: Not visible B: Not visible	Asymmetrical crown distribution due to proximity of companion tree; ivy obscures inspection of base and stem from ground level to 6m.	C.1 10+ yrs
<b>Age Classifications:</b> N Newly planted EM Early Mature Y Young M Mature SM Semi-mature OM Over Mature												
			<b>Condition:</b>		C	Crown	<b>Stems:</b>		Ø	Diameter		
					S	Stem			(Eq)	Equivalent stem diameter using BS5837:2012 definition		
					B	Basal area	<b>ERC:</b>			Estimated Remaining Contributio		

Tree and Tag No Species	Hght (m)	Stems		Crown		Age	RP A (m <sup>2</sup> ) R (m)	Phys Condition	Structural Condition	Preliminary Recommendations Survey Comment	Cat ERC
		No	Ø (mm)	Spread (m)	Clear (m)						
T21 Huntingdon Elm <i>Ulmus x hollandica 'Vegeta'</i>	12	1	300	N 4 E 2.5 S 5 W 5	4	EM 8	A: 40.7 R: 3.59	Fair	C: Good S: Good B: Poor	Localised die back due to recent service trench 2m north of base.	C.1 10+ yrs
T22 Copper Beech <i>Fagus sylvatica 'Purpurea'</i>	24	1	1260	N 11 E 10.5 S 10 W 11	2	M 2	A: 707 R: 15	Good	C: Good S: Good B: Good	Two codominant stems from 3m; new buttress roots all round suggesting some factor which needed compensating for, no fungal fruiting bodies found, no dysfunction detected with sounding hammer, flat area on on west side at base.	A.1.2.3 40+ yrs
T23 Sycamore <i>Acer pseudoplatanus</i>	6	1	310	N 1.5 E 0 S 2 W 2.5	3	EM 3	A: 43.5 R: 3.72	Poor	C: Poor S: Fair B: Good	Topped at 4m; dieback in limited regeneration; ivy obscures inspection of stem and base from ground level to apex.	C.1 10+ yrs
T24 Common Lime <i>Tilia europaea</i>	8	1	400	N 4 E 4 S 4 W 4	2	EM 2	A: 72.4 R: 4.8	Good	C: Fair S: Good B: Good	Member of linear group of six such limes managed as high pollards; last pollarded approximately 10yrs ago; trees likely to impact the adjacent listed wall.	B.1.2 40+ yrs
T25 Common Lime <i>Tilia europaea</i>	6	1	280	N 3 E 3 S 3 W 3	2	EM 2	A: 35.5 R: 3.36	Good	C: Fair S: Good B: Good	Member of linear group of six such limes managed as high pollards; last pollarded approximately 10yrs ago; trees likely to impact the adjacent listed wall.	B.1.2 40+ yrs
T26 Common Lime <i>Tilia europaea</i>	8	1	430	N 4 E 4 S 4 W 4	2	EM 2	A: 83.7 R: 5.16	Good	C: Fair S: Good B: Good	Member of linear group of six such limes managed as high pollards; last pollarded approximately 10yrs ago; trees likely to impact the adjacent listed wall.	B.1.2 40+ yrs
<b>Age Classifications:</b> N Newly planted EM Early Mature Y Young M Mature SM Semi-mature OM Over Mature											
<b>Stems:</b> Ø Diameter (Eq) Equivalent stem diameter using BS5837:2012 definition <b>ERC:</b> Estimated Remaining Contribution											



Tree and Tag No		Hght (m)		Stems		Crown			RP	Phys Condition	Structural Condition	Preliminary Recommendations	Cat ERC
Species		No	Ø (mm)	Spread (m)	Clear (m)	Age	A (m²) R (m)					Survey Comment	
T27													
Common Lime		6	1	240	N	3	2	EM	A: 26.1	Fair	C: Fair	Member of linear group of six such limes managed as high pollards: last pollarded approximately 10yrs ago; trees likely to impact the adjacent listed wall.	C.1.2 10+ yrs
<i>Tilia europaea</i>					E	3	2		R: 2.88		S: Good		
					S	3	2				B: Good		
					W	3	2						
T28													
Common Lime		8	1	340	N	3	2	EM	A: 52.3	Good	C: Fair	Member of linear group of six such limes managed as high pollards: last pollarded approximately 10yrs ago; trees likely to impact the adjacent listed wall.	B.1.2 40+ yrs
<i>Tilia europaea</i>					E	3	2		R: 4.08		S: Good		
					S	3	2				B: Good		
					W	3	2						
T29													
Common Lime		10	1	470	N	4	2	EM	A: 99.9	Good	C: Fair	Member of linear group of six such limes managed as high pollards: last pollarded approximately 10yrs ago; trees likely to impact the adjacent listed wall.	B.1.2 40+ yrs
<i>Tilia europaea</i>					E	4	2		R: 5.63		S: Good		
					S	4	2				B: Good		
					W	4	2						
T30													
Common Ash		10	1	180	N	0	6	EM	A: 14.7	Dead	C: Poor	Standing dead tree.	Estimated Measurements U n/a
<i>Fraxinus excelsior</i>					E	1	6		R: 2.16		S: Poor		
					S	2	6				B: Poor		
					W	1	6						
T31													
Common Yew		12	1	790	N	6	3	M	A: 282.4	Fair	C: Good	Lower than normal foliage density throughout crown.	B.1 40+ yrs
<i>Taxus baccata</i>					E	6	3		R: 9.48		S: Good		
					S	4	3				B: Good		
					W	5.5	3						
Age Classifications: N Newly planted EM Early Mature Condition: C Crown S Stem B Basal area Y Young M Mature SM Semi-mature OM Over Mature													
Stems: Ø Diameter (Eq) Equivalent stem diameter using BS5837:2012 definition ERC: Estimated Remaining Contribution													



## Appendix 3: Tree Constraints Plan

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## Document Production Record

Document number	Editor	Signature	Position	Issue number	Date
Arbtech TSR 01	Jon Hartley		Senior Consultant	1	11/10/2020

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## **Open space land (known locally as Town Green) off Bell Street near Surgery – Sawbridgeworth.**

John Bosworth Conservation Officer October 2020

### Introduction.

I was requested by local EHDC Members Cllrs. Eric and Ruth Buckmaster to advise them in relation to the above site, particularly regarding the wall fronting Bell Street. The above Members considered the space could be improved and that reduction of the wall's height and providing a new entrance from Bell Street would likely make the site more accessible and better used by pedestrians. Following our joint site visit on 9 September 2020, Members also requested I provide other general advice which is set out below.

A further meeting with the above Members took place on 7 October, following which some refinements were made to the original document. On this date, and entirely coincidentally, we met a Jon Hartley from Arbtech who was undertaking some arboricultural survey work on the site on behalf of the Town Council.

In discussion with other colleagues, I understand advice has previously been given in relation to both the legal position relating to the wall and also in relation to the general landscaping of the site.

The purpose of this presentation is mainly to provide a preliminary concept for discussion. Whatever emerges as the final scheme the author's principal advice is that the solution is holistic in terms of principle and detail, accepting that finances may dictate its implementation staged over a longer period.

### General Description.

The site is owned by the District Council. It is in the centre of Sawbridgeworth and in close proximity to important listed buildings and a well-used car park serving the town. It is understood the initiative for seeking improvements is locally generated.

The Conservation Area Appraisal produced by Beams and adopted 2014 advises the site is masked by a good brick wall, presumably formerly part of the garden of 4 Bell Street. However I do not agree with their additional reference that the trees make it an *attractive space* for the Surgery.

The open space is very important site in Sawbridgeworth's historic townscape. It is traversed by a diagonal path leading to the Surgery and Day Nursery and a path on its eastern boundary leading to the nearby EHDC car park.



Within the open space there are many trees including one exceptionally fine Beech Tree. The reader is invited to look at satellite images to observe how significantly the site is dominated by tree cover. Left unchecked the tree cover, its domination and shade it casts will increase. Tree species are principally Sycamore, Yew, Lime and Ash. Arbtech (see above) advised many of the trees were probably planted about 30-50 years ago. The Beech is much older and was probably a feature of the original historical garden. Elsewhere the space is grassed with various shrub planting areas of little visual importance. Within and nearby is hard surfacing, seating, signage and other street furniture of various types with no overall co-ordinated design and generally of poor quality. There are areas of bare earth. I noticed on my site visit miscellaneous evidence of unsociable behaviour beneath one of the seats. This heightens my general perception of an important open space somewhat 'tired and dark' where significant improvements could be made for the greater enjoyment of the community. The District Council's Arboriculture Officer agrees with this general observation.



Location Plan





Picture 1-2. The Wall fronting Bell Street. Recorded in the Listed Building description as forming part of the adjacent listed building. Height varies 1.35-1.8 m. Probably earlier 20<sup>th</sup> century date. The wall provides an important sense of enclosure and complete demolition would be inappropriate. Alterations to reduce height by a modest amount and to provide a new entrance would need Listed Building consent and Planning Permission. Picture 2 shows buttress support placed later – stability of wall needs checking.





Picture 3. Diagonal path crosses and bisects the open space leading to Surgery. Various elements of street furniture of poor design. Worn and 'tired' grass areas. Fine beech tree which the Council's Arboriculture Officer advises is a variety which originates from the Rivers Nursery.



Picture 4 -5 There is a 'maze' within the area prepared and constructed by the local Scouts Group for the Millennium It is not prominent and as can be seen the central insignia feature damaged by mowing the author was informed. If as likely and as advised, local considerations dictate the maze remains; it could be improved and significantly enhanced. For example the circles of grass could be replaced with a



contrasting hard surface, a central feature to give vertical emphasis could be provide together with seating and perhaps low box hedge or other planting surrounding it.



Pictures 6-7. Areas of tree and shrub planting which in the author's opinion is of limited landscape value. Bare earth particularly detracts. The deciduous trees are likely to be of a more recent date with no historic association with the original garden.





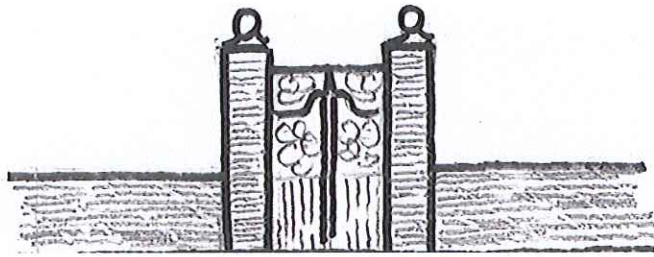
Picture 8. Pathway on eastern boundary leading to car park. Bare earth areas, street furniture and signage. An area of potential improvements, removal of some trees and possible replanting (Rivers varieties?) with views through to open space.

General consideration.

The author agrees with Members perception that this important open space would benefit considerably from improvement and making it more accessible to the community. The following advice is offered.

1. Seize the initiative. There is a real opportunity to make significant improvements and create a high quality urban space in this important location and provide a more desirable, inviting and useable open space.
2. Appoint a landscape consultant. It is essential that all elements: soft landscaping, hard landscaping, surfaces, signage and street furniture are considered comprehensively in detail and if necessary implemented over a longer period. Choice of common and appropriate surface and seating solution is most important. Check for services which may cross the site.
3. Reduce the height of the wall fronting Bell Street by a modest amount to agreed common height and provide a new centrally located entrance. This makes the enhanced open space visually more prominent and better used and enjoyed by the community. This to be subject to obtaining the necessary consents and resolving any access/highway safety issues. The wall forms part of the space and works involving alterations to it and provision of a new entrance should be considered as being part of an holistic scheme involving significant improvements to the open space itself. Simply providing a new access without

making real improvements to the space itself would be a lost opportunity. The wall appears to have moved out of the vertical in some parts and is supported by a buttress in one location. Its stability therefore needs consideration.

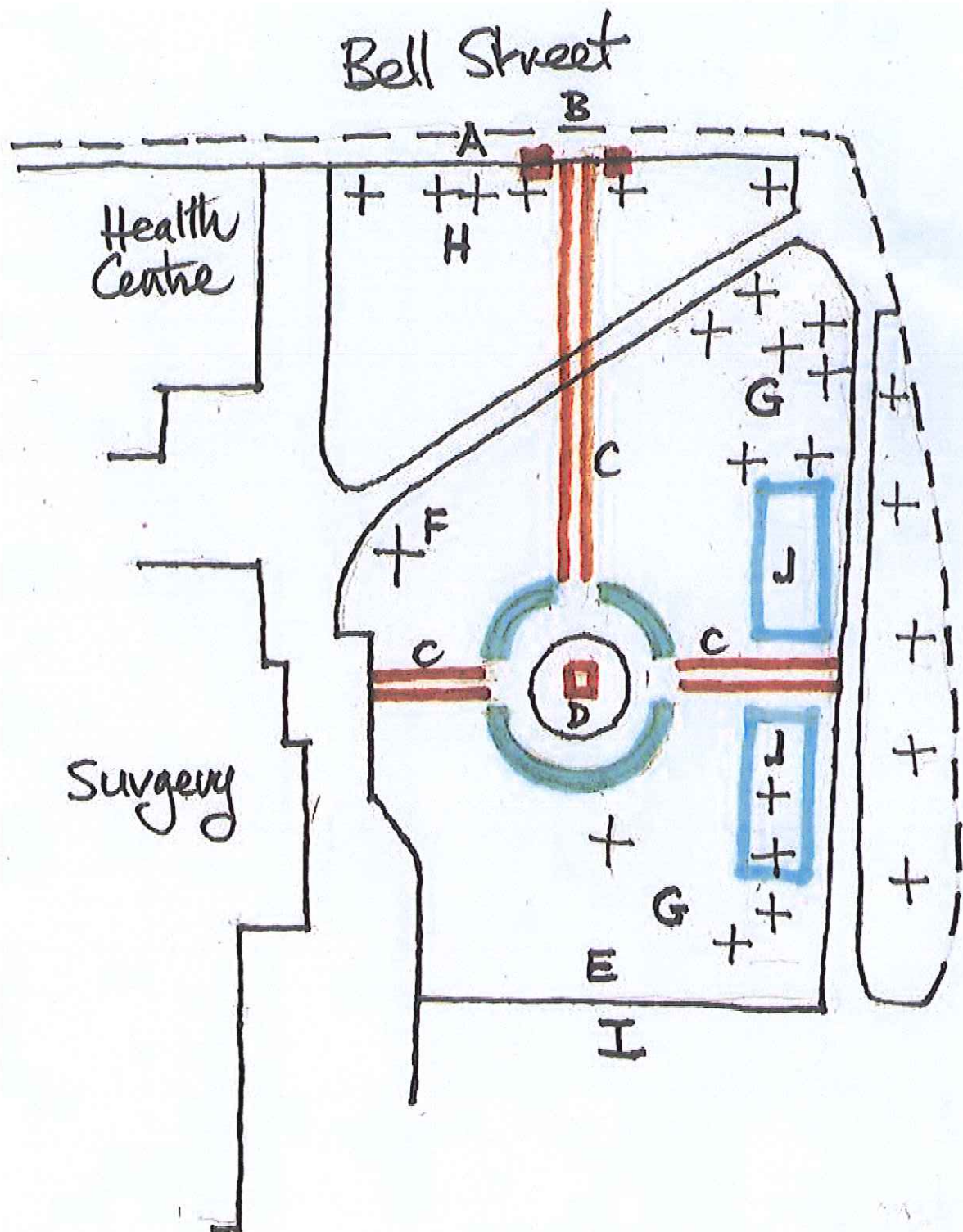


Picture 9. Possible concept for entrance from Bell Street. Traditional solution with brick piers and Iron Gate. There are other design solutions.

4. Subject to agreement from the Council's Arboriculture Officer remove trees and shrub areas so as to increase useable space and create a lighter atmosphere. Replacement planting: Both the Council's Arboriculture Officer and the author consider the incorporation of some Thomas Rivers (Victorian nursery had close historic association the town) replacement tree species could be an option and fruit varieties, if chosen, could be of additional community benefit. Consider involving the community in such planting. Possible high quality interpretation board. The Council's Arboriculture Officer will advise in relation to tree works and associated procedures.
5. Abandon and replace the existing path system. Provide a new path system and improved surface detailing with access to the car park to the south, the Surgery to the SW via a prominent and well-designed central feature with seating. The importance of achieving such an outcome that is well designed, relevant and prominent is essential. Such a central feature with an historic association with the town would provide an ideal solution. However if the 'Scout's Maze' remains there are various solutions to achieving improvements that perhaps could be implemented with assistance from the original providers, i.e. the Scouts. Finding an acceptable solution to this issue is most important.
6. Possible area on southern boundary for Market stalls, associated with creating formal clipped yew hedge (from existing hedge) between open space and car park.

SEE SKETCH next page. Only conceptual and very diagrammatic.





Picture 10. A – Reduce height of wall to common level- consider its existing stability. B - New entrance from Bell Street. C – New geometric path system with visually improved surfacing detail. D - Central focal feature and seating. If Maze feature is to remain suggest enhancement. One solution could replace grass with contrasting hard surface, vertical stone feature with carved scout insignia and possibly surrounding low Box hedge or other planting. E – Possible Market stalls

area. F – Retain Beech Tree subject to health considerations, consider modest crown lifting to reduce shading. G – Remove trees to be agreed. H – Consider options for frontage Lime trees, Retain, remove, re-pollard. I - Formal clipped yew hedge from existing. J – Possible replanting – Rivers varieties + interpretation board.

Once a final design has been produced check what, if any, consents are required. In addition to Listed Building Consent and Planning Permission relating to works to the wall, these potentially relate, firstly, to works to trees and secondly, establishing/formally confirming whether or not other works are considered as Permitted Development under Part 12 of the General Permitted Development Order, Development by Local Authorities.