



Wickham and Knowle Parish Council

Recreation Committee

(Chair Cllr Nic Holladay **Members:** Cllr Malcom Burt (Vice-Chair), Cllr Sheila Chambers, Cllr Kathryn Holladay, Cllr Craig Manuel, Cllr Sandy Phillips-Lee, Cllr Loraine Rappé)

Dear Committee Member

I hereby give you notice that a meeting of the **Recreation Committee** will be held at **Knowle Village Hall, PO17 5GR** on **Thursday 19th September 2024 at 7pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk, except where classified confidential.

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12.	To receive an update on the replacement Wickham Recreation Pavilion	Chair	Verbal
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17.	To receive an update on the proposed pitch improvement strategy for the Parish	Chair	81-85
18.	Recent correspondence/ reports from meetings attended of relevance to this Committee	Clerk	86-90

Sophie Thorogood

Clerk and RFO to Wickham and Knowle Parish Council

clerk@wickhamparishcouncil.org

15th September 2024



Wickham and Knowle Parish Council

Recreation Committee

Minutes of the Recreation Committee held at Knowle Village Hall, Thursday 1st August 2024, 7pm

Committee members present:

Cllr Nic Holladay (Chair), Cllr Malcom Burt (Vice), Cllr Sheila Chambers, Cllr Kathryn Holladay, Cllr Craig Manuel, Cllr Sandy Phillips-Lee, Cllr Loraine Rappé

In Attendance: Sophie Thorogood, Parish Clerk & RFO
Cllr Robert Broad
Cllr David Evans
2 Members of the Public

1. **Apologies for absence** – None
2. **Declarations of interest on Agenda:** None
3. **Public Session** – 2 members of public were in attendance.
4. **Minutes of the Meeting 20th June 2024**

RESOLVED: Minutes of the Meeting were approved and signed as a true record, proposed Cllr Manuel, seconded by Cllr Burt, and carried.

5. **Clerks Action Plan:** Noted.
6. **Business Manager update:** Noted. The Committee requested an update on income generated at future meetings. **ACTION:** Clerk

2 members of public were present to discuss agenda item 16 so the Chair moved the agenda order

16. To receive an update on the Glebe Working Party:

A member of the GWP gave an update on the current situation. Geoff Phillpotts met with WCC Archaeology to walk around the site. The WCC Officer was very enthusiastic about community archaeology projects that could be run on the site. Each dig would cost £10,000-£15,000. The Officer also liked local schools' involvement in the project.

The initial ecology survey has been carried out and the working party are awaiting the report. The company hired to carry out the survey were also enthusiastic about the site as they were not expecting to find anything exciting on it. They commented on the Ash tree in the middle of the Glebe which has die back and is potentially dangerous now.

Various costings are dependent on grant applications on grant that could happen in the future: Hedge-replanting to go along Southwick Road. Contractors may need to be hired to remove the brambles as not necessarily safe for volunteers to do the removal. The ecology company were pleased to hear about the Glebe was getting the oak trees.

Cllr N Holladay and Marc Ashton walked around the boundary with Croudace on 31st July and agreed on the boundary movement. This boundary movement will not happen on Monday 5th August to give residents time to adjust to the news.



Wickham and Knowle Parish Council

During the walkaround, it was discovered that Remus are not contracted to look after the Glebe. Croudace are responsible for finding a contractor to cut twice a year and take away. This has fallen aside. Nigel Blackman always used to do this work.

The Clerk asked the GWP if Croudace will pay to remove the diseased Ash tree and Marc Ashton replied yes. It is good for wildlife to leave a few metres of the trunk. Cllr K Holladay asked if the tree should be fenced off? Marc Ashton replied it is up to Croudace to do this. Cllr N Holladay is in regular contact with Croudace and will follow this issue up amongst others.

The issue of the lighting around the Glebe has been resolved and a letter is being drafted to deliver to the residents.

Cllr N Holladay thanked Cllr Chambers for stepping forward as the Parish Council representative to the GWP, that had been resolved during the Full Council meeting on 30th July.

17. For the Clerk to work with the Glebe Working Party:

Paul Burlingham wished to add a note of thanks to Cllr N Holladay & Cllr Manuel for their perseverance on getting the correct lighting bollards installed on the site.

The GWP would like to work with the Clerk to request indicative figures on accessibility work around the site. Paul explained briefly the work that is needed on obtaining quotes for regarding gate access, new seats, new paths etc. as well as access to the important archaeology on the site.

The Clerk asked who is paying for the work; the GWP replied that it will be funded by the Heritage Lottery Fund, but parts would be asked for match funding. Only £40,000 maximum available for whole project.

A discussion was had about the use of wood to install the gates and access points; looking at tanalised soft wood and oak. Cllr Chambers gave a word of warning that a new gate the Parish Council installed at the Cemetery was stolen.

The Clerk asked about the deadline the GWP are working towards and the possibility of meeting on site at the end of August to look at the site and work needed. ACTION: Clerk to arrange this site meeting with the GWP.

RESOLVED: That the Clerk work with the GWP to obtain quotes for access gates from September onwards, as proposed by Cllr N Holladay, seconded by Cllr Chambers and carried.

18. Informal parking arrangements between School Road and the Glebe:

The Clerk had circulated a copy of the original S106 boundary map that clearly showed that area of land WILL become Parish Council land. Cllr Burt informed those present that he has spoken to the resident already through other means and the resident wants to work with the Parish, and is willing to remove her vehicles.



Wickham and Knowle Parish Council

The GWP have a potential design for access at the gate. There will be no need for a disabled parking space, the gate will need to be placed far enough back for a tractor to swing in and then unlock to access the Glebe site.

RESOLVED: to authorise the Clerk to work with GWP and seek legal advice for granting permission to the Council tenants in a formalised agreement, as proposed by Cllr N Holloaday, seconded by Cllr Chambers and carried.

The 2 members of the GWP left the meeting at 7:45pm and the agenda returned to number order.

Knowle

7. Tree survey at Knowle Village green:

Since circulating the quote for the tree survey to the Committee, WCC had contacted the Architects responsible for the KVH extension requesting amended parking plans and a tree protection plan. The arboriculturist provided a quote over email in time for the meeting. If the re-submitted documents are not given to WCC by 10th September, the Council will need to pay for the planning submission a second time. In light of this financial risk, it was decided to accept this two-part quote, along with accepting the cost of a topographical survey and additional architect's fees for the re-submission work.

RESOLVED: to accept the quote from Arbor-Eco Consultancy of £700 for a visual tree assessment of Knowle Village Green and £550 for a tree protection plan and method statement, as proposed by Cllr N Holladay, seconded by Cllr Rappé and carried. The funding for the tree survey will be taken from the tree work nominal, all other costs to be funded from the Knowle Village Hall earmarked reserve.

8. Tree work to Knowle Village Green:

3 quotes were sought for work to the 22 trees bordering the edge of KV Green and Knowle Avenue, as the branches are all growing into the highway.

Quote 1 - £4,875

Quote 2 - £1,250

Quote 3 - £1,700

RESOLVED: to accept quote 2 from JN Tree Care Ltd for tree work to KV Green, as proposed by Cllr Rappé, seconded by Cllr Manuel and carried.

9. Victoria Mews play area fencing repairs:

A quote from Siam Landscapes for repairs to the damaged fencing at Victoria Mews was circulated with the meeting papers.

RESOLVED: To accept a quote of £500 + VAT for fencing repairs, as proposed by Cllr Phillips-Lee, seconded by Cllr Chambers and carried.



Wickham and Knowle Parish Council

Knowle Village Hall

11. Increased pricing delay request from the Flyers:

The Committee resolved to increase hiring prices for all KVH regular hirers from 1st October. The Flyers group had requested to delay introduction of the increased charge by a full year.

RESOLVED: To deny this request with all regular hirers' increased hiring charges implemented on 1st October, as proposed by Cllr K Holladay, seconded by Cllr Phillips-Lee and carried. **ACTION:** Clerk to inform Flyers of the Committee's decision.

12. Request for mobile pizza van to return to KVH and review hiring charges

The Clerk discussed the request for the pizza van to return for August and September with the Committee. The Committee was concerned that if this was the same pizza van as previous years, there had been many problems and the Council would not want the same vendor to return.

RESOLVED: To deny the request for a mobile pizza van to return to KVH for August and September 2024, and request they submit their business plan and request much earlier in 2025 to return in Summer 2025, as proposed by Cllr N Holladay, seconded by Cllr Phillips-Lee and carried. **ACTION:** Business Manager to turn down the request.

Wickham

13. To consider 3 quotes for safety surfacing replacement underneath Titan Swing

The safety surfacing is appearing as a hazard on the play inspection report for the Wickham Recreation Ground play area. However, the piece of equipment was installed in an area that impacts the football matches played on the ground. There is a reasonable chance that these pieces of equipment could be moved elsewhere in the Parish to make it safer to play football on the Recreation Ground, and the Committee felt it was therefore not wise to spend money replacing safety surfacing in this instance.

RESOLVED: to not replace the safety surfacing underneath the Titan Swing on the Recreation Ground, and ask the Grounds Contractor to make the surface as safe as possible within current conditions, as proposed by Cllr N Holladay, seconded by Cllr Burt and carried.

14. To consider a request to sponsor Wickham Cricket Club:

RESOLVED: to follow up the sponsorship in time for the 2025 season, as proposed by Cllr N Holladay, seconded by Cllr Rappé and carried.

In light of the connection between agenda items 10, 15, and 21, the Chair decided that these items would be discussed together.

10. Hants FA Pitch Inspection for Knowle and agree action plan:

15. Lysander Meadow drainage project and action plan for Hants FA Pitch inspection for Knowle:

The drainage project for Lysander Meadow is scheduled for August which is the driest month. The Biodiversity Officer at WCC is happy with the re-drawn plans for the drainage ditch and the reduced impact on the orchids.



Wickham and Knowle Parish Council

With regards to the pitch inspections, Knowle is rated as 2/5 – poor, Wickham is rated as 3/5 – good. The Committee discussed potential future action plan and it was decided to draw up a sports pitch strategy for facilities on Knowle pitches. **RESOLVED:** for Cllr Manuel to work with Cllr N Holladay to begin working on a sports pitch strategy for Knowle pitches, and to engage Southern Ground Care for advice on what improvement work could be carried out to sports pitches in both Wickham and Knowle in advance of the 2024 football season, as proposed by Cllr N Holladay, seconded by Cllr Manuel and carried.

20. Hiring charges for Parish football and MUGA pitches:

The Business Manager had reviewed other local pitch hire fees and a comparison was included in the document pack. It was decided that the Council's fees are comparable and there is no justification to increase prices for this year.

19. To receive an update on the Mill Lane project:

Cllrs N Holladay and Manuel are meeting with Deacon Designs on 20th August in their Wickham office to see the initial concept design and will feedback to the Committee in the September meeting.

21. Recent correspondence/ reports from meetings attended of relevance to this Committee: Nothing to report.

23. **CONFIDENTIAL:** Grounds Maintenance Contract Invitation to Tender (ITT)

The Clerk had circulated the draft documents to the working party (Cllrs N Holladay, Burt and Rappé). Discussions were had regarding the option to allow the contract to be split into Wickham and Knowle or wishes for companies to tender as 1 contract only.

RESOLVED: To publish the Grounds Maintenance Contract Invitation to Tender (ITT) as 1 single Parish-wide contract, as proposed by Cllr N Holladay, seconded by Cllr K Holladay, and carried with abstention by Cllr Phillips-Lee, and Cllr Rappé and Cllr Manuel voting against. **ACTION:** Clerk to publish the ITT on the Contracts Finder website on 2nd August 2024.

Meeting Closed, 9:45pm

Signed.....

Date.....

GLEBE WORKING PARTY (GWP)

MINUTES OF THE MEETING OF 10th SEPTMBER 2024, HELD AT BLACK COTTAGE

Present:

Mark Ashton (MA)	Chair	
Paul Burlingham (PB)	Wickham Society	Secretary
Sheila Chambers (SC)	Parish Council	
Astra Hughes (AH)		
Geoff Phillpotts (GP)	Wickham History Society	

Apologies: None

1. Welcome – Sheila Chambers

- I. MA welcomed Councillor Sheila Chambers to the Glebe Working Party. Sheila's membership of the GWP was felt to be a positive step in maintaining an effective relationship with the PC.

2. MINUTES OF THE LAST MEETING

The minutes of the last meeting were accepted.

3. MATTERS ARISING FROM ACTION POINTS AND OTHER MATTERS ARISING NOT COVERED IN THE AGENDA

- I. **Draft archaeology proposals** - The use, by GP, of an agreed template to draw up a discussion document, including proposals for PC consideration regarding a lottery bid application to support archaeology on the Glebe, is work in progress.
- II. **Draft ecology proposals** - The use, by MA, of an agreed template to draw up a discussion document, including proposals for PC consideration regarding a lottery bid application to support Request PC funding for an Ecological Management Plan for biodiversity on the Glebe, is work in progress.
- III. **Draft access / accessibility proposals** - Further work has been undertaken, by PB, on a discussion document, including

proposals for PC consideration regarding a lottery bid application to support access and accessibility on the Glebe. Sophie Thorogood, the clerk to the council, has recently attended a site meeting on the Glebe with MA, GP and PB. Sophie Thorogood will carry out research regarding feasibility and procurement of gates to the three entrance points on the Glebe.

- IV. **Southern boundary** - MA has attended a site meeting regarding the Southern Boundary. The meeting was attended by a representative of Croudace and Nic Holladay, representing the P.C. A change in the southern boundary of the site has since been made. The inclusion of the heritage oaks within the Glebe was agreed, but not the proposal to move the fence to the position shown in the Landscape Plan for the development. The fence line has been changed to include the trees. However, it now winds back and forth in a rather eccentric manner. It is hoped that this will not make mowing this area of the Glebe more difficult.
- V. **Lease agreement** - MA has contacted Sophie Thorogood offering advice, support and suggestions for consideration, based on his knowledge of the site, regarding the forthcoming lease agreement.
- VI. **Proposed development to the East of the Croudace development** - MA has suggested at the meeting of the Recreation Committee that, if the proposed development to the east of the Glebe goes ahead, then a request be made that further open space, possibly linked to the Glebe, be included in the plan. Craig Manuel, the PC Chair, responded positively to this concept.

Other matters arising from the minutes of the last meeting not covered in the current agenda

- none

4. PARISH COUNCIL UPDATE

MA and PB reported back on their attendance at the recent PC Recreation Committee Meeting.

5. SUBMISSION, FROM THE GLEBE WORKING PARTY, TO THE W & K PARISH COUNCIL

MA presented the above document. This was discussed, amended and approved. It was agreed that it should be submitted to the Recreation Committee at its next meeting on 19th September.

PB will attend the next Recreation Committee Meeting to present the proposal and answer questions.

6. REPORT OF THE GLEBE WORKING PARTY TO THE W & K PARISH COUNCIL

GP presented the above document. This item provided an opportunity to share information regarding a range of possible suggestions for the Glebe. This gave SC background information regarding some of the work that has been undertaken by the GWP. All possible elements within the bid will need to be costed and agreed by the Bid Sub-group prior to submission to the GWP for approval. They will then be presented to the Recreation Committee of the PC. (See item 7 below.)

7. DRAFT DISCUSSION DOCUMENTS AND PROPOSALS REGARDING ARCHAEOLOGY, ECOLOGY AND ACCESS / ACCESSIBILITY ON THE GLEBE

Whilst much work has been done, the bid will not be put together until all reports, recommendations and costings have been received. This includes the ecology report from Arcadian, which had not yet arrived.

8. SOUTHERN BOUNDARY

This item was covered in minute 3.IV above.

9. LIGHTING ON THE CROUDACE DEVELOPMENT

Croudace have agreed to the lighting requested, that is bollard downlighters, fitted with 180 degree baffles to minimize light pollution on the Glebe. However, the work has yet to be completed.

10. ANY ISSUES REGARDING RECENT USE OF THE GLEBE

None

11. NEXT STEPS

MA will write to Nic Holladay regarding the need for the grass on the Glebe to be cut each March and late August / early September and the need for potentially unsafe diseased ash trees on the Glebe (including the lane linking to School Road) to be removed, before a lease agreement is signed.

12. DATE OF THE NEXT MEETING

The next meeting will take place on Wednesday 9th October, venue to be confirmed.

Submission from the Glebe Working Party to W&K Parish Council

In Wickham, the Glebe Field tracks our village history from prehistoric hunter gatherers, bronze age barrows, iron age potters, roman roads and businesses and then a Norman aisled hall, a Georgian manor house, orchards and gardens and finally the “Glebe” field. This was the home of the lord of the manor and our courts for over 800 years. Later in more modern times it has been grazed as pasture and remains at the heart of Wickham life, with the Scouts’ annual firework display and providing car parking for the church fete.

The transfer of the Glebe field to public open space provides Wickham Parish Council with the opportunity to bid for funding to bring all these elements of Wickham’s past alive, and to restore its original wildflower meadow and traditional hedgerows, improve its biodiversity and provide residents with a safe and accessible green space.

The Glebe Working Party is recommending that the Parish Council, as primary applicant, make a partnership application to the Heritage Lottery Fund to finance a 5-year programme. This would be for activities, landscape restoration and archaeological interpretation to provide long term recreational, educational and environmental benefits to our community. It is proposed that Wickham History Society, the Wickham Society, Cotswold Archaeology and Wickham Primary School are all approached to be potential partners in the bid.

We suggest that the bid consists of three elements:

Ecology – to improve the Glebe Conservation Area’s biodiversity and provide an outstanding green space for residents

Accessibility – to ensure safe access including for buggies and wheelchair users

Archaeology – to take advantage of this HCC designated Area of High Archaeological Importance to inform and educate

The bid would be compliant with Winchester City Council’s Archaeological Management Plan and with its Landscape Plan.

The Working Group is asking the Parish Council for permission to work with the Parish Clerk and Recreation Committee to put in a preliminary application to the Heritage Lottery Fund. This does not commit the PC at this stage, but will inform us as to whether a full bid stands a chance of success. The bid cannot be submitted until the PC has become the leaseholder, but we would like to begin to pull the information together now.

Mark Ashton, Chair Glebe Working Party
Friday 6th September 2024

Recreation Committee

19th September 2024

Item 7 - Clerk's Action Plan - LAST UPDATED August 2024

Subject	Action	Date for Completion	Action by	Notes
Wickham				
Mill Lane	Sports Project	Ongoing	Chair	Update on agenda. 2 meetings held with Deacon Designs to discuss concept and see changes to original design. Meeting with WCC officers on 12th September.
Pavilion	Repair/patch up toilets	Ongoing	Clerk	Deep clean completed, repairs to leaking toilet also completed
Pavilion refurbishment	Pavilion project	Ongoing	Clerk/NH	Axis Architects formalising new plans to be able to go back out to tender. On agenda
MUGA	Repairs due to vandalism	Ongoing	Clerk	New control box in place, Clubspark account active, teething issues with software on Agenda. MUGA currently closed to non-club bookings - on agenda to be discussed
Recreation Ground Football project	Pitch Power work for FA Grant	Ongoing	Clerk	On Agenda
Wickham Community Centre play area	safety surfacing cracks	Ongoing	Siam	Repair work approved
Glebe	Working with the GWP for indicative costings and resolving School Lane	Ongoing	Clerk	Initial contact made with Hampshire Legal Services regarding School Lane access issues. To begin working on costings for other items
Knowle				
Skate park	To extend skate park apron	31st August 2024	Clerk	Work completed. Work to be checked and approved by Cllrs upon receipt of the invoice
Barbastelle Walk play area	To replace equipment	Ongoing	Clerk	Planning application for tower unit submitted in August and currently with WCC Planning Department. PO cannot be raised and manufacture started until permission has been
Fencing issue Victoria Mews play area	Fencing repairs needed	30th September 2024	Siam	To be completed in September
Tree work - Knowle Village Green	22 trees need crown lifting to 5.3m above highway	30th September 2024	Clerk	Work completed 5th September 2024
TPO Tree survey	Trees surrounding village green on TPO need a new survey	Ongoing	Clerk	On Agenda
Knowle football pitches	Pitch Power work for FA Grant	Ongoing	Clerk	On Agenda
KVH extra car park bollard	Install 1 more lighting bollard near hedge row/bins	Ongoing	Clerk/BM	On Agenda
Hall	Extension	Ongoing	CM	Planning application now live. WCC queried car park extension and requested tree protection plan. All documents re-submitted on 9th September. Now awaiting further updates
ALL				
WCC Sports Consultation	Site visit with external company & consultation response	31st October	Clerk/NH/CM	Consultation response on Agenda. Site visits 2nd October
Grounds Maintenance Tender	To re tender contract	31st December	Clerk	Closes 17th October. 23 companies requested ITT documents so far plus 2 current
Signs	Replace all signs with new contacts	Ongoing	Clerk/BM	Awaiting action

Recreation Committee

19th September 2024

Item 8 - Business Manager's Action Plan - LAST UPDATED September 2024

Subject	Action	Date for	Action	Notes
Knowle				
Edge software	New booking system	16/08/24	Clerk/BM	Online training complete, ready to go live
Edge software	Invoicing through	30/08/24	BM	Process was easy and accurate.
Clubspark	MUGA online booking system	16/09/24	Clerk/BM	All bookings from Sept-April entered into new system
CCTV	New signage around hall stating CCTV in use	04/09/24	Clerk/BM	Legally have to have signage.
Main refuse bin	Changed to emptying from fortnightly to weekly	04/09/24	Clerk/BM	The bin is becoming full from cafe waste.
Cafe	Slowly and steadily building up trade	On going	Clerk/BM	Encouraging to advertise more
Hall and Pavillion Safety folder	Keeping the safety folder up to date	19/09/24	Clerk/BM	Annual safety checks complete on hall and pavilion. Fire risk assessment on hall carried out.
Legionnaires training	Training booked to gain knowledge &	29/10/24	BM	Online training.
Defibrillator	Checked our three defibs are up to date	13/09/24	BM	Location added. Pads checked, new ones ordered as due to expire, location added.
Pilates	Pilates, new regular class	12/09/24	BM	Thursday daytime class for the more mature participant
Pizza Van	Urban slice pizza van to	Ongoing	BM	Start date: TBC
KRA container storage	Container being cleared, used for KRA storage	31/10/24	BM/Clerk	This will free up storage room in the hall
Cleaning of gutters and	All pipework and fascias being cleaned	31/10/24	Bm/Clerk	Mark Hilton, our regular window cleaner to carry out
Wickham				
Youth club	6 week pilot complete	03/09/24	BM	Volunteering complete. Update on agenda.
Pavillion	Gas safety checks	12/09/24	BM/Clerk	Annual safety checks
Events				
Cyber awareness evening	Informative evening about cyber safety	16/10/24	BM	Community engagement officer, Tobey invited.
Bingo	Third event	13/09/24	BM	Makes great profit with large attendance
Halloween family event	Pumpkin carving and crafts	31/10/24	BM	Ticketed event.

Recreation Committee meeting
19th September 2024
Item 8 - Business Manager's Action Plan - Income update

	August '24	September '24	October '24	November '24	December '24	January '25	February '25	March '25
KVH hirings	837.75							
Café	511.99							
Grass Pitches	400.00							
MUGA	-							
Total Income	1,749.74							

Recreation Committee meeting – 19th September 2024

Agenda Item 9 -

To receive the tree survey at Knowle Village Green

The tree survey was carried out on 29th August 2024 and the report is attached on the following pages.

The summary: 10 of the 18 TPO trees need work, 8 non-TPO trees along the middle of the 2 parts of the green need work, and 6 trees within the 22 that were cut as part of the previously approved work carried out on 5th September. Of these 6 trees, 5 of the trees with recommended work was carried out (banding the ivy), 1 tree needs to be removed as it is diseased and can be replaced with a similar specimen.

1 tree surgeon has already visited the site and is preparing a quote for the tree work. The Clerk will request a quote from another 2 tree surgeons and the quotes will be brought back to the Recreation Committee meeting on 24th October for approval.



**VISUAL TREE ASSESSMENT REPORT
(VTA)**

At:

**KNOWLE VILLAGE HALL & RECREATION GROUND,
KNOWLE AVENUE,
KNOWLE,
FAREHAM,
HAMPSHIRE**

For:

CLERK & RFO TO WICKHAM & KNOWLE PARISH COUNCIL

This report was compiled by
Marco Bartolini
Arboricultural Consultant TechArborA (TE02501), PTI, FdScWM, Dip Mgmt



This report is the responsibility of Arbor-Eco Consultancy
It should be noted that whilst every effort is made to meet the client's brief,
no site investigation can ensure complete assessment
or prediction of the natural environment.

Report Number: MB240705

September 2024

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1. INTRODUCTION

1.1 Project Brief

Arbor-Eco Consultancy was commissioned by the Clerk & RFO to Wickham & Knowle Parish Council, to undertake a ground level Visual Tree Assessment (VTA) and assess the health and safety condition of trees growing on land, as directed by the client, at Knowle Village Hall and Recreation Ground, Knowle within the administrative boundary of Winchester City Council in the county of Hampshire.

The purpose of the report was primarily to determine the condition and health and safety of the trees at this site to further inform management recommendations. The recommendations, once fulfilled, will discharge the responsibilities of the Occupiers Liabilities' Act.

The locations of the trees were growing predominantly to the periphery of the site. The location of the trees surveyed are shown on Drawing Number MB240705-01 in Section 8.

1.2 Site Description

The site is located towards the eastern fringes of a residential setting of Knowle. The site is directly north of Knowle Avenue where the main access to the Village Hall is located. The Village Hall is centred at Ordnance Survey Grid Reference SU 56225 09558.

The site is dominated by the multi-use Village Hall building, sections of hard surfacing (utilised for sport activities and parking) along with a skateboard park. The site is bound to the north by Ravenswood House and properties off Greater Horseshoe Way, minor road. The eastern boundary was delineated a public footpath, beyond which was car parking for Ravenswood House property off Knowle Road, minor road. To the south the boundary abutted part of Knowle Road and predominantly Knowle Avenue, minor road. The western boundary was demarcated by Knowle Road, minor road.

The topography of the site is such that the ground is generally flat to provide useable space sporting events.

1.3 Limitations and Constraints

The action of pedestrian traffic walking over the roots of trees and compacting the ground may have a longer-term impact as the roots require oxygen, nutrients and water to survive. The air pockets are squeezed out of the soil and this will encourage water run-off in favour of soaking the water. Planting additional trees, aerating the soil, adding mulch rings around the trees will all combat the effects of extreme weather events.

The unpredictability of the trees reactions to these vectors is becoming increasingly apparent. Drought can cause reactions in a tree that include branch drop or early wilt or even sudden death.

Trees growing amongst dense understorey or with suckering epicormic growth were impassable in places which made the survey very difficult or impossible. This led to a number of surveys of trees being carried out at a distance using binoculars where possible.

In addition, once beneath the understorey, visual inspection of the stems and the canopy became impaired due to branch and stem congestion. It must be remembered that due to the difficulty in visibly seeing all of the tree means that some defects may have been obscured.

2. ARBORICULTURAL SURVEY

2.1 Methodology

A tree survey conducted by a suitably qualified arboricultural consultant will ensure that there will be an accountable process, available for scrutiny that would satisfy the courts that reasonable and practicable measures have been taken to reduce the risk of injury to person or property.

To determine the status of the trees within the site a full ground level visual tree assessment survey has been undertaken, assessing the species and status of the trees as directed by the client. This survey has been carried out in accordance with the guidance from the National Tree Safety Group – Common Sense Risk Management of Trees (2011).

Each tree was visually assessed and a schedule prepared listing tree number, species, stem diameter at 1.5 m above ground level, tree height, crown spread (within a range), and age class. Any specific observations or recommendations with regard to management were also noted. All these observations and measurements are summarised in Table 4.1. Each tree was given a unique number on a corrosive resistant metal disc and fixed to the stem and cross-referenced within the report.

This survey provided an inventory of trees in order that future inspections can be conducted using the Negative Tree Survey methodology.



Plate 1: Identity disc fixed to stem.

The emphasis of the report is predominantly that of tree management and preliminary recommendations for tree works as a result of a health and safety inspection. It identifies naturally occurring defects within the tree due to inhibited growth or naturally related vectors that have caused what would otherwise be a tree of good form and vitality as guided by current best practice. The survey also considered managed artificial structures. The inspection was carried out with use of binoculars where necessary.

No climbing inspection was conducted. No analysis of soil samples was undertaken and the condition of trees' root system was only investigated by way of a surface visual inspection, light excavation around the buttress and assessment of the trees' overall vitality. Acoustic resonance impact testing utilising a Thor 710 nylon hammer was used, in conjunction with a metal probe, to determine the presence, depth and extent of decay found at the surface of the bark.

2.2 Weather Conditions

The survey was completed on the 29th August 2024 by Marco Bartolini, Arboricultural Consultant. The weather conditions at the time of the survey are shown in Table 2.1.

Conditions	Result
Temperature (C)	21
Cloud Cover (%)	10
Precipitation (%)	0
Wind Speed	F2

Table 2.1: Weather Conditions at Time of Survey

2.3 Dimensions and Risk

The trees were inspected from ground level and no other equipment has been used to determine the health and safety of the tree other than knowledge, experience and training. Measurements are recorded in accordance with National Housing Federation DBH Banding.

2.3.1 The tree stem circumference was measured at 1.5 m above ground level. If the stem was obscured then the following range of diameter was used to estimate the size;

<150	less than 150 mm
150-300	between these two measurements
300-450	between these two measurements
450-600	between these two measurements
600-1000	between these two measurements
1000+	greater than 1000 mm

2.3.2 Crown spread was measured across the complete face of the crown at each of the four cardinal points and averaged.

2.3.3 Works required to be carried out are weighted in monthly timescales.

2.3.4 Trees are 'aged' through periods of their anticipated life subject to location, soil structure and other external influences compared to that of an open grown tree in ideal conditions for that species;

Y: Young = tree within first third of average life expectancy

EM: Early Mature = tree within second third of average life expectancy

M: Mature = tree within final third of average life expectancy

OM: Over mature = tree beyond average life expectancy

V: Veteran status (in decline and a historically or culturally valuable tree)

D: Dead

2.4 Risk Zones

The Location of a tree should be categorised as High (Red), Medium (Orange), Low (Green) and be dependent on the accessibility to the general public and on-site frequency of use. If client has not provided risk zones maps specific to each site, then categorisation is based solely on the Arboriculturist/Surveyor's discretion from observations gained during the site visit only. Guidelines for this subject come from Common Sense Risk Management of Trees - National Tree Safety Group (NTSG). Due consideration will be given to the principles set out below:

- Public impact - Numbers of public using site
- Site usage - Location of roads, footpaths, buildings
- Business Risk - Risk of damage to property

Risk Zone/Hazard Class	Work Priority	Time Limits (as detailed on survey schedule)	Details
HIGH Adjacent property including gardens, parks or schools, public roads and footpaths, car parks. Buildings, infrastructure or plant. Any internal access roads or footpaths leading to buildings or infrastructure used on a regular basis	High	Immediate/Urgent Within 1- 3 months Within 3-6 months	Covers trees likely to cause an immediate nuisance, imminent failure, hanging deadwood or major deadwood in a place of high frequency use or a public space. Additionally, infrastructure, public property or a public health is a consideration. Weighted in timescales appropriate for the risk and target.
MEDIUM Open Areas such as tree groups or grassland with limited usage	Medium	Within 6 months Within 12-18 months	Covers trees within target distance of High-Risk Zone likely to cause an inconvenience such as pruning to clear buildings or phone lines. Covers trees within target distance of Medium Risk Zone likely to cause injury or damage.
LOW Woodlands or areas where there is no access and would not require any work	Low	Within 2-7 Years	Covers trees within target distance of High or Med Risk Zones with regard to tree works that are necessary to be programmed to promote the future health and well-being of tree stock, such as re-reductions whereby higher categories aren't necessary.

Table 2.2: Risk Zone Table

Due to the location of the trees to property, footpath, footway, highway, public access and properties, the following has been considered based on frequency of use for trees requiring remedial work;

- Adjacent to public property, public access and access roads; HIGH-RISK zone.
- Internal linear group of trees, or fields; MEDIUM RISK to LOW-RISK zone.

3. STATUTORY LEGISLATION AND GUIDANCE

3.1 Protected Trees

Examination of Winchester City Council (2024) Tree Preservation Order interactive website (<https://winch.maps.arcgis.com/apps/>), accessed on 30th August 2024, indicated that at the time of the survey, the trees surveyed are the subject of a Tree Preservation Order.

Tree Preservation Order WCC 00782-2003-TPO applies. However, the full Order was not available at the time of the survey and therefore a request to the local authority for the Order should be sought prior to any work being carried out.

The Town and Country Planning (Tree Preservation) (England) Regulations 2012, Part 4 – Applications for Consent under Tree Preservation Orders states that an application for consent to the cutting down, topping, lopping or uprooting of any tree in respect of which an order is for the time being in force shall be made in writing to the authority on a form published by the Secretary of State for the purpose of proceedings under these Regulations.

Until such time as the application has been granted no works must be undertaken on the trees identified as being subject to TPOs that contravene the order. Works include pruning, topping, lopping, uprooting or wilfully damaging these trees. Any proposed pruning works will need to be fully specified and agreed within any planning application. If works are subsequently identified and not included within the original planning application, a separate TPO application will be required to be submitted to the Local Authority for permission to undertake any works (approximately an 8-week process).

Apart from limited exceptions, permission must be sought from the local planning authority by submitting a standard application form. The form is available from the Local Authority Planning Portal. It is important that the information on the form makes clear what the proposed work is and provides adequate information to support the case.

Further examination of Winchester City Council (2024) Tree Preservation Order interactive website (<https://winch.maps.arcgis.com/apps/>), accessed on 30th August 2024, indicated that at the time of the survey none of the trees are situated within a Conservation Area.

3.2 Legislation

The tree health and safety audit has been carried out with consideration to the following guidelines and current legislation;

- *Occupiers' Liability Act 1957 & 1984*
- *Management of Health and Safety at Work Regulations 1999 and the associated ACoP (guidance is contained in HSG 65 Successful health and safety management and INDG 163 Five steps to risk assessment)*
- *HSE's "Reducing Risks Protecting People" 2001*
- *National Tree Safety Group - Common sense risk management of trees 2011*
- *The Health & Safety Executive (HSE) (decision –making framework, known as the Tolerability of Risk (ToR) framework)*
- *Section 41(1) of the Highways act 1980, a duty "to maintain the highways"*
- *Section 154 (2) of the Highways Act 1980*
- *National Planning Policy Framework, Trees and Forestry Commission, Crown or local authority land, churchyards, aerodromes and scheduled monuments, Government Planning Practice Guidance.*

3.3 Protected Species

Bats: A bat survey must be performed on the relevant roost potential prior to demolition. If bats are found to be present, a Natural England licence will be required prior to demolition. Bats and the places they use for shelter or protection (i.e., roosts) receive European protection under The Conservation of Habitats and Species Regulations 2017, as amended. They receive further legal protection under the Wildlife and Countryside Act (WCA) 1981, as amended. This protection means that bats, and the places they use for shelter or protection, are capable of being a material consideration in the planning process. As bats re-use the same roosts (breeding site or resting place) after periods of vacancy, legal opinion is that roosts are protected whether or not bats are present. The Natural Environment and Rural Communities (NERC) Act 2006 places a duty on public bodies to have regard for the conservation of biodiversity and maintains lists of species and habitats which are of principal importance for the purposes of conserving biodiversity in England and Wales. A number of bat species are listed on Section 41 (England) and Section 42 (Wales) of the NERC Act 2006.

Nesting Birds: The removal of relevant features must be undertaken outside of the bird nesting season (this generally extends between March and August but is weather dependent). If this is not possible the area concerned should be checked immediately prior to removal by a suitably qualified ecologist. Nesting and nest building birds are protected under the Wildlife and Countryside Act WCA 1981 (as amended). Some species (listed in Schedule 1 of the WCA) are protected by special penalties.

3.3 Common Law

There are a number of trees overhanging the curtilage of the site and in particular trees growing within third party land. It is the landowner's responsibility to manage the overhanging vegetation unless a safety issue arises.

The following relates to common laws regarding trees only;

Under common law, a person may cut back any branch (or root) from a neighbour's tree that overhangs or encroaches onto their property. In cutting back any overhanging branches (or encroaching roots) the following must be observed:

- The person must not trespass onto the land on which the trees are growing.
- Branches or roots must not be cut back beyond the boundary in anticipation of them overhanging.
- Any branches, fruit or roots that are removed must be carefully returned to the tree owner unless they agree otherwise.
- All work must be carried out carefully. For example, avoid damaging property or carrying out work that would leave the tree unsafe or dangerous to avoid any complaint from the tree owner.
- The person must not alter the height of trees or hedges on neighbouring land. While not required under common law, it would be courteous to notify the tree owner of your intentions to help allay any misunderstanding.
- Common law rights are intended to allow the person to carry out the minimum amount of work.
- If extensive works are carried out and in so doing make the tree unsafe, the tree owner may have a case for criminal damage. The person should be especially careful if pruning roots. Obtain qualified arboricultural advice before carrying out any such work. If the tree owner agrees to works that are in addition to your common law rights, or if they give permission to enter their land to undertake the work, it would be prudent to obtain their written consent. If the trees in question are subject to a tree preservation order or are growing in a conservation area then an application (in the case of tree preservation orders) or 'Notice of Intent' (in the case of trees growing in a conservation area) may be required and the following points will apply.
 - The person intending to submit an application or notice must inform the owner of the land on which the trees are growing that an application or notice is to be made.
 - The granting of consent in the case of a tree preservation order or the raising of no objection

in the case of trees in a conservation area means that the tree work applied for is acceptable in arboricultural and planning terms only. It does not give the person submitting the application or notice an automatic legal right to carry out the work. The question of ownership is a civil rather than a planning issue and the landowner's permission must be obtained in addition to any planning approval.

3.4 Occupiers' Liabilities Act 1957 and 1984

An occupier of premises owes the same duty, the "common duty of care", to all his visitors whether by invite or otherwise. The common duty of care is a duty to take such care as in all the circumstances of the case is reasonable to see that the 'visitor' will be reasonably safe in using the premises for the purposes for which he is invited or permitted by the occupier to be there or for purposes other than that which they have been invited (trespassers).

4. TREE STOCK ASSESSMENT

4.1 Tree Condition

All of the trees, have been inspected in accordance with National Tree Safety Group Guidelines (2011).

4.1.1 It must be noted that all of the trees are subject to compacted rooting areas as all of the trees were within the boundary of a communal recreation ground and adjacent to a public highway. In addition, equipment, vehicles and pedestrian traffic would have passed across the rooting zone of a number of the trees to carry out planting, maintenance, manage the trees and maintain the land. Erosion from pedestrian traffic and weather has exposed many of the roots especially those growing adjacent to Knowle Avenue, minor road.

4.1.2 A number of trees were observed to be growing adjacent to the highway and footway. Trees and vegetation that overhang the highway should be crown-lifted to at least 5.2 m to allow safe passage of high sided vehicles as well as being cut back sufficiently from the edge of the carriageway to allow clearance for wing mirrors. Trees and vegetation that overhang footways and footpaths should be crown-lifted to at least 2.5 m and cut back to ensure the footpath/way is at least 1.2 m in width. This is to allow safe passage for all footpath/way users including wheelchairs, mobility scooters, etc.

These heights have been selected as an acceptable standard and any vegetation below this may be deemed to be an obstruction. Local Authorities may enforce Section 154 of the Highways Act (1980) which allows a local authority to serve notice upon the owner of the trees/vegetation informing them that they need to clear any obstructions safely.

Across the site, a number of trees were observed to have low hanging branches where vehicles will interfere with the tree. See Plate 2. Internally to the site, these trees should be crown lifted to the heights stated above.



Plate 2: Low hanging branches over Knowle Avenue.

4.1.3 The Horse Chestnut tree, tag number 364, has damage to the buttress roots and this is attributable to the pedestrian traffic that shortcuts across the grass to the village hall rather than using designated footpaths. It would be helpful to the trees' health if the fence was connected and the pedestrians made to use the footpaths. See Plate 3.



Plate 3: Compaction and root damage.

4.1.4 The epicormic growth (suckers) around the base of the Lime trees restricted access to survey and it is recommended that they be removed to facilitate future inspections.



Plate 4: Epicormic growth around base of a Lime tree.

4.1.5 A number of the trees were recorded to have had ivy (*Hedera helix*) growing on the stem and in the crown. The wildlife benefits of ivy out-weigh its' removal however, where trees are growing in close proximity to a hazard (footpath, campsite or building for example) it is advisable to maintain a clear stem for survey and inspection access. Ivy does not directly harm a tree as it uses the tree stem to gain height in order to maximise photosynthetic opportunity. Once growing within a crown of a tree it can shade out the parent tree leaves causing dieback. In addition to this, the ivy creates an additional sail that catches the wind and the weight of this is not compensated for by the tree and it can cause branch failure. Ivy is a relatively simple plant to eradicate on tree. It can be done cutting a ring from the stem of the ivy plant leaving a gap between broken or cut parts of about 100 mm. These ivy rings will prevent water and nutrients from reaching the leaves and the leaves and stems will eventually fall from the tree from where they were attached. It is recommended that the mature trees are free from ivy to facilitate future inspections.



Plate 4: Tree shrouded due to ivy.

4.1.6 Extreme Weather Events

The confirmed heatwave and drought of 2018 combined with the hottest year on record for the month of July in 2019 and 2022, has meant that the ground has been baked, water has evaporated and the water table lowered. This has meant that many trees have been left with little or no water to survive through (at least) three growing years. Tropical nights in 2020 and 2022 added to an already water starved ground. A record number of frosts over the month of April, 2021, killed emerging buds and reduced the photosynthetic opportunity to many trees and plants. In addition, the early on-set of spring 2019 and 2021 meant that trees were already rooted in warm soils with little water. The hottest year on record was also announced for 2022. A number of heatwaves for 2023 have been confirmed. In recent times, from Sep 2023 to Aug 2024, ten (10) named storms have passed over the UK causing extensive damage to trees and infrastructure as well as mass flooding events.

When rain has fallen, the ground is so hard that the water cannot percolate to lower depths, or even soak the upper soil levels, but has run-off towards rivers, land-drains and water courses that collect the rain-water. Shallow rooted trees such as Silver Birch (*Betula pendula*), Scots Pine (*Pinus Sylvestris*) and Ornamental Cherry (*Prunus* spp.) have suffered from wilt and consequently been unable to recover meaning that within two years the trees have been killed by lack of water. This is a common theme throughout the areas surveyed in the south of UK and according to Kew Gardens, the effects will be felt for the following 10 years.

4.1.7 Tree number 144 is showing signs of being infected with Honey Fungus or has Bleeding Canker. This tree should be inspected annually for decline and the remediation would be to fell the tree and replace it.

Horse chestnut bleeding canker is a bacterial pathogen.

The bacteria multiply within the water transport systems of the tree just under the bark, eventually blocking them. This causes the tree to die because it can no longer take up water.

The severity of infection can vary tree to tree. Some can withstand years of infection while others can die within a few years.

The most prevalent of the parasitic fungi that also happens to be noticeably saprophytic is Honey Fungus (*Armillaria mellea*).

Saprophytic fungi live on dead organic matter. This group of fungi will usually only take advantage of dieback caused by a separate factor, e.g. drought, rather than being the cause of decline themselves. While their role in the woodland ecosystem is every bit as important as that of the symbiotic, they are not so good to see on amenity trees. They may not kill trees but can ultimately cause mechanical failure.

Parasitic fungi live off or at the expense of their live host plant, often resulting in the demise of this host. In general, these fungi will only target already unhealthy or stressed plants. Not considered to be a negative approach in the woodland ecosystem as it makes way for regeneration, but not good for amenity trees.



4.1.8 Environmental Benefits of Trees

It is worthwhile noting that the trees can intercept many of the hostile elements humans and animals need shelter from. Trees provide shading and offer significant humidity regulation and a cooling effect felt at ground level. All trees will consume a considerable amount of ground water that will regulate the local hydrology and may assist with the removal of local flooding issues. A mature tree will consume tens of thousands of litres of water during a year. A group of trees can provide an element of acoustic dampening

effect at ground level and growing next to a road many tree species have been linked with the sequestration of impurities from the atmosphere. Finally, the trees will provide some shelter from prevailing winds and inclement weather. Therefore, it can be seen that the trees will benefit, rather than hinder, the landscape in which they are growing.

4.1.9 It is widely accepted by arboriculturists and arborists that the deadwood within the crown of an Oak tree can remain intact for many years, slowly decaying and not causing a nuisance. Naturally, there are such species with the same trait such as many conifers and other hardwoods such as Beech trees. However, due to the location of the site being exposed to the elements, this deadwood will be more prone to being blown from the canopy rather than naturally decaying and rotting down. It is therefore recommended that where deadwood has *accumulated in large quantities* and overhangs a place of general public access, such as dedicated footpaths, an outdoor classroom or access roads, then it should be conservation pruned.

Conservation pruning is a method of pruning leaving a long and supported stub attached to the stem of the tree. Deadwood habitat is vitally important for detritivores, woodpeckers and other foraging animals. Bats will take up residence in the smallest of cracks in the bark plate of a tree. Retaining monolith trees in favour of felling is also advised.

4.1.10 Sudden Branch Drop

During the inspection it was observed that a number of trees had shed their branches. These ranged from small twigs to a significant branch. Cladogenesis is a process in which trees shed their branches or “self-prune” as part of their normal physiology or in response to stress through the formation of an abscission layer at the branch base. Sources of stress which may contribute to this shedding include drought, soil and root compaction, or presence of disease. In the case of certain tree species, however, none of these factors need be present in order for Cladogenesis to occur. For some tree species, including larch, pine, poplar, willow, maple, walnut, ash and oak trees the shedding of branches is normal, often occurring annually in the autumn, similar to the shedding of leaves from deciduous trees. Additionally, as trees get older, the number of branches which will be “self-pruned” often increases.

Research aimed at gaining an understanding of the advantage to the tree that this process would offer has yielded a wide range of results which suggest that it depends greatly upon the tree species. There is evidence that cladogenesis may occur due to a need to remove less vigorous foliage or foliage which is disadvantaged in its resource availability, and these issues are likely more prominent in mature, older trees and in trees under stress. In other cases, cladogenesis may have a reproductive benefit or promote a more advantageous growth habit.

4.1.11 Hard surfacing, underground services and artificial structures that impede root growth will prevent the tree from achieving its mature height if compared to a tree grown in an open field for example. Where there is hard surfacing then this produces a heat map that exceeds ‘normal’ air temperature and can affect growth and leaf production. Trees can adapt to the hostile environment that we place them within. Selection of suitable species tolerant of an urban environment should be considered when replacement becomes necessary around these hostile sections of the site.

Stressed trees were evident from the compaction of the ground to the artificial structures placed around them along with pedestrian traffic access.

4.1.12 It is common practice, and recommended, that trees are not reduced to ground level where the aesthetics of a site are not impaired but are retained as standing biomasses of decaying wood. The environmental benefits outweigh complete removal as they become habitats for detritivores, bats, small mammals and birds. The meadows are such an environment where high monoliths can be retained.

4.2 Tree Survey Results

Tree species recorded during the survey are listed in Table 4.1 below.

Wickham & Knowle Parish Council
Knowle Village Hall
Knowle Avenue
Knowle
Hampshire
PO17 5GR



Arbor-Eco Consultancy
Daisy Lane
Locks Heath
Hampshire
SO31 6RA
Mobile: 07542093882
arborecoconsultancy@gmail.com

General Tree Assessment (Detailed)

Tree ID: 41		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 145 TPO: No				Assessor: Marco Bartolini Date: 29-Aug-24	
						Tree Comment: Survey Comment: No visible significant defects.					
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	6 m	4 m	1	280 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch			Leaf/Bud		
	Soil compaction Competition from growth			Old pruning wounds		Epicormic growths Stubs			Normal		
Work											

Tree ID: 42		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 146 TPO: No				Assessor: Marco Bartolini Date: 29-Aug-24	
						Tree Comment: Survey Comment: No visible significant defects.					
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	6 m	4 m	1	250 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch			Leaf/Bud		
	Soil compaction Competition from growth			Old pruning wounds		Epicormic growths Stubs			Normal		
Work											

General Tree Assessment (Detailed)

Tree ID: 45		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 149 TPO: No			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment:												
Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		7 m	4 m	1	330 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch			Leaf/Bud		
		Soil compaction Competition from growth			Old pruning wounds		Epicormic growths Stubs			Normal Insect / caterpillar attack		
Work												

Tree ID: 1	Pin Oak <i>Quercus palustris</i>					Tag: 130 TPO: No			Assessor: Marco Bartolini Date: 29-Aug-24		
	Tree Comment:										
	Survey Comment: No visible significant defects										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	5 m	2 m	1	100 mm	Young	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem			Branch			Leaf/Bud	
	No visual defects			No visual defect			No visual defects			Normal	
Work	Category			Action			Priority			Done	
	No action			Unspecified						No	

Tree ID: 5	Common Horse Chestnut <i>Aesculus hippocastanum</i>					Tag: 353 TPO: 00782-2006			Assessor: Marco Bartolini Date: 29-Aug-24		
	Tree Comment:										
	Survey Comment: No visible significant defects. Leaf minor prevalent.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	16 m	5 m	1	600 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch			Leaf/Bud		
	Soil compaction Competition from growth			Epicormic growths Stubs Bifurcated		Epicormic growths Stubs			Normal Insect / caterpillar attack		
Work	Category			Action			Priority			Done	
	No action			Unspecified						No	

General Tree Assessment (Detailed)

Tree ID: 8

Common Horse Chestnut
Aesculus hippocastanum

Tag: 366

TPO: 00782-2009

Assessor: Marco Bartolini

Date: 29-Aug-24

Tree Comment:

Survey Comment: No visible significant defects.

Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	23 m	7 m	1	850 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root		Stem		Branch		Leaf/Bud				
	Soil compaction Competition from growth		Old pruning wounds Cavities Epicormic growths Stubs		Old pruning wounds Cavities Epicormic growths Stubs		Normal				
Work	Category		Action		Priority		Done				
	No action		Unspecified				No				

Tree ID: 10

Small-Leafed Lime
Tilia cordata

Tag: 358

TPO: 00782-2011

Assessor: Marco Bartolini

Date: 29-Aug-24

Tree Comment:

Survey Comment: No visible significant defects.

Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	12 m	5 m	1	300 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root		Stem		Branch		Leaf/Bud				
	Soil compaction Competition from growth		No visual defect		Low hanging branches		Normal				
Work	Category		Action		Priority		Done				
	No action		Unspecified				No				

General Tree Assessment (Detailed)

Tree ID: 11		Sycamore <i>Acer pseudoplatanus</i>				Tag: 131 TPO: 00782-2012		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		16 m	7 m	1	470 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Old pruning wounds Stubs		Minor dead wood Old pruning wounds		Normal			
Work		Category			Action				Priority		Done	
		No action			Unspecified						No	

Tree ID: 12		Sycamore <i>Acer pseudoplatanus</i>			Tag: 360 TPO: 00782-2013			Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		15 m	8 m	1	400 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Old pruning wounds Stubs		Minor dead wood Old pruning wounds		Normal			
Work		Category			Action				Priority		Done	
		No action			Unspecified						No	

General Tree Assessment (Detailed)

Tree ID: 13		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 361 TPO: 00782-2014		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		15 m	6 m	1	350 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			No visual defect		Low hanging branches		Normal			
Work		Category			Action				Priority		Done	
		No action			Unspecified						No	

Tree ID: 15		Cappadocian Maple <i>Acer cappadocicum</i>				Tag: 132 TPO: 00782-2016			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		23 m	8 m	1	500 mm	Mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Old pruning wounds Stubs		Minor dead wood Stubs		Normal			
Work		Category			Action		Priority			Done		
		No action			Unspecified					No		

General Tree Assessment (Detailed)

Tree ID: 16		Cappadocian Maple <i>Acer cappadocicum</i>				Tag: 365 TPO: 00782-2017			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		16 m	6 m	1	300 mm	Mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem			Branch		Leaf/Bud		
		Soil compaction Competition from growth			Old pruning wounds Stubs			Minor dead wood Stubs		Normal		
Work		Category			Action			Priority			Done	
		No action			Unspecified						No	

Tree ID: 21		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 340 TPO: 00782-2022			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		14 m	4 m	1	250 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch			Leaf/Bud		
		Soil compaction Competition from growth			No visual defect		Low hanging branches			Normal		
Work		Category			Action			Priority			Done	
		No action			Unspecified						No	

General Tree Assessment (Detailed)

Tree ID: 24		Sycamore <i>Acer pseudoplatanus</i>				Tag: 343 TPO: 00782-2025				Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment:													
Survey Comment: No visible significant defects.													
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score	
		17 m	6 m	1	450 mm	Mature	No	No	N/A	29-Aug-27	Good	N/A	
Observations		Root			Stem			Branch			Leaf/Bud		
		Soil compaction Competition from growth			Stubs Ivy covered			Minor dead wood Old pruning wounds Stubs Ivy in crown			Normal		
Work		Category			Action						Priority	Done	
		No action			Unspecified							No	

Tree ID: 25		Sycamore <i>Acer pseudoplatanus</i>		Tag: 133 TPO: 00782-2026		Assessor: Marco Bartolini Date: 29-Aug-24						
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		17 m	5 m	1	380 mm	Mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Stubs Ivy covered		Minor dead wood Old pruning wounds Stubs Ivy in crown		Normal			
Work		Category			Action						Priority	Done
		No action			Unspecified							No

General Tree Assessment (Detailed)

Tree ID: 30		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 349 TPO: 00782-2031			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		23 m	7 m	1	1400 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem			Branch			Leaf/Bud	
		Soil compaction			Old pruning wounds			Minor dead wood			Normal	
		Soil erosion			Cavities			Major dead wood			Insect / caterpillar attack	
		Competition from growth			Epicormic growths			Epicormic growths				
					Stubs			Stubs				
					Minor cavities							
Work		Category			Action						Priority	Done
		No action			Unspecified							No

Tree ID: 32		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 136 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		7 m	4 m	1	250 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem			Branch		Leaf/Bud		
		Soil compaction Damage to buttress roots Competition from growth			Old pruning wounds			No visual defects		Normal Insect / caterpillar attack		
Work		Category			Action			Priority			Done	
		No action			Unspecified						No	

General Tree Assessment (Detailed)

Tree ID: 33		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 137 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment:												
Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		7 m	4 m	1	280 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root				Stem		Branch		Leaf/Bud		
		Soil compaction Damage to buttress roots Competition from growth				Old pruning wounds		No visual defects		Normal Insect / caterpillar attack		
Work		Category				Action		Priority				Done
		No action				Unspecified						No

Tree ID: 34		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 138 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment:												
Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		7 m	4 m	1	250 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch			Leaf/Bud		
		Damage to buttress roots			No visual defect		No visual defects			Normal		
Work		Category			Action			Priority			Done	
		No action			Unspecified						No	

General Tree Assessment (Detailed)

Tree ID: 43		Silver Birch <i>Betula pendula</i>		Tag: 147 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24						
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		8 m	3 m	1	150 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			No visual defect		No visual defects		Normal			
Work		Category			Action						Priority	Done
		No action			Unspecified							No

Tree ID: 44		Plum <i>Prunus Domestica</i>		Tag: 148 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24						
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		7 m	5 m	2	410 mm	Mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Epicormic growths Stubs Bifurcated Tight union		No visual defects		Normal			
Work		Category			Action		Priority		Done			
		No action			Unspecified				No			

General Tree Assessment (Detailed)

Tree ID: 46		Silver Birch <i>Betula pendula</i>				Tag: 150 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		6 m	1 m	1	150 mm	Young	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			No visual defect		No visual defects		Normal			
Work		Category			Action				Priority		Done	
		No action			Unspecified						No	

Tree ID: 47	Common Oak <i>Quercus robur</i>					Tag: 151 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24			
	Tree Comment: Survey Comment: No visible significant defects.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	4 m	1 m	1	100 mm	Young	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch		Leaf/Bud			
	Soil compaction Competition from growth			No visual defect		No visual defects		Normal			
Work	Category			Action		Priority		Done			
	No action			Unspecified				No			

General Tree Assessment (Detailed)

Tree ID: 48		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 152 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		5 m	3 m	1	200 mm	Young	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Old pruning wounds		Epicormic growths Stubs		Normal Insect / caterpillar attack			
Work		Category			Action					Priority	Done	
		No action			Unspecified						No	

Tree ID: 49		Bird Cherry <i>Prunus padus</i>				Tag: 153 TPO: No			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: Tall and etiolated due to group pressure.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		6 m	2 m	1	140 mm	Young	No	No	N/A	29-Aug-27	Fair	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Leaning		No visual defects		Normal			
Work		Category			Action		Priority			Done		
		No action			Unspecified					No		

General Tree Assessment (Detailed)

Tree ID: 50		Goat Willow <i>Salix caprea</i>				Tag: 159 TPO: No				Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment:													
Survey Comment: No visible significant defects.													
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score	
		8 m	4 m	3	290 mm	Semi-mature	No	No	N/A	29-Aug-27	Fair	N/A	
Observations		Root			Stem			Branch			Leaf/Bud		
		Soil compaction Competition from growth			Epicormic growths Stubs Trifurcated Tight union			No visual defects			Normal		
Work		Category			Action						Priority	Done	
		No action			Unspecified							No	

Tree ID: 51	Small-Leafed Lime <i>Tilia cordata</i>				Tag: 155 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
	Tree Comment:										
	Survey Comment: No visible significant defects.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	7 m	4 m	1	210 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch		Leaf/Bud			
	Soil compaction Sucker growth			No visual defect		No visual defects		Normal			
Work	Category			Action						Priority	Done
	Cable brace			Unspecified							No

General Tree Assessment (Detailed)

Tree ID: 52		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 156 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		7 m	4 m	1	240 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Sucker growth			No visual defect		No visual defects		Normal			
Work		Category			Action		Priority			Done		
		Cable brace			Unspecified					No		

Tree ID: 53		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 157 TPO: No			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: No visible significant defects.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		8 m	4 m	1	300 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction Competition from growth			Old pruning wounds		No visual defects		Normal Insect / caterpillar attack			
Work		Category			Action					Priority		Done
		No action			Unspecified							No

General Tree Assessment (Detailed)

Tree ID: 2	Common Lime <i>Tilia europaea</i>					Tag: 350 TPO: 00782-2003		Assessor: Marco Bartolini Date: 29-Aug-24			
	Tree Comment:										
	Survey Comment: Crown clean deadwood. Sever ivy to facilitate next inspection. Remove suckers at base of stem.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	28 m	6 m	1	800 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch			Leaf/Bud		
	Soil compaction			Stubs		Minor dead wood			Normal		
	Competition from growth			Ivy covered		Major dead wood					
	Sucker growth					Ivy in crown					
						Pollard					
						Tight union					
						Minor cavities					
Work	Category			Action			Priority			Done	
	Remove			Sucker Growth			By Next Insp.			No	
				Major dead wood			3 Months			No	

Tree ID: 3	Common Lime <i>Tilia europaea</i>					Tag: 351 TPO: 00782-2004		Assessor: Marco Bartolini Date: 29-Aug-24			
	Tree Comment: Survey Comment: Install brace between stems to reduce risk of failure. Remove suckers and crown clean deadwood.										
	Details	Height 24 m	Spread 6 m	Stems 1	Ø 500 mm	Maturity Mature	Bat No	Con Area No	Prev Insp N/A	Next Due 29-Aug-27	Condition Good
Observations	Root Soil compaction Competition from growth Sucker growth			Stem Cracked / induded bark Weak fork Stubs Bifurcated Tight union		Branch Minor dead wood Major dead wood Epicormic growths Stubs Tight union		Leaf/Bud Normal			
Work	Category			Action					Priority		Done
	Cable brace			Insert					6 Months		No
	Remove			Sucker Growth					By Next Insp.		No
				Major dead wood					3 Months		No

General Tree Assessment (Detailed)

Tree ID: 4	Common Lime <i>Tilia europaea</i>	Tag: 352 TPO: 00782-2005	Assessor: Marco Bartolini Date: 29-Aug-24								
Tree Comment: Survey Comment: Remove suckers at base and crown clean deadwood.											
Details	Height 28 m	Spread 8 m	Stems 1	Ø 1100 mm	Maturity Mature	Bat Yes	Con Area No	Prev Insp N/A	Next Due 29-Aug-27	Condition Good	QTRA Score N/A
Observations	Root Soil compaction Damage to buttress roots Competition from growth Sucker growth		Stem Epicormic growths Stubs Bifurcated		Branch Minor dead wood Major dead wood Epicormic growths Stubs		Leaf/Bud Normal				
Work	Category Remove		Action Sucker Growth Major dead wood		Priority By Next Insp. 3 Months		Done No No				

Tree ID: 9	Red Horse Chestnut <i>Aesculus carnea</i>	Tag: 357 TPO: 00782-2010	Assessor: Marco Bartolini Date: 29-Aug-24								
Tree Comment: Survey Comment: Remove suckers from base of tree.											
Details	Height 24 m	Spread 8 m	Stems 1	Ø 650 mm	Maturity Mature	Bat Yes	Con Area No	Prev Insp N/A	Next Due 29-Aug-27	Condition Good	QTRA Score N/A
Observations	Root Soil compaction Competition from growth Sucker growth		Stem Epicormic growths Stubs		Branch Minor dead wood Stubs		Leaf/Bud Normal Insect / caterpillar attack				
Work	Category Remove		Action Sucker Growth		Priority By Next Insp.		Done No				

General Tree Assessment (Detailed)

Tree ID: 14	Common Lime <i>Tilia europaea</i>					Tag: 362 TPO: 00782-2015		Assessor: Marco Bartolini Date: 29-Aug-24			
	Tree Comment: Survey Comment: Remove suckers at base and crown clean deadwood.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	28 m	8 m	1	900 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch			Leaf/Bud		
	Soil compaction			Epicormic growths		Minor dead wood			Normal		
	Damage to buttress roots			Stubs		Major dead wood					
	Competition from growth			Bifurcated		Epicormic growths					
	Sucker growth					Stubs					
Work	Category			Action					Priority		Done
	Remove			Sucker Growth					By Next Insp.		No
				Major dead wood					3 Months		No

Tree ID: 17	Common Lime <i>Tilia europaea</i>					Tag: 366 TPO: 00782-2018			Assessor: Marco Bartolini Date: 29-Aug-24		
	Tree Comment:										
	Survey Comment: Unable to verify health and safety due to access restrictions. Remove suckers at base and crown clean deadwood.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	32 m	8 m	1	1100 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem			Branch		Leaf/Bud		
	Soil compaction			Epicormic growths			Minor dead wood		Normal		
	Damage to buttress roots			Stubs			Major dead wood				
	Competition from growth			Ivy covered			Epicormic growths				
	Sucker growth			Bifurcated			Stubs				
Work	Category			Action					Priority		Done
	Remove			Sucker Growth					By Next Insp.		No
				Major dead wood					3 Months		No

General Tree Assessment (Detailed)

Tree ID: 22		Common Lime <i>Tilia europaea</i>				Tag: 341 TPO: 00782-2023		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment:												
Survey Comment: Remove suckers at base of stem to facilitate next inspection.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		14 m	4 m	1	280 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch			Leaf/Bud		
		Soil compaction Competition from growth Sucker growth			No visual defect		Low hanging branches			Normal		
Work		Category			Action			Priority			Done	
		Remove			Sucker Growth			By Next Insp.			No	

Tree ID: 23		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 342 TPO: 00782-2024			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: Remove suckers at base of stem to facilitate next inspection.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		17 m	6 m	1	650 mm	Mature	Yes	No	N/A	29-Aug-27	Fair	N/A
Observations		Root			Stem			Branch		Leaf/Bud		
		Soil compaction Competition from growth Sucker growth			Leaning Old pruning wounds Multi stemmed			Low hanging branches Epicormic growths Stubs		Normal		
Work		Category			Action					Priority		Done
		Remove			Sucker Growth					By Next Insp.		No

General Tree Assessment (Detailed)

Tree ID: 26		Common Lime <i>Tilia europaea</i>				Tag: 365 TPO: 00782-2027		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: Remove suckers at base and crown clean deadwood.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		24 m	6 m	1	850 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations		Root		Stem		Branch		Leaf/Bud				
		Soil compaction		Epicormic growths		Minor dead wood		Normal				
		Damage to buttress roots		Stubs		Major dead wood						
		Competition from growth		Bifurcated		Epicormic growths						
		Sucker growth				Stubs						
Work		Category		Action				Priority		Done		
		Remove		Sucker Growth				By Next Insp.		No		
				Major dead wood				3 Months		No		

Tree ID: 28		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 134 TPO: 00782-2029		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: Sever ivy to facilitate next inspection and crown clean deadwood.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		26 m	9 m	1	1400 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem			Branch			Leaf/Bud	
		Soil compaction			Old pruning wounds			Minor dead wood			Normal	
		Soil erosion			Cavities			Major dead wood				
		Damage to buttress roots			Epicormic growths			Epicormic growths				
		Competition from growth			Stubs			Stubs				
					Ivy covered							
					Minor cavities							
Work		Category			Action						Priority	Done
		Ivy			Sever only						By Next Insp.	No
		Remove			Major dead wood						3 Months	No

General Tree Assessment (Detailed)

Tree ID: 29		Common Lime <i>Tilia europaea</i>			Tag: 348 TPO: 00782-2030			Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: Crown clean deadwood. Remove suckers at base of stem. Unable to verify health and safety due to access restrictions.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		26 m	6 m	1	750 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch			Leaf/Bud		
		Soil compaction Competition from growth Sucker growth			Stubs		Minor dead wood Major dead wood Pollard Minor cavities			Normal		
Work		Category			Action			Priority			Done	
		Remove			Sucker Growth Major dead wood			By Next Insp. 3 Months			No No	

Tree ID: 31	Common Lime <i>Tilia europaea</i>					Tag: 135 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24			
	Tree Comment:										
	Survey Comment: Remove suckers at base of stem to facilitate next inspection.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	8 m	4 m	1	300 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem		Branch			Leaf/Bud		
	Damage to buttress roots Sucker growth			No visual defect		No visual defects			Normal		
Work	Category			Action			Priority			Done	
	Remove			Sucker Growth			By Next Insp.			No	

General Tree Assessment (Detailed)

Tree ID: 36		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 140 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: Sever ivy to facilitate next inspection.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		9 m	4 m	1	400 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch			Leaf/Bud		
		Soil compaction Damage to buttress roots Competition from growth			Old pruning wounds Ivy covered		Epicormic growths Stubs Ivy in crown			Normal Insect / caterpillar attack		
Work		Category			Action			Priority			Done	
		Ivy			Sever only			By Next Insp.			No	

Tree ID: 37		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 141 TPO: No				Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: Sever ivy to facilitate next inspection.													
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition		QTRA Score
		9 m	8 m	1	280 mm	Semi-mature	No	No	N/A	29-Aug-27	Good		N/A
Observations		Root			Stem			Branch			Leaf/Bud		
		Soil compaction Damage to buttress roots Competition from growth			Old pruning wounds Ivy covered			Epicormic growths Stubs Ivy in crown			Normal		
Work		Category			Action			Priority			Done		
		Ivy			Sever only			By Next Insp.			No		

General Tree Assessment (Detailed)

Tree ID: 38	Small-Leafed Lime <i>Tilia cordata</i>				Tag: 142 TPO: No				Assessor: Marco Bartolini Date: 29-Aug-24			
	Tree Comment: Survey Comment: Sever ivy to facilitate next inspection.											
	Details	Height 9 m	Spread 4 m	Stems 1	Ø 350 mm	Maturity Semi-mature	Bat No	Con Area No	Prev Insp N/A	Next Due 29-Aug-27	Condition Good	QTRA Score N/A
Observations	Root Soil compaction Damage to buttress roots Competition from growth				Stem Old pruning wounds Ivy covered		Branch Epicormic growths Stubs Ivy in crown			Leaf/Bud Normal		
Work	Category Ivy				Action Sever only				Priority By Next Insp.		Done No	

Tree ID: 39	Common Horse Chestnut <i>Aesculus hippocastanum</i>					Tag: 143 TPO: No			Assessor: Marco Bartolini Date: 29-Aug-24		
	Tree Comment: Survey Comment: Sever ivy to facilitate next inspection.										
	Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition
	6 m	4 m	1	400 mm	Semi-mature	No	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem			Branch			Leaf/Bud	
	Soil compaction Damage to buttress roots Competition from growth			Old pruning wounds Ivy covered			Epicormic growths Stubs Ivy in crown			Normal Insect / caterpillar attack	
Work	Category			Action			Priority			Done	
	Ivy			Sever only			By Next Insp.			No	

General Tree Assessment (Detailed)

Tree ID: 40		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 144 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: Sever ivy to facilitate next inspection. Possible honey fungus infection of stem. Evidence of bleeds. Inspect annually in autumn.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		6 m	4 m	1	350 mm	Semi-mature	No	No	N/A	29-Aug-25	Good	N/A
Observations		Root			Stem			Branch		Leaf/Bud		
		Fungus or decay Soil compaction Damage to buttress roots Competition from growth			Old pruning wounds Ivy covered			Epicormic growths Stubs Ivy in crown		Normal Insect / caterpillar attack		
Work		Category			Action					Priority		Done
		Ivy			Sever only					By Next Insp.		No
		See Comment			See Comment					1 year		No

Tree ID: 6	Common Lime <i>Tilia europaea</i>					Tag: 356 TPO: 00782-2007			Assessor: Marco Bartolini Date: 29-Aug-24		
	Tree Comment:										
	Survey Comment: Unable to verify health and safety due to access restrictions from suckers. Remove suckers and crown clean deadwood.										
Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
	22 m	6 m	1	900 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem			Branch			Leaf/Bud	
	Soil compaction Competition from growth Sucker growth			Epicormic growths Stubs Multi stemmed			Minor dead wood Major dead wood Epicormic growths Stubs Pollard			Normal	
Work	Category			Action			Priority			Done	
	Remove			Major dead wood Sucker Growth			3 Months 6 Months			No No	

General Tree Assessment (Detailed)

Tree ID: 7	Common Horse Chestnut <i>Aesculus hippocastanum</i>					Tag: 364 TPO: 00782-2008			Assessor: Marco Bartolini Date: 29-Aug-24		
	Tree Comment: Survey Comment: Install fencing around stem to prevent further damage from pedestrian traffic. Target prune away from building by 2m.										
	Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition
	26 m	9 m	1	1800 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root			Stem			Branch			Leaf/Bud	
	Soil compaction			Old pruning wounds			Minor dead wood			Normal	
	Soil erosion			Cavities			Major dead wood				
	Damage to buttress roots			Epicormic growths			Epicormic growths				
	Competition from growth			Stubs			Stubs				
	Sucker growth			Minor cavities							
Work	Category			Action						Priority	Done
	Remove			Major dead wood						3 Months	No
	See Comment			See Comment						3 Months	No

Tree ID: 18	Small-Leafed Lime <i>Tilia cordata</i>					Tag: 367 TPO: 00782-2019			Assessor: Marco Bartolini Date: 29-Aug-24		
	Tree Comment: Survey Comment: Crown clean deadwood.										
	Details	Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition
	23 m	8 m	1	700 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations	Root				Stem			Branch			Leaf/Bud
	Soil compaction				Epicormic growths			Minor dead wood			Normal
	Competition from growth				Stubs			Major dead wood			
					Trifurcated			Epicormic growths			
								Stubs			
Work	Category				Action				Priority		Done
	Remove				Major dead wood				3 Months		No

General Tree Assessment (Detailed)

Tree ID: 19		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 368 TPO: 00782-2020			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: Crown clean deadwood.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		19 m	6 m	1	700 mm	Mature	Yes	No	N/A	29-Aug-27	Fair	N/A
Observations		Root			Stem			Branch			Leaf/Bud	
		Soil compaction Damage to buttress roots Competition from growth			Epicormic growths Stubs Trifurcated			Minor dead wood Major dead wood Epicormic growths Stubs			Normal	
Work		Category			Action						Priority	Done
		Remove			Major dead wood						3 Months	No

Tree ID: 20		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 338 TPO: 00782-2021		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: Underground services within root zone. Dieback evident in crown to south.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		28 m	9 m	1	1300 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem		Branch		Leaf/Bud			
		Soil compaction			Old pruning wounds		Apical die back		Normal			
		Damage to buttress roots			Cavities		Minor dead wood		Insect / caterpillar attack			
		Competition from growth			Epicormic growths		Major dead wood					
					Stubs		Epicormic growths					
					Ivy covered		Stubs					
					Minor cavities							
Work		Category			Action				Priority		Done	
		Remove			Major dead wood				3 Months		No	
		See Comment			See Comment				3 Months		No	

General Tree Assessment (Detailed)

Tree ID: 27		Small-Leafed Lime <i>Tilia cordata</i>				Tag: 346 TPO: 00782-2028			Assessor: Marco Bartolini Date: 29-Aug-24			
Tree Comment: Survey Comment: Crown clean deadwood.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		24 m	6 m	1	750 mm	Mature	Yes	No	N/A	29-Aug-27	Good	N/A
Observations		Root			Stem			Branch			Leaf/Bud	
		Soil compaction Damage to buttress roots Competition from growth			Epicormic growths Stubs Bifurcated			Minor dead wood Major dead wood Epicormic growths Stubs			Normal	
Work		Category			Action						Priority	Done
		Remove			Major dead wood						3 Months	No

Tree ID: 35		Common Horse Chestnut <i>Aesculus hippocastanum</i>				Tag: 139 TPO: No		Assessor: Marco Bartolini Date: 29-Aug-24				
Tree Comment: Survey Comment: Sever ivy to facilitate next inspection and reduce weight to crown. Begin to pollard due to stem loss and decay. Alternative option to replace.												
Details		Height	Spread	Stems	Ø	Maturity	Bat	Con Area	Prev Insp	Next Due	Condition	QTRA Score
		6 m	1 m	1	180 mm	Semi-mature	No	No	N/A	29-Aug-27	Poor	N/A
Observations		Root			Stem			Branch			Leaf/Bud	
		Soil compaction			Fungus or decay			Damage / wounding			Normal	
		Competition from growth			Bark wounds			Epicormic growths			Insect / caterpillar attack	
					Old pruning wounds			Stubs				
					Cavities			Ivy in crown				
					Ivy covered							
Work		Category			Action						Priority	Done
		Formative prune			Improve Shape						6 Months	No
		Ivy			Sever only						3 Months	No

5. RECOMMENDATIONS

- It is understood that the majority of trees surveyed at this site are the subject of Tree Preservation Order, therefore prior to any works being carried out a Planning Application must be submitted to the Local Authority.
- Contact the local authority to confirm which trees are the subject of the Order.
- For all deadwood cleaning work, it is sufficed to inform the Local Authority of the intent to remove deadwood and no Planning Application is required. It is courteous to submit a 5-Day Notice of intent to the Local Authority for this work.
- Crown lifting or pruning work will require a Planning Application.
- Remind neighbours with trees of their responsibilities as tree-owners.
- Carry out the recommended works within Section 4.
- Carry out all tree works as recommended within Table 4.1.
- All tree works should be carried out in accordance with BS3998:2010 Tree works - Recommendations.
- This Arboricultural Survey is valid for a period of 12 months. If works are not commenced within this time period, then it is advised that the trees are re-inspected to ensure no significant defects have developed since the original survey.

6. INSPECTION PERIOD

National Tree Safety Group (NTSG) recommends that;

- Schools and park trees – inspected every 2 years
- Highway trees – inspected every 3 years
- Domestic dwelling trees- inspected every 4 years

A balance between a lightly used highway and recreation ground is considered and therefore it is recommended that the tree surveyed is carried out at the 30 to 36 month point unless the LA feel that a more frequent inspection is required should use of the recreation ground increase. The site is heavily populated with pedestrians along with a highway and public property adjacent to the site.

7. DISCLAIMER

Arbor-Eco Consultancy accepts no responsibility or liability for any use that is made of this document other than by the client for the purposes for which it was originally commissioned and prepared. This report has not been compiled as part of an insurance claim and should not be used in conjunction with any such activity.

It should be noted that trees are dynamic living organisms that are subject to natural changes as they age or are influenced by changes in their environment. As such following any significant meteorological event or changes in the growing environment of the trees they should be re-assessed by a suitably qualified and experienced arboriculturist.

8. DRAWINGS

MB240705-01 Tree Location Plan

Knowle Village Hall & Recreation Ground

SCALE :
1 : 900

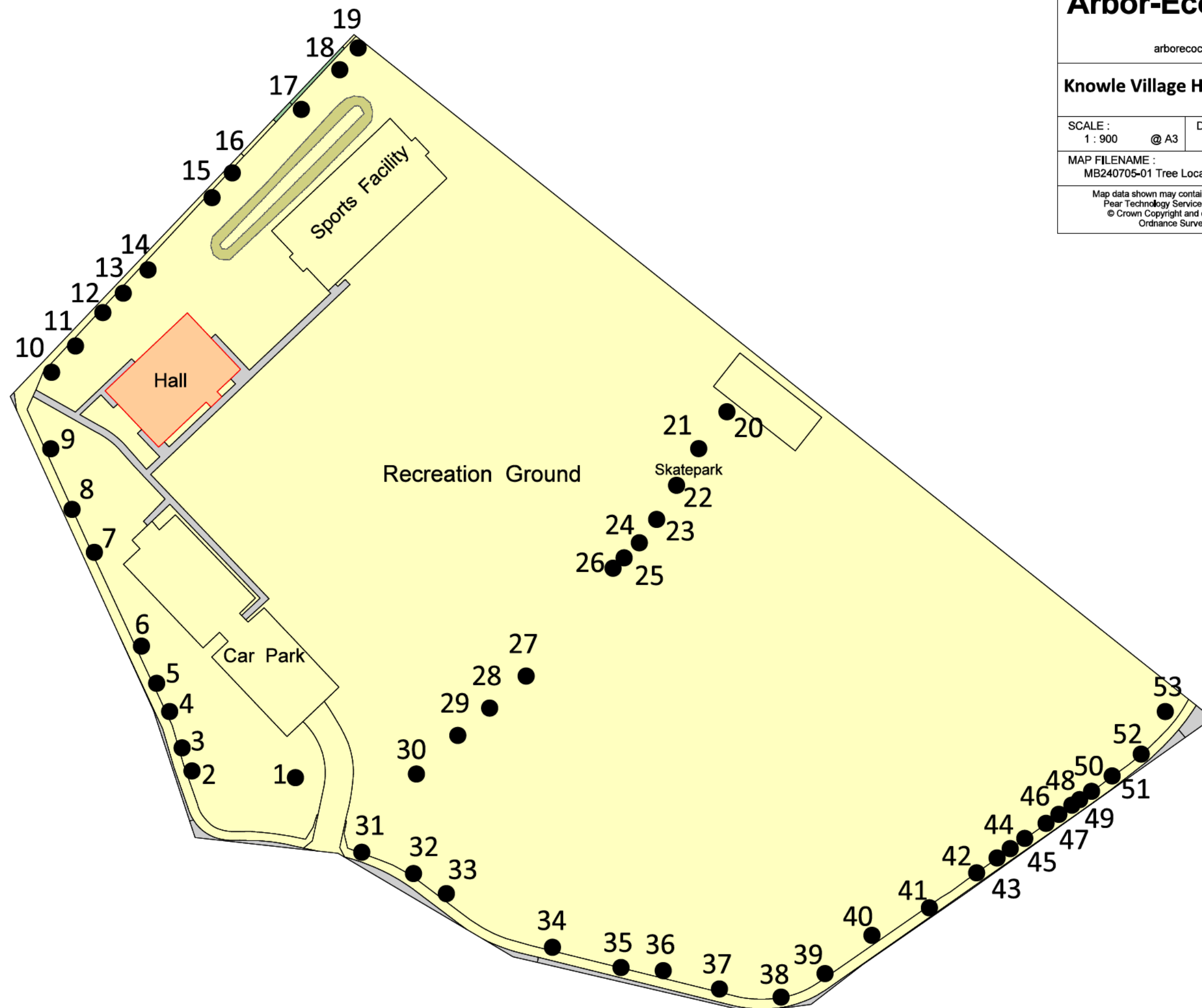
@ A3

DATE :
30/08/2024



MAP FILENAME :
MB240705-01 Tree Location Plan

Map data shown may contain Ordnance Survey © products supplied by
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Agenda Item 10 -

To consider quotes to install a new lighting bollard in the Knowle Village Hall car park

In 2023, new lighting bollards were installed in the car park. It has since been discovered that the corner of the path by the hedge and bins was missed and a new bollard is needed to ensure safe movement in the car park in the dark.

Cllr Manuel has kindly offered to supply 1 more lighting bollard free of charge to the Council. The previous contractor was approached for installation of this 1 extra bollard and a new contractor was also approached for a quote as a comparison.

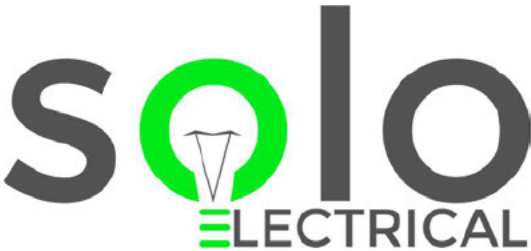
Quote 1 – £688.00

Quote 2 - £2,026.04

Recommendation: To accept quote 1 for £688 plus VAT, and for a note of thanks given to Cllr Manuel on behalf of Gemma Lighting for the kind donation of a new lighting bollard

167-169 Great Portland Street,
5th Floor,
London,
England,
W1W 5PF

02381 920599



Estimate

QT01599-2

Wickham Parish Council	Job Number	JB02665	Date	30 August 2024
Knowle Village Hall, Knowle	Job Address	Knowle Village Hall	Expiry Date	29 September 2024
Avenue		Knowle Avenue	VAT Number	462070025
Knowle		Knowle		
England		Fareham		
PO17 5GR		UK		
United Kingdom	Reference	Bollard install		

This estimate is for the following works:

- Extra bollard installed in a dark spot around the car park at Knowle Village hall.
 - Locate buried armoured cable underground between LL5 & LL11
 - Joint cable with waterproof connection and redirect to new bollard
 - Installation of new bollard
 - Installation of individual photocell sensor if necessary

NOTE: Bollard supplied by customer

Description	Quantity	Unit Price	Amount
Total	1	688.00	688.00
		Subtotal	688.00
		Total 20% VAT	137.60
Total GBP			825.60

Terms & Conditions:

1. Installation Work:

- a) All electrical installation work will be NICEIC registered and comply with BS7671: 2018 + A2:2022 and any amendments in force at the time of the works.
- b) All electrical installation work will comply with applicable Building Regulations in force at the time of the works.
- c) Where work is to extend or modify existing circuits, costs quoted assume that the existing installation is in adequate condition and complies with minimum current regulations. Any works found required to bring the necessary parts of the existing installation up to standard will be at additional cost.

From: Business Manager <businessmanager@wickhamparishcouncil.org>
Sent: 11 July 2024 13:40
To: Parish Clerk
Subject: Fwd: Bollard installation
Attachments: E015073-01 - Knowle - Additional Light - Drawing.pdf

----- Forwarded message -----

From: **Simon Sinclair** <simon@cpes.co.uk>
Date: Wed, Jun 26, 2024 at 12:29 PM
Subject: RE: Bollard installation
To: Business Manager <businessmanager@wickhamparishcouncil.org>

Hi Victoria,

Now I have had chance to look at this in more detail I just want to check that as per the drawing attached we will be installing the new light in soft ground and not having to excavate the concrete footpath?

We will locate the cable that runs in the soft ground behind the hedgerow, cut it and joint it to the new bollard light which will go through the hedge and the ground base will be installed in the soft ground before the edge of the concrete. We have only allowed to hand dig in soft ground.

If this acceptable to you then the costs for us to visit site and carry out this job will be:

£2,026.04 + VAT

Kind Regards,

Simon Sinclair

Contracts Director



**Caravan
Park
Electrical**
SERVICES LIMITED



Caravan Park Electrical Services Ltd, Vale Road
Industrial Estate, Spilsby, Lincolnshire PE23 5HE



Tel: +44 (0)1790 753153
DDI: +44 (0)1790 443124
Mob: 07715 990036
Company Num: 1587864



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From: Business Manager <businessmanager@wickhamparishcouncil.org>

Sent: Wednesday, June 19, 2024 11:45 AM

To: Simon Sinclair <simon@cpes.co.uk>

Subject: Re: Bollard installation

Hi Simon,

Thank you, that's great.

Victoria

On Wed, Jun 19, 2024 at 10:45 AM Simon Sinclair <simon@cpes.co.uk> wrote:

Morning Victoria

Thank you for clarifying, I will look to have the quotation out next week for you, I hope that is okay?

Kind Regards,

Simon Sinclair

Contracts Director



**Caravan
Park
Electrical**
SERVICES LIMITED

Caravan Park Electrical Services Ltd. Vale Road
Industrial Estate, Spilsby, Lincolnshire PE23 5HE

 Tel: +44 (0)1790 753153
DDI: +44 (0)1790 443124
Mob: 07715 990036
Company Num: 1587864



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From: Business Manager <businessmanager@wickhamparishcouncil.org>

Sent: Wednesday, June 19, 2024 9:58 AM

To: Simon Sinclair <simon@cpes.co.uk>

Subject: Re: Bollard installation

Good morning,

Yes we would supply the ground base,

Regards,

Victoria

On Mon, Jun 17, 2024 at 2:35 PM Business Manager
<businessmanager@wickhamparishcouncil.org> wrote:

Hi Simon,

I've placed a red dot on



the map and a photo. The bollard would be just tucked into the corner where the hedges are.

I'm just waiting for confirmation as to whether we have the galvanised ground base.

Regards,

Victoria

On Mon, Jun 17, 2024 at 1:40 PM Simon Sinclair <simon@cpes.co.uk> wrote:

Good afternoon Victoria

Yes no problem at all, can you please indicate on this drawing where you would like this additional light? Also do you have the galvanised ground base for this light? If you could send a picture of it that would be helpful.

Kind Regards,

Simon Sinclair

Contracts Director



**Caravan
Park
Electrical**
SERVICES LIMITED

Caravan Park Electrical Services Ltd. Vale Road
Industrial Estate, Spilsby, Lincolnshire PE23 5HE



Tel: +44 (0)1790 753153
DDI: +44 (0)1790 443124
Mob: 07715 990036
Company Num: 1587864



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From: Business Manager <businessmanager@wickhamparishcouncil.org>
Sent: Monday, June 17, 2024 1:05 PM
To: Simon Sinclair <simon@cpes.co.uk>
Subject: Bollard installation

Good afternoon,

You have previously installed bollards around our village hall car park in Knowle Village.

I was hoping that you would be able to quote to look at installing one bollard of the same kind in an area around the car park that is in a little bit of darkness.

We have the bollard, so would just be installation,

Kind regards,

Agenda Item 13 -

To receive an update on the current issues at Wickham MUGA

Agenda Item 14 -

To make a decision on future booking access to the Wickham MUGA and make a recommendation to Full Council

The Committee resolved on 1st August to re-open the MUGA to the public for 15 x 1hr free sessions a week, alongside the paid evening bookings. On 26th August, a youth catapulted one of the floodlights and smashed the safety glass. This incident was recorded on the Community Centre's CCTV with a clear image of the youth's face and recording of the vandalism reported to the Police.

The replacement safety glass cost nearly £1,300 to repair due to the need of hiring a cherry picker to access the floodlight at height. The lights are not LED and therefore a specialist glass safety cover is needed to withstand the temperatures the lights generate. It could be that the Council researches the cost to replace all the floodlights with LEDS in a future financial year.

The Business Manager is chasing the Police for an update on the crime reference report and it is hoped that the Police may offer a community resolution order for the Council to be reimbursed for the cost of the emergency repairs to the floodlight. This is not however guaranteed.

The MUGA is now closed to all bookings other than paid clubs/organisations in the evenings, and the school in the weekday term times.

CIA Fire & Security are looking at a price to upgrade and install key pad access system, however there is an issue on this gate as the key pad system cannot be installed on a double gate. A double gate is needed at this entrance to allow a ride on into the MUGA to carry out maintenance of the surfacing. The Clerk will carry on liaising with CIA for what other possibilities exist.

In the meantime, the chain needs to be wound twice around the gates and secured with the padlock. The code will be changed at least once per month and code only shared with the current hirers and the Grounds Contractor.

The Clubspark software encountered an issue in set up which prevented the floodlights from working w/c 9th September when all the winter training schedules began. The Council therefore lost several hours worth of income which the Clerk is liaising with Clubspark for financial compensation.



Winchester City Council Playing Pitch Strategy and Sports Facilities Needs Assessment - Parish Council

Introduction

Winchester City Council are currently in the process of undertaking a comprehensive review of outdoor sports pitches and indoor sport facilities to inform future priorities. The Council have commissioned Continuum Sport and Leisure Ltd to develop these documents on our behalf.

The purpose of the exercise is:

- 1) To identify the extent to which the quantity, quality, location and accessibility of sports facilities in the district meet the needs of the community.
- 2) To identify and prioritise any required investment that will address existing and future deficiencies in sport/leisure provision.

This strategy considers all sporting provision regardless of ownership and does not commit Winchester City Council to any investment based on this survey alone.

The views and aspirations of all the parish/town councils are therefore of the utmost importance in giving us a representative picture of the facility needs in the area.

The information we collect is for Winchester City Council's internal purposes only. You are in control of the personal data you provide to use. You can contact our data processor at any time to have your information changed or deleted (jack@continuumleisure.co.uk).

You can find the council's data protection policy at
<https://www.winchester.gov.uk/assets/attach/36135/Data-Protection-Policy-2023.pdf>

If you have any questions about this survey please contact Jack McGee, Research Consultant, Continuum Sport and Leisure Ltd (jack@continuumleisure.co.uk).

Many thanks for your assistance and your input into this exciting research.



Winchester City Council Playing Pitch Strategy and Sports Facilities Needs Assessment - Parish Council

Playing Pitches (ie football, cricket, rugby, artificial pitches)

1. Please provide the name of your Parish Council and contact details

Parish Council	<input type="text"/>
Contact Name	<input type="text"/>
Contact Email	<input type="text"/>

2. Please provide the name of each sports pitch site under your management and list the sport(s) played there

Site 1	<input type="text"/>
Site 2	<input type="text"/>
Site 3	<input type="text"/>
Site 4	<input type="text"/>

3. Please rate the quality of the playing surface out of 5 (with 1 being poor and 5 being excellent)

	1	2	3	4	5
Site 1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. Are you responsible for any maintenance of your playing pitches?

- ☐ Yes
☐ No

5. If yes, please indicate which sites and what maintenance methods are used on the playing pitch sites you maintain (ie grass cutting, aerating, fertilising etc)?

6. Please detail any specific issues that affect the quality of your playing pitch sites.



Built Sports Facilities (ie netball courts, tennis courts, bowls greens, sports halls etc)

7. Please provide the name of each built sports facility site under your management and list the sport(s) played there

Site 1	<input type="text"/>
Site 2	<input type="text"/>
Site 3	<input type="text"/>
Site 4	<input type="text"/>

8. Please rate the quality of the facility out of 5 (with 1 being poor and 5 being excellent)

	1	2	3	4	5
Site 1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Site 4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. Are you responsible for the maintenance of any of your built sports facilities?

- ☐ Yes
☐ No

10. If yes, what maintenance methods are used on the built sports facilities sites you maintain?

11. Please detail the names of any community halls you have and how many courts they have marked out, if they have any.

12. What activities take place at your community halls?

☐ Archery

☐ Exercise Classes

☐ Table Tennis

☐ Badminton

☐ Gymnastics

☐ Volleyball

☐ Basketball

☐ Martial Arts

☐ Dance

☐ Netball

☐ Other (please specify)

13. Please detail any specific issues that affect the quality of your built sports facilities.



Ancillary Facilities

14. Please provide an overview of the quality and any specific issues with the ancillary facilities at your playing pitch and built sports facility sites (for example changing rooms, toilets etc)



Imported and Exported Demand

15. Do your playing pitch or built sports facilities receive use from clubs/organisations/commercial businesses from outside of your Parish boundary?

- ☐ Yes
☐ No

16. Please provide the names of clubs/organisations/commercial businesses based outside of your Parish which use your playing pitch sites and which sites they use.

17. Do any clubs/organisations/commercial businesses based within your Parish use playing pitch or built sports facilities outside of your Parish boundary?

- ☐ Yes
☐ No

18. Please provide the names of clubs/organisations/commercial businesses based in your Parish which use other Parish sites and which sites they use.



Current and Future Demand

19. Are your current playing pitches and built sports facilities able to meet current and future sporting demand from clubs/organisations/commercial businesses based within your Parish?

	Yes	No	Unsure
Current Demand	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Demand	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Future Investment

20. Please detail any future development plans you have for any of your playing pitch or built sports facilities sites.

21. Please detail any sites or sports which require future investment to improve their quality, maintenance, or ability to meet current or future demand.

22. If you have any further comments regarding the provision of playing pitches or built sports facilities within your area, please provide them here.

WCC Playing pitch survey

Draft responses

Q 2: Sites

1. Rec: football (full size pitch), tennis, outdoor gym
2. Knowle Green: football (full size pitch and 3 junior pitches), tennis, basketball, netball

Q3: Quality of pitches

Site 1: football 4; tennis 5

Site 2: football 3; MUGA 4

Q4: are you responsible for maintenance of your playing pitches?

Yes

Q5: What maintenance do you do on your pitches?

Site 1: football: major drainage control measures (summer 2024); Hants FA recommended annual maintenance regime (aeration, fertilisation, weed control, slitting: this commenced summer 2024)

Tennis: annual surface clean and fungal treatment

Site 2: football: as site 1

Q6: specify any issues that affect your pitches

Site 1: drainage from adjacent field, hence landscape measures commissioned summer 2024; pavilion replacement in planning stage for readiness in 2025

Site 2: none provided annual maintenance carried out to improve surface and grass cover

Q7: built sites managed by the Council

Rec: football pavilion: due for replacement with modern facility 2025

Tennis hut

Knowle Village Hall: table tennis, tai kwando; judo, badminton, pickle ball. Planning programme under way to add gym facilities

Q 8: Knowle Village Hall facility rating: 5

Q9: responsibility for maintenance of built sports facilities:

Rec football pavilion: yes

Rec tennis hut: yes

Knowle Village Hall: yes

Q10: what maintenance methods are used for your built sports facilities?

Cleaning, electric and gas inspections, all matters arising on an annual budgetary basis with reserve funds used for any emergency/urgent issues

Q11: what community halls do you have and what pitches are marked out there?

Wickham Community Centre: badminton (3 courts), indoor bowls, pickle ball (4 courts)

MUGA: on primary school land; community use after 4.00pm and at weekends

Q 12: what sports are played there?

Community centre:

Badminton

Bowls

Pickle

Archery

Rifle shooting

Table tennis

Dance

Martial arts

Exercise classes (pilates etc)

Dog training

Toddler exercise

Muga: football training and five a side

Q13: issues that affect quality of built sports facilities

Community Centre: Road exit onto Mill Lane has poor visibility: it is a country lane that cannot deal with significant traffic loads.

MUGA: anti-social behaviour. Booking system to be introduced for all hours; new electric control mechanism fitted and netting repaired

Q14: overview of quality & issues with ancillary facilities

Rec: sports pavilion old and needs replacement. Designs being approved and tender will be published for suitable contractors. Expected delivery 2025. CIL money available for improvements to cover most of the cost. Will provide modern changing, toilet and meeting facilities for community use.

Knowle Green: limited parking; land available for additional and planning permission being sought.

Q15: use by organisations outside the parish

Yes

Q16: names of organisations using the facilities

(Sophie/Vicky to provide list; on the assumption that they will be contacted by the survey organisation we should warn them that contact may be made. At the same time we should inform them of the steps we are taking to improve facilities so that any issues they raise (e.g. the Rec pitch, pavilion) can be "headed off at the pass". Need to include some organisations like Wickham Runners too)

Q17: do clubs/commercial organisations in the parish use other parish sites?

Yes

Q 18: who are they and which sites do they use?

Wickham Dynamos Saturday X1; Shedfield. In season 2025/26 they will use facilities in the parish (because of the pitch improvements we are making at the Rec. We should also ask Malc to change his view of using Knowle Green for Dynamos: using Shedfield is a distinct downside for us in this exercise.

Any other organisations going outside the parish? E.g. Knowle netball team?

Q 19: are current playing pitches and built sports facilities able to meet current and future demand?

Current demand: Yes

Future demand: yes

Football facilities currently underutilised by significant extent (can we agree a per cent?)

Q 20: plans for sites

Rec: replacement pavilion; pitch and drainage improvements

Knowle Green: pitch and drainage improvements

Knowle Village Hall: (summarise)

Wickham MUGA: as detailed above

Country park at Mill Lane: informal grass areas for casual football and ball games

Q 21: sports sites requiring investment to improve quality and to meet future demand

Plans already in place and specified above

Q 22: Further comments:

Wickham and Knowle has a thriving cricket club that plays on its own ground on the Rookesbury estate. The Club maintains the ground itself. They have a pavilion and maintenance sheds on the ground. The parish Council support the Club with grants when necessary.

Significant sports pitch provision at Welborne and Whiteley will satisfy any increased demand for pitches in the locality.

Youth football requirements (male and female) are satisfied by Clubs in Fareham and Bishops Waltham. Swanmore Leisure has all weather football facilities used by the clubs concerned. There are no youth football clubs in Wickham and none are planned in view of the excellence of the Clubs in Fareham and Bishops Waltham who also use some of the facilities in Wickham.

Wickham & Knowle Sports and Recreation Development Plan 2024 - 2027

Adopted ??? Date for Review and update: ???

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
1	Wickham Recreation Ground	Tennis – partnership agreement with Wickham Community Tennis Club to occupy courts	Maintain a sinking fund for the courts as the LTA grant conditions - £3,900 from 2021 Repaint courts in (date to be agreed with Tennis Club)	Wickham PC and Wickham Community Tennis Club (WCTC)	WCTC	
		Tennis and football	Support viable proposals for improvements from clubs	Wickham PC, Wickham Tennis Club, Football teams	PC/self funding	Proposals welcomed
		Football	Improve drainage to prevent seepage from Lysander Field Replace pavilion Pitch improvements to decrease cancelled match dates. Increase	Wickham Dynamos & others Wickham Dynamos, Tennis Club, other football clubs, residents (to include external WC available to play users) Wickham Dynamos, Hants FA, grounds contractors	CIL contribution from Wykeham Vale CIL contribution from Wykeham Vale plus grants CIL contribution from Wykeham Vale plus	September, 2024 March 2025 Ongoing commencing

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
			annual hire income through PC Business Development Manager		grants, annual precept	September 2024 Income from hires target gain: FY24/25 20%; FY25/26 30%; FY26/27 10%
2	Wickham Community Centre/School	All weather pitch (MUGA)	Maintain adequate sinking fund for maintenance and replacement of the carpet	Primary School	PC/self funding	Next carpet replacement 2028/2030 or earlier depending on inspection
			Installation of anti-social behaviour defences and controlled entry system	Primary School, booked users, Community Centre	P/C self funding	New provisions to be in place by Jan 2025
		BMX, scooters skateboarding	Maintain adequate sinking fund for improvements	Wickham PC	PC	
		Indoor sport / dance/recreation	Support proposals for viable additional activities for adults and children	Wickham PC, Wickham Community Association	None identified	Summer youth activity programme to be tested and long-term adoption to be reviewed September 2024
3	The Circle, Wickham	Play	Play area equipment replaced in 2023	Wickham PC	PC/grants to be researched	

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
4	Mill Lane, Wickham	Options between sports pitch provision and country park to be considered	<p>Data gathering from sports clubs</p> <p>Financial viability and design options</p> <p>Options analysis to be scrutinised by WCC with consideration of planning implications of both options</p> <p>Resident consultation</p> <p>PC decisions and planning applications</p> <p>Capital work to start</p>	Wickham Parish Council, Wickham CE Primary School, Sports clubs, residents, FieldForm, landscape design architects	Developer funding; grants	<p>Complete</p> <p>Complete</p> <p>Autumn 2024</p> <p>Q1/2 2025</p> <p>Q2/3 2025</p> <p>Q1/2 2026</p>
5	Knowle Village Green	Girls, boys, youth football. 3 junior pitches on east side of green; 1 youth 11v11 pitch on west side of the green.	Improve quality of pitches to maximise usage and hire income	Atalanta Girls, Waltham Wolves, other clubs Waltham Wolves, other clubs	Grants; contractual annual grounds maintenance programme	Target year-on year income growth: FY 24/25 20%; FY 25/26; 30%; FY26/27 15%
6	Knowle hard court (MUGA)	Informal kickabout with tennis / netball lines	Resurfacing may be required in the medium term (2022/23), maintain adequate sinking fund for the works	Wickham PC	PC	2022/23

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
			Repaint court lines Tennis net available for public use, potential for local coaching to be explored			2021 – order placed with Chiltern Sports
7	Knowle Skatepark	BMX, scooters skateboarding	£5k budget for improvements in 2021/2 . Additional precept request 2022/23 to be decided. Possible seating to be progressed. £5k budget is insufficient for major work	Wickham PC	PC/possible lottery grant funding to be progressed.	2021/22 Proposals under consideration 06/23
8	Consort Mews, Barbastelle Walk, Greater Horseshoe Way, Victoria Mews play areas, Knowle	Play	Consort Mews and Greater Horseshoe Way maintenance. Review for refurbishment Upgrade to Barbastelle Walk and Victoria Mews play areas Maintain sinking fund for maintenance and improvements	PC / Knowle Residents Association PC	PC	Ongoing 2026 Q1 2025
9	Knowle Village Hall Dual use for sports and recreation.	Currently used for table tennis, badminton, karate, rugby tots, fitness training	Support proposals for viable additional activities for adults and children through PC Business Development Manager	Sports groups / Wickham PC	PC/self funding	Ongoing

No	Sites	Sport/Recreation	Project	Proposed Partners	Funding	Target Completion/Notes
		Sport/recreation	<p>Finalise business case for an extension to allow additional community and sporting activities</p> <p>Initial design proposals</p> <p>Consultation with residents</p> <p>Funding plan approved by PC</p> <p>Planning application</p> <p>Commence works</p>	Existing users / residents / KRA	Possible CIL fund from Ravenswood development; other grants. Will not proceed if fully funded from CIL/grants	<p>Q1 2025</p> <p>Complete</p> <p>Q2 2025</p> <p>Q2/3 2025</p> <p>Q3 2025</p> <p>Q2 2026</p>
10	Knowle Water Meadows	Potential for Informal recreation opportunities and additional play facilities	Engage with the reserved matters planning proposals to meet the needs of new and existing residents	PC / Developer / TBC	Developer for Ravenswood not yet identified s106 provisions to be resolved	Q 1 2025
		Fishing	Parish Council will take ownership of fishing lakes and fishing hut as part of the agreement.	PC/ Knowle Resident Assoc/TBC.	<p>To be confirmed.</p> <p>Investigate possible permit/licences as income generator to offset some costs of management</p>	TBC

From: Kelsie Learney (Cllr) <KLearney@winchester.gov.uk>
Sent: 16 September 2024 10:33
To: _Members - All; _Parish Clerks; patricia.stallard@hants.gov.uk; 'Hiscock, Cllr D'
Subject: Leading action on the climate emergency workshop, October 3rd 4-7

Flag Status: Flagged

Dear City, County and Parish Councillors and colleagues,

I am pleased to invite you to a workshop led by Winchester Action on the Climate Crisis (WinACC) and hosted by Winchester City Council to help shape the way forward on the climate emergency in Winchester district.

Thursday 3rd October 4-7pm – registration and refreshments at 3.45. In person at the King Charles Hall, Winchester Guildhall.

We want to engage decision-makers at each level – County, City and Parishes – to help plan how we seize opportunities for actions that will have the most impact.

WinACC will brief us about the latest Government data about emissions in Winchester district, with an emphasis on trends as well as the current position. There will be an update on the national context, and the opportunities and threats of changing Government policies that affect the climate; and I will speak briefly about the City Council's developing plans, including Local Area Energy Planning and the new Local Plan.

The most important part of the workshop will be for discussion groups to focus on a key issue chosen by you, or selected from transport, retrofitting, energy planning and renewables, land use, and reducing consumption / circular economy. I hope you can suggest the most important actions for us each to take in our own organisation, and collectively.

To confirm your attendance, please register using the following link: <https://buytickets.at/winacc/1393641>

I look forward to seeing you there and hearing your ideas.

Kind regards,

Kelsie

Councillor Kelsie Learney
Cabinet member for climate emergency
Winchester City Council

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From: clerk@shedfieldparishcouncil.org.uk
Sent: 14 August 2024 14:42
To: clerk@wickhamparishcouncil.org
Cc: [REDACTED]
Subject: Overhanging Trees - Redhill B2177 near Wickham
Attachments: 24 Aug 14 Ian Norgate correspondence ref overhanging trees Red Hill Wickham forward to WPC.pdf

Flag Status: Flagged

Dear Sophie

Please find attached a letter from resident Ian Norgate regarding overhanging trees on Redhill, near Wickham. This is the hill that runs on the B2177 from McCarthys Farm shop to the traffic lights at the crossroads with Titchfield Lane and Blind Lane. This area is actually in Wickham Parish. Mr Norgate came into our office today so I have explained that I am forwarding his letter to you. I have also explained how members of the public and parish council's report a tree or hedge problem via this link:
<https://www.hants.gov.uk/transport/highways/report-a-problem/treehedge> .
Hampshire County Council will investigate whether the problem trees belong to private properties or are their responsibility and action the next steps as required.

I have cc'd in Mr Norgate to this email so he has your contact details too and the link to report the problem trees he has observed.

With kind regards
Jo

Jo Fox
Parish Clerk
Shedfield Parish Office, Upper Church Road, Shedfield, Southampton, Hampshire SO32 2JB

Telephone: 01329 830060

Mobile: 07918 623009

Email: clerk@shedfieldparishcouncil.org.uk

-----Original Message-----

From: shd-scan@affsupport.co <shd-scan@affsupport.co>
Sent: Wednesday, August 14, 2024 12:45 PM
To: clerk@shedfieldparishcouncil.org.uk
Subject: Scanned image from Shedfield Parish Council

Reply to: Shedfield Scanner <shd-scan@affsupport.co> Device Name: Shedfield Parish Council
Device Model: BP-50C26

From: [REDACTED]
Sent: 05 August 2024 16:38
To: clerk@wickhamparishcouncil.org
Subject: knowle cemetery

Clerk

I visited the splendid festival in Wickham this weekend and on Sunday cycles around the Hospital site at Knowle. I trained as a nurse in the 1970s at Southampton General and visited the hospital several times when it was still fully operational and was interested to see what has happened to the site.

I was saddened and indeed moved to come across the cemetery when more than 5000 people are buried; many in so called paupers' graves. I was particularly saddened to see the litter and general state of disrepair of the site – which I understand is still consecrated land and in the care of the Parish Council.

Might I petition that more be done to show respect for these people many of whom would have been incarcerated for social misdemeanours rather than due to serious illness.

I can only imagine a good deal of money has been made selling homes on this site – and feel a little could be used to celebrate the lives of the people laid to rest at this site.

Kind regards

Nigel

[REDACTED]

From: Coral Rogers <CRogers@WINCHESTER.GOV.UK>
Sent: 03 September 2024 13:02
To: Wickham Parish Council
Subject: RE: Open Space fund
Attachments: Release-of-funds-application-form (4).pdf

Hello Sophie

Definitely, if you could complete the open space funding application form attached and email the invoice, I will get it paid to you asap.

Regards

Coral Rogers
Recreation and Projects Officer

Winchester City Council
Colebrook Street
Winchester
SO23 9LJ

Tel: 01962 848543
Ext: 2543



winchester.gov.uk
visitwinchester.co.uk



From: clerk@wickhamparishcouncil.org <clerk@wickhamparishcouncil.org>
Sent: Tuesday, September 3, 2024 12:18 PM
To: Coral Rogers <CRogers@WINCHESTER.GOV.UK>
Subject: RE: Open Space fund

Caution: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Coral

I've only been in post for a few months so this a new thing for me.

We've just had to pay out more than £1,000 replacing a damaged floodlight at the Wickham MUGA, vandalised by a youth. All reported to Hampshire Police. Can we use it on this?

Kind regards

Sophie

Sophie Thorogood

Clerk & RFO to Wickham & Knowle Parish Council

www.wickhamparishcouncil.org

Office: 01329 553254

Mobile: 07770 246293

From: Coral Rogers <CRogers@WINCHESTER.GOV.UK>

Sent: Tuesday, September 3, 2024 12:12 PM

To: Wickham Parish Council <clerk@wickhamparishcouncil.org>

Subject: Open Space fund

Good morning

As you will be aware, the open space fund was superseded by CIL several years ago. We are still holding a small sum of £8.33 in the sport pot for Wickham.

We do need all balances to be cleared by the end of the year and would be grateful if you could let me know if you are able to spend this on a capital project, transfer to a neighbouring parish which has a sport project or transfer to the Winchester City Council sport pot.

Please let me know if you have any queries

Regards

Coral Rogers

Recreation and Projects Officer

Winchester City Council
Colebrook Street
Winchester
SO23 9LJ

Tel: 01962 848543

Ext: 2543



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