

Marcus Brooke
WSSC Arboriculturist
West Sussex Highways



Southern Area Office
Clapham Common
Clapham
Worthing
West Sussex
BN13 3UR
(01243) 642105

Mr Paul Hull
Bishop Tufnell Junior School
Middleton Road
Bognor Regis
West Sussex
PO22 6BN

Our reference: MJB/S/2018/012

13th February 2018

Dear Mr Hull,

Bishop Tufnell Junior School – Tree Survey 2018

As you are aware a tree survey has recently been carried out at your school on 5th February 2018. I enclose an updated tree inventory and a site plan showing their relative positions.

Whilst the trees are generally in a sound condition, I have identified several trees that require attention. Details of the work required and their respective priority ratings can be found within the attached 'job sheet'. The sequence (seq.) numbers on the tree list, condition survey and job sheets relate to the tree numbers on the map(s) provided.

Work rated as 'very-high priority' should be undertaken within three weeks, 'high' priority' should be undertaken within three months, and work rated as medium priority should be undertaken within six months of the date of this letter. If any trees had required urgent attention this would have been completed on the day of inspection.

In this case, one tree has recommended works that are rated as a medium priority and one job within the woodland concerning 4 tree areas marked A-D on the map as a low priority. These are identified within the attached job sheet.

West Sussex County Council can provide a service to complete the pruning works highlighted within the survey to school trees and the cost to carry out the works will be [REDACTED] estimated duration for completion of all the identified work is 9 hours based on 2 men and a vehicle. If you would like us to carry out the recommended work please notify us within 3 weeks of receiving this letter.

However, you are under no obligation to use the council for this service.

Alternatively you can obtain quotes for any works required from the attached West Sussex County Council select tree surgeon list as long as the same tree work specification is carried out. If this is the case we recommend that you obtain more than one quote from different contractors for substantive works ([REDACTED])

Whether you choose to use another contractor or instruct us to do the work, **we need you to return the attached 'completed work confirmation' form on completion of the proposed works.** You can send this to [REDACTED] to let the council know that the works have been completed.

The reason for this is that we can demonstrate that our duty of care in respect of tree management, to users and neighbours of the site, has been fulfilled.

If you choose to use another contractor please be sure to make the relevant checks with the local planning authority before any work is carried out, as some trees may have preservation orders or be within a conservation area.

You should also be aware that as your school holds the budget for tree maintenance it is your responsibility to take appropriate measures with regards to the tree report and to execute them within the designated timescale(s). Failure to do so may leave site users exposed to unacceptable levels of risk from trees within the site.

Please be aware that if the work is not completed and the form is not returned within the respective time-scale we reserve the right to carry out the work on behalf of the education department and invoice your school for all reasonable costs incurred. In addition, the rates used to determine the original quotation above will be subject to revision. Furthermore, additional charges may be incurred in the event we are compelled to intervene and undertake the work at short notice.

Additional information/advice to the school

There are two jobs to do at the Junior School, one on the eastern boundary to remove deadwood to be completed in six months and some woodland work (Seq.9999) concerning 4 tree areas to be completed within 12 months as the area has restricted use. We walked most of the woodland paths and boundaries to inspect the majority of trees.

I also spoke to Mr Hellyer about two ash trees within the garden of number 19 Croft Way, I may have accidentally placed the dot marked ash in the adjacent garden (17) on the maps provided. The garden has two ash trees within it. A single stem tree to the north closest to 17 Croft Way and a twin stem tree to the south closest to 21 Croft Way.

The single stem north ash tree has a dead central stem that has woodpecker holes clearly visible. This dead stem should be removed and the remainder of the crown reduced by 30%-35%.

The twin stem Ash tree to the south has a north stem (closest to the spotted laurel, what appears to be the middle stem of three stems when viewed from the school field) that appears to be in severe decline or even dead. The buds are small and dull and not shiny compared to the other two adjacent stems. In addition, there is also a large cavity at 6m above ground level on its eastern aspect (Facing the school field above the first two branches). There is also a fungal bracket visible on its eastern aspect at ground level. This is a heartwood decay fungus can cause a major decay of the stem leading to stem breakage in the most advanced cases. I would suggest a closer inspection of this tree by an arboricultural expert in order to make an informed decision about its future management as the tree is so close to a school playing field and other properties. As the tree is within the curtilage of the property the owner is responsible for its inspection and maintenance.

Please contact me if you have any queries relating to the survey.

Yours sincerely,

Marcus Brooke
WSCC Arboriculturist