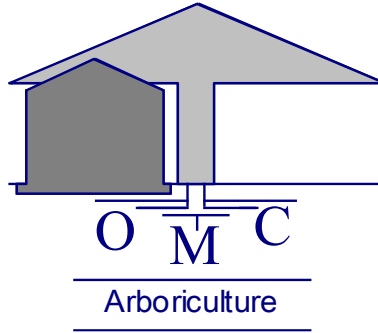




BSi 5837 Arboricultural Method Statement

CLIENT: Wells

SITE: 29 Weston Way, Baldock, Herts, SG7 6EZ

OUR REF: 2542AMS/CJO/2109

DATE OF REPORT: 21 September 2026

Prepared by Christopher Overbeke MSc Arb, BA (Hons), ANC (Dist.), M, Arb A
Checked by Christian Sheldon ND (Arb), QCF L4 Dip (Arboriculture)



CONTENTS

Summary

- 1.0 Introduction
 - 1.1 Brief
 - 1.2 Scope and background
 - 1.3 Documents
- 2.0 Phasing of Inspection/Monitoring
- 3.0 Tree Protection specifics
 - 3.1 Ground protection
 - 3.2 Foundations
 - 3.3 Treatment of roots
 - 3.4 Concrete mixing
 - 3.5 Tree work
 - 3.6 Site set-up
 - 3.7 Additional precautions outside the tree exclusion zone
- 4.0 Sequence of events
 - 4.1 Phases of tree protection
 - 4.2 Arboriculturist involvement
- Appendix A Tree Protection Plan
- Appendix B Details for Ground Protection
- Appendix C Gutter Guards
- Appendix D Tree Schedule and Tree Survey Plan
- Appendix E Tree Constraints Plan
- Appendix F Monitoring/Inspection Record

SUMMARY

Successful avoidance of any damage can be achieved through appropriate tree protection, correct implementation and close liaison with the Council's tree officer and the appointed arboriculturist.

These details and procedures are provided in the arboricultural method statement outlined below and illustrated in the Tree Protection Plan at Appendix A.

To ensure the correct installation of the tree protection and its continued effectiveness throughout the construction process, the following principals must apply:

- **No building work or other activity associated with development can take place until the approved protection measures are in place and secure, and a site meeting involving the contractor and arboricultural consultant has taken place.**
- **Details of key site personnel will be submitted to the Council's arboricultural officer prior to the commencement of site works.**
- **All key site personnel will fully familiarise themselves and understand this method statement and tree protection plan.**
- **A copy of this method statement must be kept on site at all times. A large (not less than A3 size) copy of the TPP must be placed on the site office noticeboard.**

All relevant aspects of this method statement must be incorporated into the construction method statement to avoid any conflicts.

1.0 INTRODUCTION

1.1 BRIEF

OMC Associates are instructed to provide an arboricultural method statement and tree protection plan following concerns expressed by a neighbour about the potential impact of a proposed outbuilding on trees in his property.

Recommendations are consistent with the most recently revised version of the British Standard on this subject, "Trees in relation to design, demolition and construction - Recommendations," BS 5837 (2012).

1.2 SCOPE AND BACKGROUND

The application comprises the construction of an outbuilding to provide accommodation for an elderly mother.

This report incorporates an arboricultural method statement providing the details necessary to ensure retained trees on site are not damaged during construction and is supplemented by two tree protection plans which illustrates the protection measures required.

1.3 DOCUMENTS

The report is based on drawings from Jeremy Williams Leroy.

2.0 PHASING OF INSPECTION/MONITORING

2.1 INTRODUCTION

Section 3 provides all the details relating to tree protection specific to this development. Critical to its implementation is a clear understanding of when and how the protection is implemented, what action must be taken when there is a breach of the approved protection and how to implement any changes in the approved protection necessitated by unanticipated events/changes in design.

2.2 SITE ARBORICULTURALIST

An appropriately experienced and professional arboriculturist must be appointed at the outset whose role will be to ensure full compliance of the approved tree protection measures through regular monitoring and maintenance of a progress sheet that shall be signed off by the arboriculturist and site manager (or equivalent) on completion of the development and submitted to the LPA.

2.3 STAGE 1 - PRE-COMMENCEMENT MEETING

This will involve the arboriculturist, the site manager and other relevant site personnel and optionally the local authority arboricultural officer. He/she must be given sufficient advance warning of the meeting. This meeting could be viewed as a form of induction and will ensure:

1. a full understanding exists of what and where the tree protection comprises - if necessary, the site can be marked out to indicate the positioning of protection.
2. if and when arboricultural supervision is required.
3. exchange of all relevant contact details and distribution of an arboricultural site monitoring record.
4. that all parties are happy with what is agreed and that it is deemed practical. Any tweaks/changes made at this stage that vary to the approved details must be agreed by the LPA Tree Officer and a means of ensuring this is appropriately recorded with the LPA determined.

There is no reason why the tree protection cannot be installed prior to this meeting so long as the opportunity remains for adjusting or improving it according to advice from the site arboriculturist.

2.4 STAGE 2 - MONITORING

The arboriculturist will monitor the development through regular, informal site visits or in accordance with an agreed schedule. The inspection record will be completed and signed off after each visit.

Any discrepancies to the approved, implemented protection shall be highlighted and the site arboriculturist recommended course of action implemented immediately, if necessary, stopping all development until resolved. A re-inspection will be organised to ensure satisfactory resolution.

The site manager will contact the arboriculturist immediately if damage to trees or root zones occurs.

2.5 STAGE 3 - SUPERVISION

The arboricultural method statement (AMS) may specify sensitive works within Root Protection Areas that require arboricultural supervision. These will be clearly shown in the AMS. The site manager will contact the site arboriculturist when this is ready to be conducted.

2.6 STAGE 4 - COMPLETION

On completion of all works on site, the site arboriculturist will be called to site to conduct a final inspection of the trees and the integrity of the RPAs. A Record of Completion will be signed by the site arboriculturist and the site manager and submitted to the LPA for discharge or complete discharge of outstanding conditions.

This will not be completed where damage to trees or RPAs is noted at this final inspection until remedial measures as agreed between the site arboriculturist and the LPA Arboricultural Officer are fully implemented.

3.0 TREE PROTECTION SPECIFICS

The tree protection strategy is based on the creation of ground protection and appropriate methodology for groundworks within RPAs.

3.1 GROUND PROTECTION

Protection of the ground within RPAs is essential to ensure the potentially harmful effects of construction activity on ground conditions (compaction and the absorption of potentially toxic materials) are avoided where Construction Exclusion Zone cannot be erected for access reasons.

This will be laid in the intervening space between the proposed annexe and the boundary adjacent the trees.

This will be retained in place until work is complete.

Temporary ground protection must comply with British Standard Recommendations, as below:

- (a) For pedestrian movements only:** a single thickness of scaffold boards placed either on top of a driven scaffold frame, so as to form a suspended walkway, or on top of a compression-resistant layer (e.g., 150mm depth of woodchip), laid onto a geotextile membrane; or 18mm 2400x1200mm plyboard laid into the geotextile and compression layer.
- (b) For pedestrian-operated plant up to a gross weight of 2t:** proprietary, inter-linked ground protection boards placed on top of a compression resistant layer (e.g., 150mm of woodchip), laid onto a geotextile membrane.
- (c) For wheeled or tracked construction traffic exceeding 2t gross weight:** an alternative system (e.g., *proprietary systems of pre-cast reinforced concrete slabs*) to an engineering specification designed in conjunction with arboricultural advice, to accommodate the likely loading to which it will be subjected.

In this instance the ground protection around the extension will comply with (a) above.

3.2 FOUNDATIONS

The level of incursion into the theoretical RPA of the pollarded willow T1 is 5.7% of the RPA. It represents 0.48% of the adjusted RPA that takes account of the management of the tree and its small crown. With respect to the cherry tree T2 these figures are 2.4% and 0% respectively

These figures are low to negligible and not deemed to impact adversely on either tree subject to adoption of appropriate methodology during construction. Due to proximity, however, encountering tree roots would seem likely.

The groundworks for the slab or trench footing will be constructed in full compliance with the methodology outlined in section 3.3 below. This applies to the sections indicated with a bold bright green line on the TPP.

Excavation will be hand dug to 600mm to fully expose the root architecture of encountered roots.

All roots less than 25mm diameter will be cleanly cut and protected as per details in 3.3.

Where roots greater than 25mm are exposed, the site arboriculturist will be consulted to determine whether it/these can be cut to accommodate the foundation.

If not, an alternative design involving a ring beam set at no more than 50mm below ground levels will be used. This may involve piling using the smallest possible bore pile and ensuring the pile is sleeved, utilising screw piles or constructing pads.

The positions of the piles/pads will be informed by the locations of the retained roots so that these are fully avoided.

3.3 TREATMENT OF ROOTS/ROOT PRUNING - EXCAVATION/GROUNDWORKS WITHIN RPAS

Encountering tree roots of T1 and possible T2 when carrying out groundworks is possible.

Please refer to S. 3.1 and S. 3.4 for additional details but the principles of all ground works in RPAs are detailed below.

- No roots of greater than 25mm must be cut without consultation.
- Where roots can be carefully moved to one side, this should be carried out rather than being severed.
- If cutting root(s) of less than 25mm diameter is deemed acceptable by the site arboriculturist they must be cleanly pruned, preferably back to a side branch, using sharp bi-pass secateurs or loppers. Once pruned, the cut root(s) must be immediately covered with damp, clean, hessian sacking (in summer months) which must be kept damp so long as the roots remain exposed, or dry hessian sacking in winter to prevent desiccation and protect from rapid temperature changes.
- Prior to backfilling, any hessian wrapping should be removed and retained roots should be surrounded with sharp sand (builders' sand should not be used because of its high salt content which is toxic to roots) or other granular fill, before soil is replaced.
- If new concrete is to be used, an impermeable membrane must be placed along the exposed face to prevent contact with and scorching of roots, and to ensure leachates do not contaminate the immediate rooting area in the future.

3.4 WORKING WITH CEMENT/CONCRETE MIXING

Concrete or cementitious (mortar, cement, slurry) washout wastewater is caustic with a PH over 12 and is, therefore, highly toxic to trees and other vegetation.

It is important not to mix concrete or dispense of concrete in the vicinity of trees in order to avoid the risk of it leaching into the soil.

This will not be carried out within 2 metres of any RPA.

The use of a bund or a proprietary mixing tray for the purpose of cement/concrete mixing to contain spillages and runoff is recommended.

No concrete will be laid within the identified RPA (i.e. where the bold green line is shown) without first lining the excavated area with a plastic membrane to ensure no contact of roots with fresh concrete and no leachates into the root zone.



Cement mixing tray (Toolstation)

Where concrete footings and other structures cast from concrete below ground level near to root systems of retained vegetation is required, the incorporation of protection (e.g., sheathing with an impermeable membrane such as heavy-grade polythene sheeting) is extremely important to prevent it coming into contact with roots.

3.5 TREE WORK

The need for tree work is unlikely but tipping back the trailing ends of the overhang of T1 may assist with construction.

All tree work will be carried out in full compliance with BS 3998 (2010) and by Arboricultural Association approved contractors (trees.org.uk).

3.6 SITE SET UP / WELFARE

Welfare (locations for site huts, temporary toilets etc.): Where required, this will be located beyond any CEZ.

Storage of materials: This will be located 2m beyond any CEZ.

Cement/Concrete mixing: See section 3.4.

3.7 ADDITIONAL PRECAUTIONS OUTSIDE THE TREE EXCLUSION ZONE

- Materials that will contaminate the ground such as diesel oil and concrete mixings will not be discharged within the RPA or within 10m of any of the tree stems.
- Notice boards, telephone cables or other services should not be attached to any part of the tree.
- No fires that have the potential for flames to extend to within 5m of any point of the tree are to be lit.

4.0 SEQUENCE OF EVENTS

4.1 PHASES OF TREE PROTECTION

All key site personnel must fully familiarise themselves and understand this method statement and tree protection plan. A copy of the method statement must be kept at all times on site. A large (not less than A3 size) copy of the TPP must be placed on the site office noticeboard. The general sequence of events should be as follows:

Stage 1: Pre-commencement site meeting involving the site manager/foreman and arboriculturist. The local authority arboricultural officer may also be notified of this meeting in good time to allow the opportunity for he/she to attend. Mark out positions for tree protection and discuss all tree protection issues.

Stage 2: Mark out footprint of annexe and lay ground protection as per TPP and inspect.

Stage 3: Dig foundations as per the detailed methodology

Stage 4: On completion, inspect and then remove ground protection.

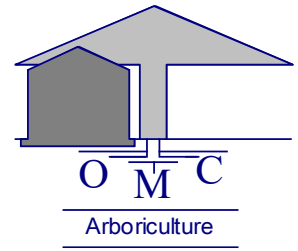
4.2 ARBORICULTURIST INVOLVEMENT

The arboriculturist will monitor the development through periodic site visits or in accordance with an agreed schedule. Regularity will be determined by the impact of the scheme on trees, the complexity of protection and the significance of trees. The inspection record will be completed and signed off after each visit.

Any discrepancies to the approved, implemented protection shall be highlighted and the site arboriculturist recommended course of action implemented immediately, if necessary, stopping all development until resolved. A re-inspection will be organised to ensure satisfactory resolution.

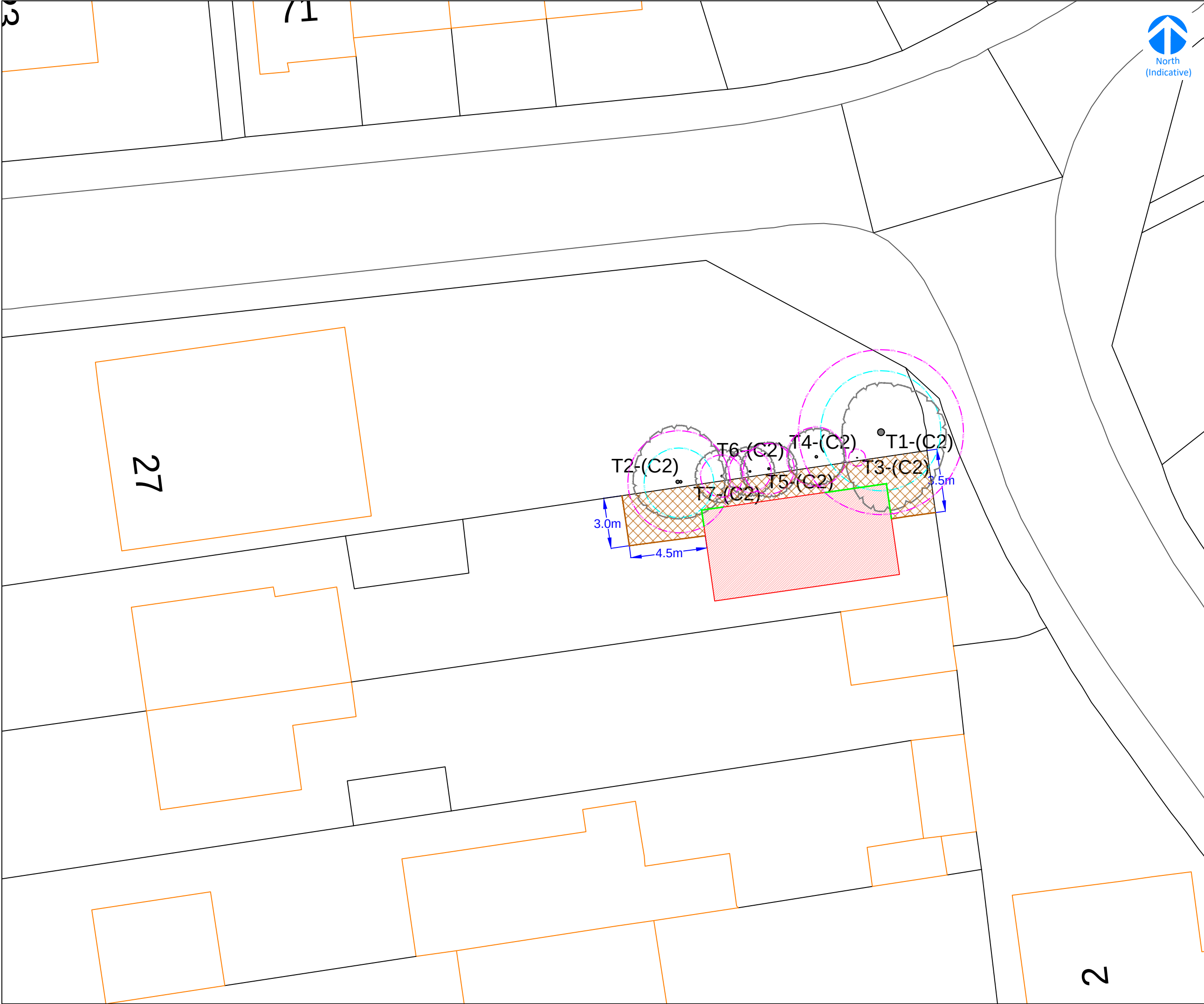
The site manager will contact the arboriculturist immediately if damage to trees or root zones occurs.

Once all works are complete, arrange post construction meeting to ensure no damage to trees and RPAs. (Organise remedial works as recommended by the arboriculturist where damage noted). Remove temporary protection.



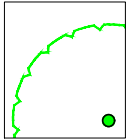
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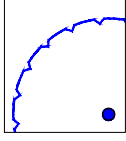
Appendix A Tree Protection Plan

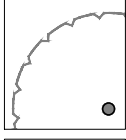


DO NOT SCALE - Use only figured dimensions
To be read in colour

BS 5837:2012 TREE RETENTION CATEGORIES

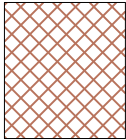
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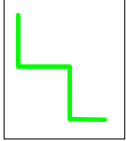
Category A
Trees of high quality and value: in such a condition as to be able to make substantial contribution (a minimum of 40 years is suggested)
- 

Category B
Trees of moderate quality and value: those in such a condition as to make a significant contribution (a minimum of 20 years is suggested)
- 

Category C
Trees of low quality and value: currently in adequate condition to remain until new planting could be established (a minimum of 10 years is suggested), or young trees with a stem diameter below 150mm.
- 

Category U
Trees in such a condition that any existing value would be lost within 10 years and which should, in the current context, be removed for reasons of sound arboricultural management.

 BS 5837 Ground Protection
(refer to Section 3.1 of the Arboricultural Method Statement for description and specification)

 Foundations
(refer to Section 3.3 of the Arboricultural Method Statement for description and specification)

- 

RPA (Root Protection Area)
- 

Adjusted RPA

REVISIONS		

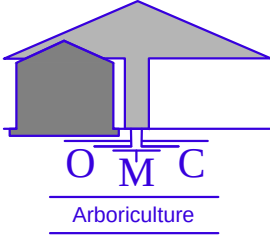
Title
Tree Protection Plan

Client
Wells

Project
29 Weston Way, Baldock, Herts, SG7 6EZ

Date 18 Sept 2026	Drawn by CS
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Project Ref. 2542_TPP	Scale 1:200 @ A3
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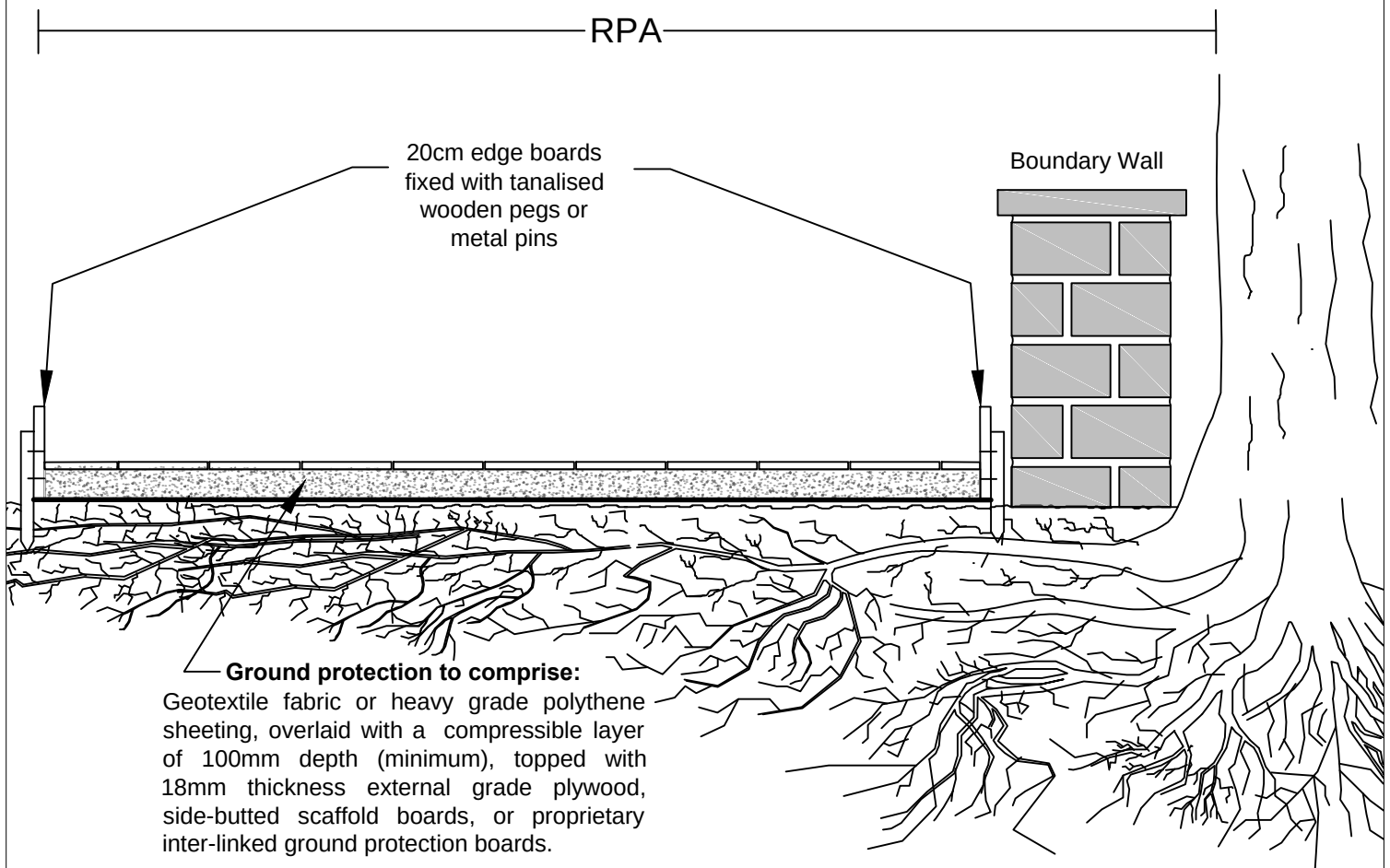
Appendix B Details for ground protection

INSTALLATION OF GROUND PROTECTION



Ground Protection for Pedestrian Use within Tree Root Protection Areas Where Protective Fencing is not Deemed Necessary

To avoid damage to roots and soil structure within the RPA, temporary ground protection will be installed using hand tools and wheelbarrows only. Wheelbarrows will only be used on boards or on retained/completed hard surfacing to avoid rutting.



To remain in place until all construction work is complete.



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Appendix C Gutter Guards



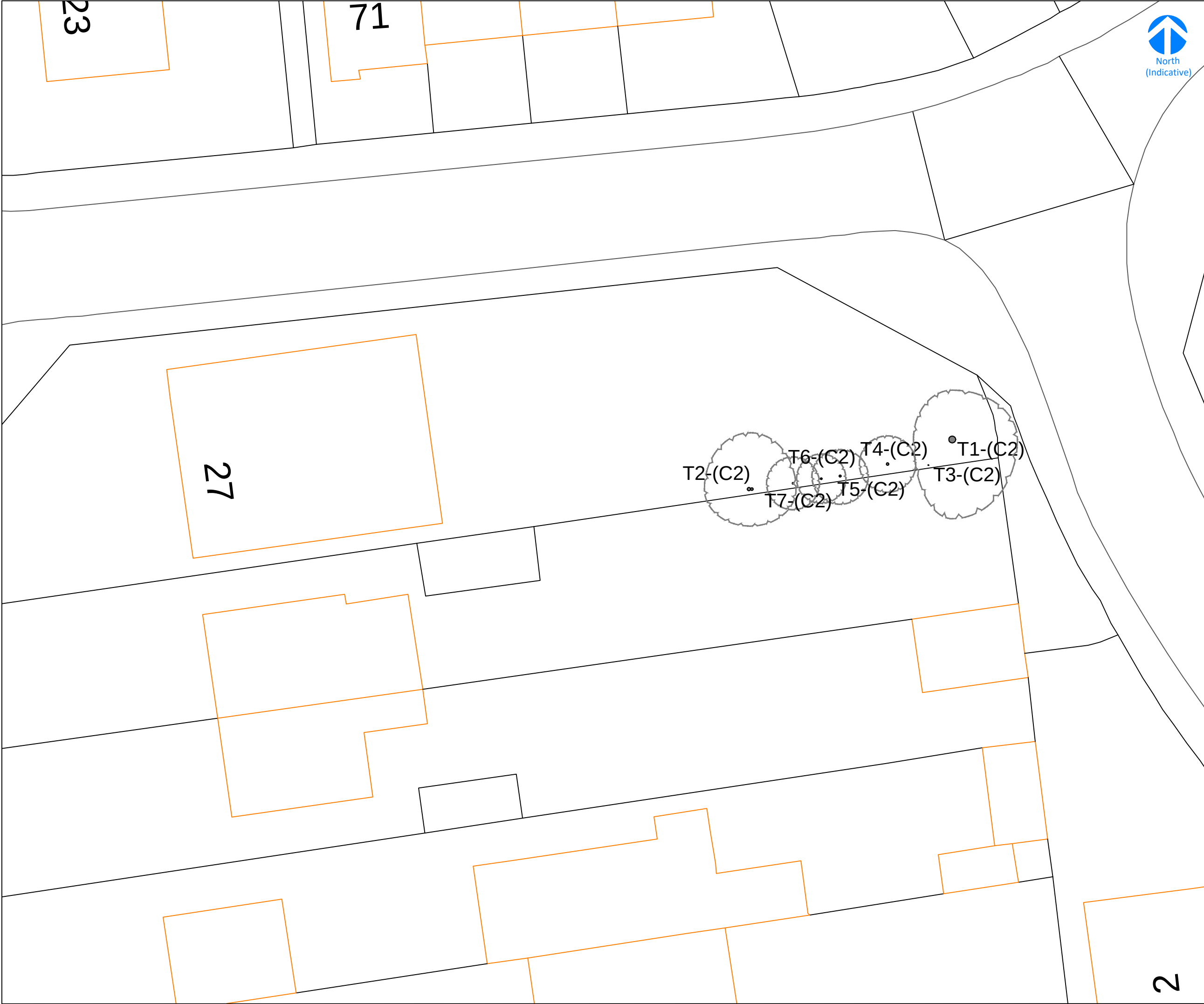


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Appendix D Tree Schedule and Tree Survey Plan

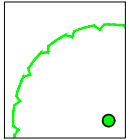
Arboricultural impacts assessment

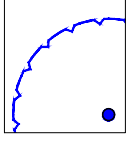
ID	Species	Age Class	Dia. At 1.5m (mm)	Height (m)	Crown Height	1 st branch	Crc wn Radius				SULE	Condition Physiological	Condition Structural	RPA Radius (m)	Quality Category (BS:5837)	Tree-Work	Site: 29 Weston Way, Baldock, Herts, SG7 6EZ
							N	S	E	W							OMC Associates www: omc-associates.co.uk
Comments																	
T1	Weeping willow (<i>Salix x chrysocoma</i>)	M	390	6	4		2.8	4.5	3.7	2.2	10-20	Fair	Fair	4.68	C2		Recently re-pollarded to 4.8m; growth to 6m; twisted stem; indifferent form
T2	Cherry species (<i>Prunus</i> sp.)	EM	190,150	5			3.2	2.1	2.6	2.6	10-20	Fair	Fair	2.9	C2		Dual stemmed; heavily topped; off-site
T3	Cherry domestica (<i>Prunus</i> sp.)	Y	40	2			0.8	0.8	0.8	0.8	20-40	Fair	Fair	0.48	C2		Sapling
T4	Common pear (<i>Pyrus communis</i>)	Y	140	3.6			1.6	1.6	1.6	1.6	>40	Fair	Fair	1.68	C2		Established sapling
T5	Common pear (<i>Pyrus communis</i>)	Y	120	4.2			1.5	1.6	1.6	1.6	>40	Fair	Fair	1.44	C2		Established sapling
T6	Common pear (<i>Pyrus communis</i>)	Y	100	3.3			1.4	1.4	1.4	1.4	>40	Fair	Fair	1.2	C2		Established sapling
T7	Common pear (<i>Pyrus communis</i>)	Y	100	2.9			1.5	1.5	1.5	1.5	>40	Fair	Fair	1.2	C2		Established sapling

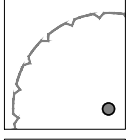


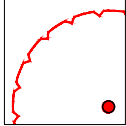
DO NOT SCALE - Use only figured dimensions
To be read in colour

BS 5837:2012 TREE RETENTION CATEGORIES

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REVISIONS		

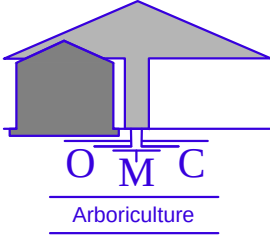
Title
Tree Survey Plan

Client
Wells

Project
29 Weston Way, Baldock, Herts, SG7 6EZ

Date 18 Sept 2026	Drawn by CS
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Project Ref. 2542_TSP	Scale 1:200 @ A3
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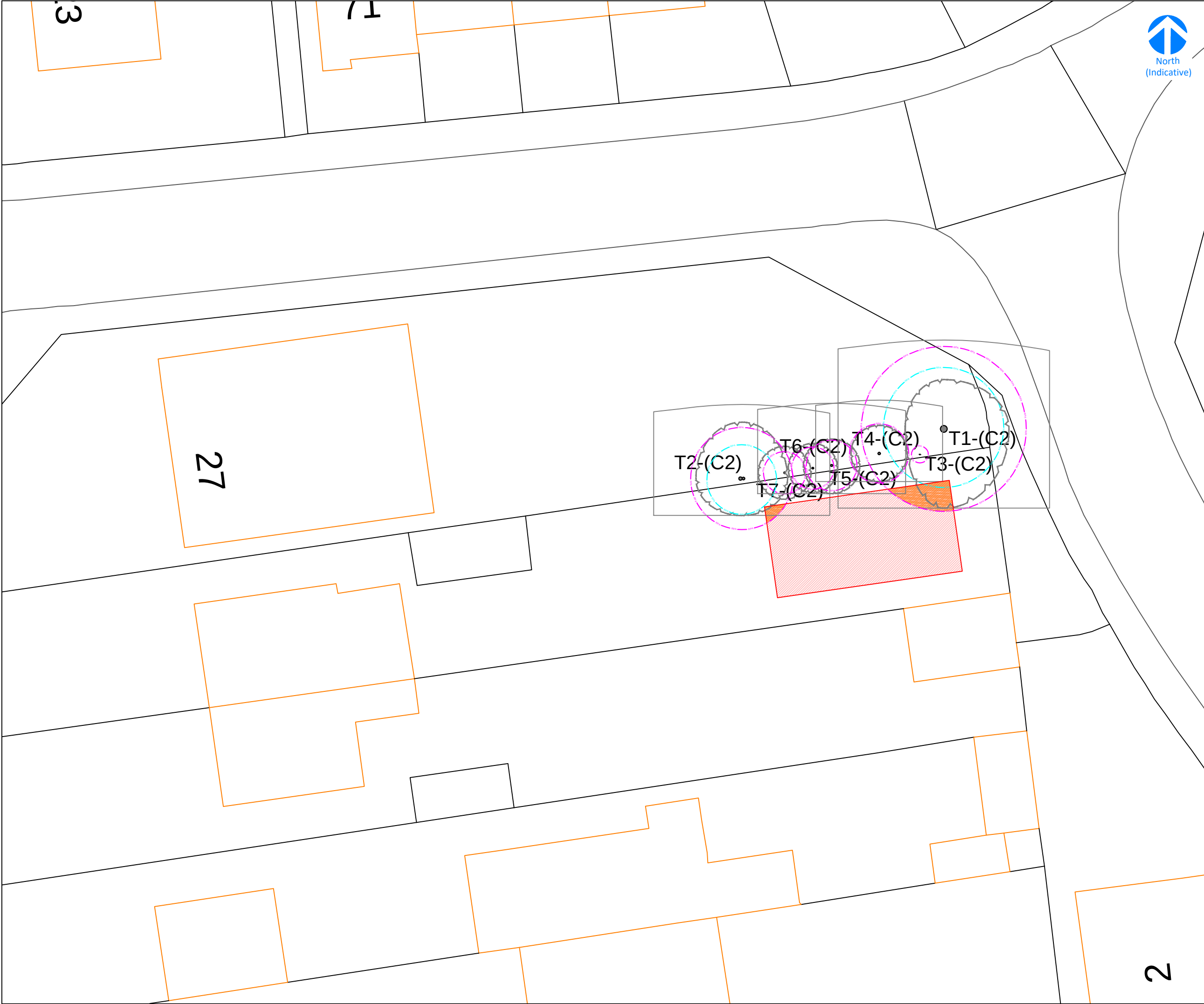
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Arboriculture

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Appendix E Tree Constraints Plan

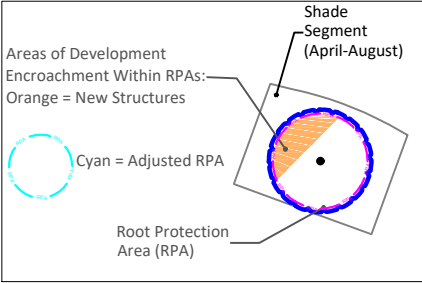


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Tree Constraints



REVISIONS		

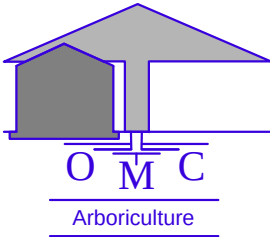
Title
Tree Constraints Plan

Client
Wells

Project
29 Weston Way, Baldock, Herts, SG7 6EZ

Date	Drawn by
18 Sept 2026	CS

Project Ref.	Scale
2542_TCP	1:200 @ A3



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Appendix F Record of inspection

PURPOSE OF VISIT	TIMING	DATE	PERSONNEL PRESENT	REMOTE - PHOTO BASED	OBSERVATIONS AND RECOMMENDATIONS	SIGNATURE	COMPLETE Y/N
1. Appoint arboriculturist to oversee all arboricultural issues on site.	Pre-commencement						
2. On-site tree protection induction with construction team, arboriculturist & tree officer (if attending); mark out tree protection if necessary*	Pre-commencement						
3. Lay ground protection detailed as in TPP - Inspect	Pre-Commencement						
4. Construct foundations - Monitor	During construction						
5. Final, completion inspection and identification of any remedial actions prior to removal of protection	Completion of scheme						

* Tree protection may be put in place and inspected at the same time as the site induction/meeting in some circumstances.

Project Contacts

Council Tree Officer:	Tree Officer –North Herts DC		
Site Manager:	TBA	-	-
Arboriculturist:	Christopher Overbeke - OMC Associates	01223 842253	chris@omc-associates.co.uk
Project Agent:	Tom Donovan – Peter George Planning		tom@petergeorgetownplanning.com