
COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 2nd SEPTEMBER 2025 AT 7.30 PM AT THE STEYPING CENTRE

Present: Cllrs I Alexander (Chair), Linfield, S Alexander, Johnson, Hanson, Norcross, Sharp and Lloyd.

Clerk: John Fullbrook

Members of the public: 11

Meeting Commenced : 7.30 pm

DRAFT MINUTES

C/25/12 APOLOGIES FOR ABSENCE

12.1 Apologies received from Cllr Young.

ACTIONS

C/25/13 DECLARATIONS OF INTEREST AND DISPENSATIONS

13.1 None

C/25/14 QUESTIONS FROM THE FLOOR {in summary}

14.1 A member of the public gallery asked the Chair for permission to comment on, or be available to answer members queries, during the appropriate item of this meeting, and the Chair agreed. {Item 18.2}

C/25/15 MINUTES OF PREVIOUS MEETINGS - To agree 3rd June draft minutes.

15.1 Cllr I Alexander **proposed, seconded** by Cllr S Alexander to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 3rd June 2025. **Agreed**

C/25/16 MATTERS ARISING AND ACTIONS - These items were taken as read.

16.1 Steyping tennis club permissions for court resurfacing works agreed and relayed to club – **Actioned**

16.2 Projects update – the clerk to take Community priorities to F&GP – **Actioned**

16.3 Clerk to work with Cricket Club on precise location of interpretation board installation – **Actioned**

16.4 Clerk to inform District Partnership that they can proceed with planning app. as the 'agent' – **Actioned**

16.5 Clerk to distribute pdf interpretation board design for Cllrs to complete final proof reading – **Actioned**

16.6 Clerk to ensure interpretation board project is top priority for the coming year – **Actioned**

16.7 Clerk to pass on positive response to vehicular access request & complete signed agreement – **Actioned**

16.8 Clerk's office to take MPF non-paying vendor to small claims court – **Actioned**

16.9 Both elements of the Tree Assessment Audit to proceed – **Actioned**

16.10 Clerk to begin Com. Engagement with 10 properties adjacent the Abbey Road stream – **See item 18.3**

16.11 Vistry agree to ongoing SPC engagement with regards to Play Area installation at Glebe Fm – **Actioned**

- 16.12 Clerk to relay to WSCC Highways engineers that non wooden 'Railings option' would not work – **Actioned**
- 16.13 Deputy Clerk to ascertain date for DMMO Court appearance representation & ensure covered – **Item 18.1**
- 16.14 Clerk to inform Steyning FC that Pitch Marking diagram is fine to proceed for this season – **Actioned**
- 16.15 Memorial Bench request details to be brought back to Committee – **Actioned / See item 18.2**

C/25/17 FINANCE AND GOVERNANCE

- 17.1 **To accept the I & E Reports.** Cllr I Alexander **proposed, seconded** by Cllr Norcross that the Community Income and Expenditure reports for April, May, June and July 2025 be accepted as a true and fair record. **Agreed.**

C/25/18 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

18.1 Outstanding DMMO Court proceedings date agreement

This definitive map modification order deals with a footpath towards the rifle range. An initial 'Hearing' took place earlier in the year and since then there has been a challenge. The Planning Inspectorate have proposed a two day public enquiry. The date for this is agreed for the 4th and 5th of March 2026.

18.2 Memorial Bench request which involves different approach/design concept, from a Suicide Prevention charity

CLERK

The Clerks office were approached by a local group - '**Freyja's calling**', and the supporting papers detailed both the nature of the request and the type of bench, which includes an inscription and QR code with advice and contact details for those who might need help in this regard. These details being illuminated by a solar powered LED light. A number of residents were at the meeting and spoke in support of its installation. It was further noted that the main requester, together with the Clerk, had checked a number of sites on SPC land and had selected a preferred option for Cllrs to consider– that being near the entrance, on the MPF. Cllr I Alexander **proposed, seconded** by Cllr Norcross that SPC support the installation of the *{Suicide Prevention Charity}* Bench in the location agreed between the requester and the Clerk. **Agreed**

18.3 Ongoing stream bank management at the Abbey Road site.

CLERK

The Clerk updated members on the first phase of works associated with the necessity to manage the stream at Abbey Road due to the Councils riparian responsibilities to do so. These works were to clear a part of the stream banks on the west of the site, as a tree had fallen and was beginning to block the stream's flow. This also started the process of bramble clearance, which had been requested by property owners. The fallen tree had broken a fence, and the Clerk had asked the contractor to remove dead branches from another adjacent ash tree to avoid similar issues.

18.4 To consider the future management of Steyning's twittens and urban pathways.

Cllr Johnson spoke in support of this item. A comprehensive and well-presented map showing all the twittens and pathways throughout Steyning had been compiled by Greening Steyning/ The Climate Action Group. These pathways are almost entirely owned by WSCC, but their maintenance is generally felt not to be up to standard, with often trees and bushes occluding access, or surfaces often either uneven and breaking up if tarmac, or muddy or overgrown. Members considered organising a team of locally sourced volunteers to help the process and ensure residents were therefore better served. These works would however need risk assessment, supervision and any waste material would need to be hauled off site.

- 18.4.1 A grant might be available to assist this process but that it would have to be applied for by a local group, not SPC. Cllr I Alexander **proposed, seconded** by Cllr S Alexander that SPC support Greening Steyning making an application for this sustainable travel grant as described by Cllr Johnson. **Agreed**

CLERK

18.4.2	Cllr I Alexander proposed, seconded by Cllr Johnson that the Clerk be delegated to discuss the Twitten issues as discussed, with WSCC, and express an interest in potential future maintenance of them in terms of vegetation and surface with a view to long-term control and management of them. Agreed	CLERK
18.4.3	The members also suggested that the QR coded notices suggesting residents report overgrown passageways which had been previously printed by SPC be once again distributed/ displayed adjacent some of the twittens where issues occur.	CLERK
18.5	Request from the Allotment Association for an additional autumn skip service as per last year. The Cost was approx. £240 per skip. Cllr I Alexander proposed, seconded by Cllr Hanson that SPC purchase Autumn skips and distribute to the allotments. Agreed	CLERK
18.6	To agree to recommend to F&GP the acquisition of HDC Land Assets as set out and detailed within the supporting papers, and to ensure these assets are managed effectively for Steyning residents. The Clerk had prepared land registry documents for each piece of land HDC was potentially passing on to SPC, plus the HDC Community Asset Transfer policy, which provides the framework and mechanisms for actual asset transfer if this is what SPC wants to do. Members noted that the application process involves three main stages, the 'Expression of Interest', an 'Internal HDC Review', then a 'Formal Application'. The process might considerably increase the amount of land held by SPC, and therefore potential associated liabilities and opportunities. A list of ' <i>Pros and Cons</i> ' was also outlined for Councillor awareness.	
18.6.1	Bramber Brooks - Title Number WSX445172 There was much discussion on this item. Not all the information was available at this stage in terms of financial liabilities, but it was pointed out that these liabilities could well counter – balance any potential car park income generation, and this might help the business case, should SPC take on its management. It was stated that its stewardship would likely need conservation expertise, and potentially if its long-term future as a wildlife haven were under threat, to own it and then lease it out to the likes of the Sussex Wildlife Trust could be an option. Cllr I Alexander proposed, seconded by Cllr Sharp that the Clerk be asked to continue negotiations with HDC, because if SPC are putting together a business plan there is a need to know their intentions and estimates for running Bramber Brooks, plus an understanding of other income streams / grants. Agreed	CLERK
	Cllr I Alexander proposed, seconded by Cllr Sharp that SPC engage in discussions with the Sussex Wildlife Trust and any other similar organisation to see what their interest or views are on Bramber Brooks. Agreed	CLERK
18.6.2	Penlands Vale – WSX89957 There are two small parcels of land involved here. One a mini village green with grass and small trees, and one a sloping piece of land with grass / tree, in-between properties. It was felt they could potentially allow for a potential future seat and or a grit bin or notice board installation. Cllr I Alexander proposed, seconded by Cllr S Alexander that SPC express an interest in these pieces of land. Agreed	CLERK
18.6.3	Shooting Fields Pathway/Twitten – WSX253336 This is the long footpath and adjacent verges from Dingemans to the Steyning Grammar School Shooting Field entrance. Cllr I Alexander proposed, seconded by Cllr Norcross that the Clerk on behalf of SPC expresses an interest. Agreed	CLERK
18.6.4	Normans Way (Access to SPC Play Area) – WSX271279 The land provides an access way to the SPC Normans Way Play Area. Is mostly grass/ mud with one tree and some bushes. Cllr I Alexander proposed, seconded by Cllr Hanson that the Clerk on behalf of SPC expresses an interest. Agreed	CLERK

- 18.6.5 St Andrew's Church Grounds – WSX351257**
It was felt that the details of the existing arrangement and the Churches viewpoint could be sought, in advance of bringing this item back to the next meeting. Cllr I Alexander **proposed, seconded** by Cllr S Alexander that the Clerk ask Father Mark to meet with him and the Community Chair to further discuss this matter. **Agreed** **CLERK**
- 18.6.6 Land on Southwest side of Church Street – SX98492**
This is the land on the east side of the stream at Fletcher's Croft. Cllr I Alexander **proposed, seconded** by Cllr Norcross that the Clerk on behalf of SPC expresses an interest. **Agreed** **CLERK**
- 18.6.7 Car park and recreation Ground at Fletchers Croft – WSX294881**
This is the land on the west side of the stream at Fletcher's Croft, and involves main car park and adjoining grass and tree verges to the south plus exercise area and play area footprints to the north. {There was no map available with this Land registry document for the meeting}
Cllr I Alexander **proposed, seconded** by Cllr Lloyd that the Clerk on behalf of SPC expresses an interest. **Agreed** **CLERK**
- 18.6.8 Land at Vicarage Lane {Fletchers Croft festival field} – WSX295164**
This is the land on the west side of the stream at Fletcher's Croft, and mainly consists of the Steyning festival field, plus includes access road and parking bays plus grass verge on other side of access road. Cllr I Alexander **proposed, seconded** by Cllr Johnson that the Clerk on behalf of SPC expresses an interest. **Agreed** **CLERK**
- 18.6.9 High Street Car Park with Bus shelter – WSX295555**
Cllr I Alexander **proposed, seconded** by Cllr Johnson that the Clerk on behalf of SPC expresses an interest. **Agreed** **CLERK**
- 18.6.10 Land at Tanyard Lane & Elm Grove (Newmans Gardens Car Park) – WSX295191**
Part of the land has a covenant placed upon it. And part of the land has been removed from the original title and registered under a separate title – number WSX371530 – this having been used as a carpark by the company B&W. This allowed for a potential additional parking place for high street businesses or local residents. Members were also reminded that the main carpark was agreed to be resurfaced and re-marked in a different configuration by HDC, this being stated every year for the past five years. Cllr I Alexander **proposed, seconded** by Cllr Sharp that the Clerk finds out more about the covenant (marked in blue on the title deeds), and subject to there being nothing on that covenant that is too restrictive or onerous, that then SPC would wish to submit an expression of interest. **Agreed** **CLERK**
- 18.6.11 Steyning Health Centre, Tanyard Lane – WSX191021**
This is the land upon which is situated the Steyning Health Centre. Some concern was raised about ensuring that assuming it was not particularly relevant for SPC to bid for ownership, that at least the tenure of the Health Centre was to be secured and at the very least the Health Centre staff be made aware of the situation. Cllr I Alexander **proposed, seconded** by Cllr Linfield that the Clerk on behalf of SPC talks to the Health Centre Management Team and find out more information about what they want to do and where they want to take this matter. **Agreed** **CLERK**
- 18.6.12 Swimming pool and car park at Steyning Grammar School – WSX258463**
This is the land upon which is situated the Steyning Swimming pool. Some concern was raised about ensuring that assuming it was not particularly relevant for SPC to bid for ownership, that at least the tenure of the Swimming pool should be secured and at the very least the School and the Swimming pool contractors should be made aware of the situation, or if they are already aware, that then SPC find out more about the situation before making any decision, as more than anything else, there needs to be an assurance that the swimming pool facility was not lost to the Steyning residents. Cllr I Alexander **proposed, seconded** by Cllr Sharp that the Clerk expresses an interest for this title. **Agreed** **CLERK**
But that also, Cllr I Alexander **proposed, seconded** by Cllr Sharp that the Clerk on behalf of SPC talks to WSCC, the school governors, school foundation, contract managers and HDC to find out more about what's involved in this instance, with the future of the swimming pool. **Agreed**

C/25/19 ONGOING ITEMS NOTIFICATION – Any actions or ongoing items from the June meeting not dealt with within this agenda will be taken forward to the next Community Meeting.

CLERK

C/25/20 INFORMATION / CORRESPONDENCE ITEMS

- 20.1 Information concerning other Community Committee orientated issues, or work in progress or achieved over the summer period was updated upon by the Clerk as follows:-
- Red Crosses painted on Highways/ Crossings / Roundabout. – Many enquires received, with the office saying to residents that they need to take this matter up with WSCC and then pointed out contact details to do so.
 - Recycling Bins at Fletchers Croft being regularly turned over. Having been put back in place twice by the SPC office. This will be brought back to Full Council.
 - Car Park signs and numerous finger posts being turned to face incorrect directions – Again the office has been organising for these to be put back correctly into position only to find three being turned back into incorrect positioning once more. One sign has been dug out and concreted back into position twice. – this is clearly somewhat annoying and an unwanted expenditure. The Neighbourhood wardens are trying to keep a closer eye on things.
 - The small twitten from Charlton Street to the MPF has at last been resurfaced by WSCC after many years and different attempts to lobby for its completion. It is relatively small but was understood to be costly. The contractors also managed to remove the long since defunct SPC ‘kissing gate’, and the result is in comparison to before is very impressive
 - There has been much work achieved by the volunteers during the Abbey Road working party days – and a more detailed report will be brought back, and discussed at the next meeting.
 - The Steyning Partnership and others have continued to work very hard on the details of the interpretation board project, and a planning application has now been submitted to HDC for their installation. Many thanks are extended to Mr Barnes, Mr Bisset-Powell and Mrs Muncey for this work.

CLERK

CLERK

CLERK

CLERK

C/25/21 DATE OF NEXT MEETING – 4th November 2025 at 7.30 pm.

Meeting ended at 9.02 pm

Signed by the Chair: Date: 4th November 2025

A recording of this meeting can be found using this link:
<https://www.youtube.com/watch?v=MdChZghKyMk>

Community Matters and Open Space Projects

Briefing Note

6.1 Abbey Road Conservation Area Update

Abbey Road update and request for additional trees.

General update.

Volunteers continue to hold monthly work parties. Recent work included:-

- cleared stream side of vegetation.
- rough grass areas strimmed for daffodils to show next Spring.
- prepared area behind orchard against wall for Morello Cherries to be planted in Feb.
- cleared multiple tree branches from paths in recent months.
- cleared around the 125 hedging plants planted in March. 95% survival rate despite the dry summer.
- The 12 orchard apple trees planted so far are thriving. The 3-4 yr old trees all had good crops this year.
- The Ouse and Adur River Trust (OART) completed the first stream macro-invertebrate survey for 3 years. Results were OK, but down on earlier surveys. Investigating possible reasons for this with OART. Eg timing of survey, silt build up, previous pollution events etc.

Other recent survey results have included identification of additional species that included :-

Birds

Just had our 45th Bird species confirmed by Phil Clay (Mumbles ringing site). It is a Meadow Pipit. Other bird species including Swift, Swallow, House Martin, Nightingale, Tree Creeper, Buzzard, Red Kite, Little Egret, Grey Wagtail, Cetti's Warbler, Kingfisher, Tawny Owl, Reed Warbler and Willow Warbler.

Mammals

Fox, Badger, Field Vole, Bank Vole

Reptiles.

Common Lizard

Amphibians

Frogs, Toad

Insects

Roesel's Bush Cricket, Beautiful Demoiselle Dragonfly, Azure Damselfly, Broad Bodied Chaser Dragonfly, Black & Yellow Longhorn Beetle, Alder Beetle,

Plants

Water Figwort, Gypsywort, Bullrush, Cuckoo Flower, Stone Parsley.

350 Biological Records for the Abbey Rd site have been entered onto iRecord* since 2021.

Woodland Trees and shrubs

The Abbey Road site had a good selection of native trees when we started work here in 2020. These were:- Willows (many sp.), English Oak, Italian Alder, Lime, Narrow-leaved Ash, Silver Birch, White Poplar, Field Maple, Crab Apple (back of orchard), Norway Maple, Wild Cherry.

Since then, we have added these:

Alder. x5, Silver Birch x6, Black Poplar x9

Elm (Disease resist.) x 2, Apple x12 (in orchard), Hazel x12, Hawthorn x12, Buckthorn x 5, Rowan x10.

But there is still plenty of space for a number of additional trees and shrubs.

The following species are all suitable for wet/damp soils and would add additional diversity to the mix of trees and shrubs, and improve the habitats for wildlife at the same time.

If agreed, I would like to purchase the following.

All from the Woodland Trust. These small saplings arrive about 2' tall, but with good protection and after care (which we will provide) they are much better value than larger trees that could easily cost up to £70 each from other suppliers. All our Black Poplar trees arrived at about this size, and those we planted in 2022 are already over 10' tall.

Trees: (Pack of 4)

Downy Birch. (Betula pubescens) £16.95 ea.

Whitebeam (Sorbus aria) 16.95 ea.

Oak. Sessile (Quercus petraea) £16.95

Shrubs: (Pack of 4.)

Guellder Rose. (Viburnum opulus) .2 pks of 4 @16.95 ea. = £33.90 WT

Spindle (Euonymus europeaea). 2 pks of 4 @16.95 ea. = £33.90 WT

Total £118.65. Free delivery

I have also requested some more (free) Black Poplars from the Western Sussex Rivers Trust/Wakehurst. These would be planted nearer the stream after consultation with OART.

Roger Brown , Volunteer leader. Abbey Road Conservation Area.

NB - Members need to consider and potentially agree to Rogers request please.

6.2 Report concerning the recent SPC Tree Condition Report and the remedial works being undertaken or soon to be scheduled for completion

There is much information contained within the supporting papers for this item. Doc 6.2.2 shows one of the report tree location maps, in this case the MPF, and the highlighted reference points refer to works already being undertaken to the trees in question, and the Clerk will distribute copies of quotes relating to these works for members information during the meeting. The report that follows the map within this Doc has highlighted points that signify that works are either being completed by contractors already, or will be undertaken within the timeframe noted under the risk assessment priority framework (given contractors availability and favourable weather conditions).

To remind members, - The Fletchers Croft Docs (numbered 6.2.3/4/5) were completed so that SPC could be made aware of the potential liabilities associated with the Fletchers Croft Asset acquisition, and inform HDC accordingly, rather than there being a need for our Council to complete the remedial works noted.

These papers are distributed for members information, as it is a function of the Clerks office to carry out remedial works, based upon the three yearly reports to maintain the welfare of the community, by avoiding tree safety issues, and given that there is money set aside in the budget to do so.

Members may recall that this committee agreed last year to plan ahead and set aside £9,750 into SPC reserves in order to deal with likely remedial works associated with the report findings.

The Clerk would welcome committee's agreement for continued delegated authority to complete as many remedial works as is possible given the limits of the monies set aside within the SPC Reserves and the remainder of the annual budget line for this year.

6.3 Report from the Clerk, updating on Grass and Street Cleaning contracts.

The Clerk will report on these contracts and pass on recent pertinent comments from the contractors – No decisions are required under this item

6.4 To discuss and agree a further requested memorial bench installation on the MPF

On the 17th September the Clerk received the following request:-

My name is Jaqueline [REDACTED] and I am writing to you on behalf of our family . Our eldest son Stephen [REDACTED] had lived in Steyning for over 25 years . Elm Grove ,Breach Close, and Penfold Way . He worked in and around the village and was a big supporter of the football club in playing and coaching . His four children all attend the local schools. Sadly last September Stephen died by his own hand . He was 50 years old . In remembrance of Stephen we would like to purchase and install at our cost , and to your specifications , a wooden seat with a small brass plaque to be placed in the recreation ground as a point of quiet reflection of a lovely person who loved your village . I look forward to your kind response . Thank you .

The Clerk has since met with Stephens parents on site and agreed that a new recycled plastic bench could be purchased by their family with Committee's permission to replace an existing wooden one in poor condition and which has reached the end of its 20 year commemorative lifespan



The Clerk needs permission to go ahead with this installation of Bench and paving/ groundworks please – costed at **£1478.67 (inc VAT)**.

6.5 To discuss and agree the first two planter installations for the memorial field entrance {Action Plan project}, and to further consider future MPF entrance enhancement

The Clerk and Community Chair recently had a meeting with the Steyning in Bloom group and one item which was confirmed by the group was their desire to help purchase a large planter for the MPF entrance area – as they had set aside £500. The Cricket Club had also indicated that they would set aside £500 for a planter for this entrance.

The full effect of the installation is represented by the photoshopped picture below.



The Clerk needs permission to go ahead with the purchase of the Planters please, so that the installation could be commenced for early spring of next year – the following information details the preferred planter option and its dimensions – which fit the gaps between the seats adjacent the Car Park and the elliptical shape helps to avoid impinging upon the Cricket playing area.

Dimensions

Length (mm)* - 1550

Width (mm)* - 800

Height (mm)* - 1000

Top Lip (mm) – 50

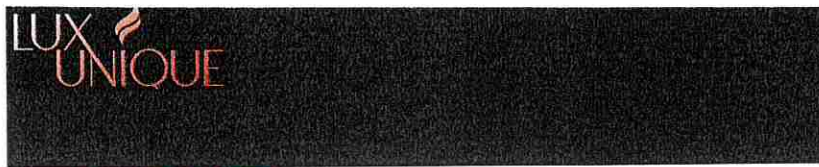


50mm Single fold

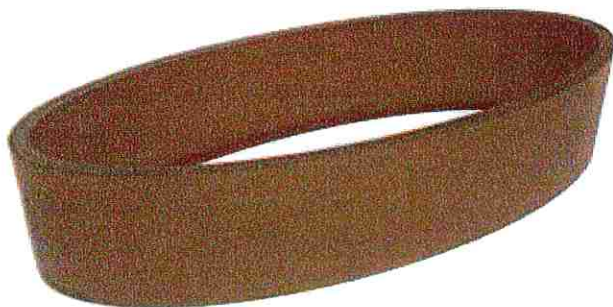
Volume **974 L**

Weight **98 KG**

Price (inc. VAT) **£ 886**



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6.6 To consider two new potential TRO requests

There have been two recent requests from residents for further TRO's that members might want to consider as potential projects for next year's Business Action Plan, and they are outlined below.

Coxham Lane

'I recently made an application to Horsham council regarding having double yellow lines placed at the end of Coxham Lane principally on the grounds of pedestrian safety. I believed that as there is no footpath and that they would affect no one save the few that park selfishly and irresponsibly that road safety would be a priority; however they insist I have the backing of the local Parish Council before they will consider my application.

Coxham Lane terminates in a dead end, the short spur on the left allows access purely to The Beeches & 2 Coxham Cottages whilst also allowing larger vehicles including dust carts to turn around. There is no footpath at this point but 3 Twittens converge on it and those pedestrians needing to use this road way include local Residents, the vast majority of those attending the 2 Steyning Schools & Steyning Football Club who are either their way to these points or going to the High Street / Doctors Surgery / car parks activity occurs throughout the day and night.

Due to the proximity of the leisure centre runners also use Coxham Lane as well as residents walking dogs when heading to local fields. Unfortunately over the last few years more and more drivers are using the bottom of Coxham Lane as a car / van park at all times of the day, and this obscures views when travelling down Coxham Lane of the Twittens from both the High St and the School / Football Club directions, so it is only a matter of time before someone or their dog is injured because visibility is now so poor - a small child running into the road in any direction or a cyclist / scooter rider (of any age) flying out of a Twitten (mainly from the school side) or indeed an elderly resident using a mobility scooter who are lower than most.

On leaving my driveway I can no longer see down Coxham Lane so have to creep out and hope anyone travelling the opposite direction will make themselves known as there is nowhere to go and a head on accident would be impossible to avoid. Aside from those parking I have witnessed drivers at speed coming to this point to turn around regardless of the lack of visibility - unbelievably often to drop kids going to school or the football club. The turning area being blocked also means large delivery vehicles having to back out of the lane and onto Horsham Road again creating potential accidents. On a personal note access to and from our driveway during school start and finish times is almost impossible and delivery agents trying to go about legitimate business are also impeded.

Placing yellow lines on the corner approaching the entrance to our driveway (parking should be illegal here anyway as it's a corner) opposite the drive (Football ground end), and at the end of Coxham Lane outside number 26 can only make the area safe once more for the huge numbers of pedestrians using this crossing point whilst allowing unhindered access for myself and my neighbour to our driveway, the only people to be negatively affected will be those that currently fail to use the car park - (as with your offices in Steyning is but a 2 minute walk away) and also all of the properties in the lane have ample parking for their own vehicles.'

Tanyards Lane

Anyone who uses Tanyards Lane from the turning at Church Lane to the entrance of the Health Centre know how difficult it can be to negotiate a route past the parked cars if there are cars or especially larger vehicles/ buses coming in the opposite direction. Despite the installation of bollards on the pavement to avoid the practice – frequently vehicles mount the pavement to get by, and this is a major safety concern for pedestrians/ home owners.

The problem here is that there are few options for residents to park elsewhere – except in the Car Park. This TRO could be that a discussion is opened with the Highways engineers so that they attempt to come up with a better solution – rather than members be prescriptive with their proposed solutions. One option that has often been muted is that of a permanent one way system – similar to that which is successfully used during high street events. Is it time for SPC to properly explore this as an option?

Items 6.7 to 6.12 are relatively swift updates from the Chair and the Clerk concerning various SPC ongoing projects – with no Briefing notes being necessary



Gale Tree Consultancy

Tree Condition Report

Steyning Parish Council – various sites

September 2025

Ref: TCR/668/25

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Executive Summary

Memorial Playing Field and Rublees Allotments

- Fifteen trees and one group of trees were recorded as requiring further action
- Two trees require felling, and due to their location, have been given a HS1 priority rating meaning they need to be done within 2 months of the reports date

Canada Gardens Allotments

- Three individual and one group of trees were recorded as requiring further action

Godstalls Lane

- Two dead English elm trees require felling within one year of the reports date

Cripps Lane

- One group and two individual trees were recorded as requiring further action

Abbey Road

- Four individual trees and one group of trees were recorded as requiring further action
- One tree was recorded as Urgent with this being relayed to the Clerk of the Parish Council
- One tree was recorded as HS1 meaning they need to be done within 2 months of the reports date

The Steyning Centre

- Three individual trees were recorded as requiring further action; however one was given the priority of General Maintenance meaning reasons for the interests of good arboricultural management
- Reassess all sites in three years from the reports date



1.0 Introduction

1.1 Client and Address

- John Fulbrook, Clerk, Steyning Parish Council, Steyning Centre, Church Street, Steyning BN44 3XZ

1.2 Site Address if Different from the Above

- Memorial Playing Field and Rublees Allotments
- Canada Garden Allotments
- Abbey Road area, including the playground
- Cripps Lane
- Godstalls Lane
- The group of trees outside the Steyning Centre

1.3 Date of Inspection

- w/c Monday 8th September 2025

1.4 Name of Inspector

Andrew Gale *MICFor Dip Arb L6 (ABC) M.Arbor.A*

1.5 Our Reference

- TCR/668/25

1.6 Instructions Received

- I have been instructed by the Clerk to the Parish Council to undertake a walk over inspection of the trees recorded within the inventory ref TCR/060/15
- I am to provide my findings in the form of a report detailing any remedial work that may be necessary

1.7 General Description

Memorial Playing Field and Rublees Allotments

- The Memorial Playing Field is a well treed (around its boundaries), large expanse of open ground hosting a football and cricket pitch, an enclosed playground and a community orchard to the south. The area is heavily used by dog walkers along with those persons wishing to keep fit and those wishing to use the area for socialising such as picnics etc
- Along the eastern and southern aspect, the boundary line neighbours residential properties where access can be gained; there are a number of public footpaths exiting the playing field area and a car park is located to the east, along with a social club. Tennis courts and a bowling green are located to the north



- The Rublees Allotments are located to the west of the Memorial Playing Field with the western hedgerow of the playing field forming the eastern hedge line of the allotments. The allotments is a very well attended and well used area; access is gained from either the southern end, off Newham Lane or the northern end of a track
- A mixed species field hedge runs along the western boundary fence line that separates the allotments from arable land

Canada Gardens Allotments

- Canada Garden Allotments is located towards the southwestern end of Newham Lane and consists of a triangular piece of ground.
- A private residential property is located towards the northeastern end of the allotment along with a small parking area; a track is located to the north which serves a farm

Godstalls Lane

- A strip of trees planted within the confines of a sawn post and rail fenced area. The strip separates Godstalls Lane with Newham Close
- The southern block of the treed strip borders car parking to the east and the northern section borders residential properties, again to the east; the western edge of the treed strip borders a public footpath that borders Godstalls Lane

Cripps Lane

- The Cripps Lane site begins at the T-junction Jarvis Lane and envelopes the eastern fence of three properties whose access is off Jarvis Lane; the northern block of trees is located on a steep bank

Abbey Road

- The Abbey Road site consists of three areas, two of which are bisected by Abbey Road (with an area to the north and an area to the south of Abbey Road); the third playground area is to the east
- The northern area consists predominately of members of the *Salix* (Willow) family interspersed with Alder, Pedunculate oak and Silver birch. The eastern fence line borders the Steyning By-Pass (A283) which runs north-south; a timber fence identifies the boundary line and only trees growing within the Abbey Road site were inspected
- The southern area of Abbey Road is an elongated strip of land that is bordered by residential properties to the northwest and east/southeast; one large property occupies the western aspect. Both areas are used by dog walkers
- The playground area is located between the A283, a footpath that runs along the southeast and an access drive that serves two residential properties to the north. The playground is sited towards the front of the plot with the area to the rear being wooded



The Steyning Centre

- The Steyning Centre has trees growing around on its north side with further, large trees being located in neighbouring properties, but which still overhang the centre

2.0 Scope of the Report

- Trees are dynamic living organisms, and their health and condition can be subject to rapid changes, depending upon a number of internal and external factors
- The conclusions and recommendations contained within this report are based on information gained at the time of inspection and are subject to the limitations of the specialist nature of this survey
- Based on this, the likelihood of failure is considered for three years from the reports date based on the information gained on the day of the report and on the assumption that any recommended work has been undertaken in the time frame specified
- It should be noted that even completely sound, healthy trees, can fail given sufficiently severe weather conditions therefore this report is not valid in adverse or unpredictable weather conditions or for any failure due to Force Majeure
- The principle objective of the tree condition report is to identify whether the trees, or their parts, appear to be in a hazardous condition and to advise remedial action to reduce the risk they could pose to those persons using any of the sites, those persons living next to the sites, including their guests, and anyone using the public highways that border the sites

3.0 Method of Inspection

- The existing tree numbering system will be used to identify the trees requiring further action; where tags have been removed, new tags will be attached
- Each tree will be subject to ground level visual assessment of their external features in line with the 'Visual Tree Assessment' method described by Mattheck & Breloer (Body Language of Trees, Department of the Environment Research for Amenity Trees publication No. 4 1994)
- A plastic headed mallet was used to sound the stem area as an initial indication of the presence of decay
- A thin steel probe was used, where applicable, to assess the depth and condition of any cavities or concavities between buttress roots
- Binoculars were used to assess the upper crown branch structure
- Individual trees are given the prefix T and groups G
- Those trees requiring further action are plotted on a site plan which is attached separately - see Appendix 2 TCR/668/25
- A number of digital photos were taken, some of which are included within the report for information - please see Appendix 4

4.0 Table of Results

- See Appendix 1 Table of Results



5.0 Summary of Results

General Observations

- Ivy was noted on a number of the trees where it serves as valuable habitat for wildlife and wherever possible should be retained for this purpose
- However, where it obscures the main stem, major branch attachment points and the upper crown structure, it can cover anomalies that would otherwise be evident. It will also increase the sail and 'mass' of the crown and in extreme cases can increase the risk of branch failure
- Where it has been recommended, the ivy should be severed as close to the ground as possible and again at 1m with the severed band being removed. This will allow the ivy ascending into the tree to die off naturally whilst the gap generated will allow any new ivy to be severed if/when it appears
- Deadwood was another common feature recorded, where it serves as a valuable habitat for saproxylic invertebrates and as such wherever possible should be retained
- Cladogenesis, the process in which trees shed branches, is a natural occurrence where the tree closes down branches that are no longer productive and should not be seen as a sign of ill health. Where large sections of the tree's crown declines or dies back, further investigations should be undertaken to determine the underlying cause
- However, where deadwood has the potential to cause harm or damage, its removal should be undertaken. This has been specified as sections over a certain diameter and may be linked to certain parts of the crown only to help maintain the habitat it provides
- Access to a number of trees across the different sites was hindered by dense vegetation and an inspection of the lower stem and buttress root area restricted by basal sucker growth
- Without full access to the trees it was not possible to assess for cavities in the lower stem or for the presence of decay fungi. This is essential as some fungi, such as *Kretzschmaria deusta*, are very small and rather innocuous looking

Memorial Playing Field and Rublees Allotments

- T6/001 Silver birch is in a poor condition with declining branches
- The tree is also covered with both dead and living ivy which not only obscures the main structural features of the tree but also increases the wind load
- A recommendation to sever the ivy has been made as described above
- However consideration should be made for the tree's removal and a suitable replacement tree being planted
- The planting could take place ahead of time to allow for its establishment
- A number of trees have low crown/branching over the playing field/footpaths which are forcing those persons using the site to deviate away from the line of the footpath
- A crown lift has been recommended to maintain a clearance of c.2.2m between the underside of the crown and the ground



- Branches should be removed to their parent stem/branch to avoid leaving truncated stubs which could pose a risk of head injury
- Two trees within the playground have dead trees which need to be removed within 2 months of the reports date
- The main stem of T41/689 Hornbeam forks at c.1m forming two primary stem sections in an E-W arrangement. The two stem sections finally part at c.1.7m where the union between the two is included¹ in nature
- A recommendation to inspect the tree after extreme weather events such as wind gusts in excess of Force 8 on the Beaufort Scale has been made

Canada Gardens Allotments

- The main issue experienced on site was dense ivy restricting an assessment of the trees and their unions and dense undergrowth limiting the assessment of the lower stem and buttress root areas
- Where recommended, the ivy should be severed as described and access routes cleared ahead of the next assessment

Godstalls Lane

- The group of trees recently underwent a reduction in height which has resulted in new growth forming at the pruned ends
- Within the group are two dead English elms trees that have succumbed to the effects of Dutch Elm disease (DED)
- A highly destructive disease of several species of elm trees, it is caused by two related fungi, *Ophiostoma novo-ulmi* and *Ophiostoma ulmi*, although almost all cases are now caused by the former
- The fungus is spread from tree to tree by elm bark beetles with the tree plugging its own xylem tissue in an attempt to halt the spread of the fungus. In doing so, the tree stops the movement of water and nutrients thereby starving and eventually killing itself
- A neighbouring property owner enquired about the ownership of the trees along the southern end of the group, and behind No.1 Perrots Lane. The Clerk to the Parish Council subsequently informed me that the trees in questioned were not Parish Council responsibility and as such have not been included in the report

¹ Included unions – develop when two or more stems grow closely together causing weak, under supported branch angles. This results in a weakness due to the lack of a woody union and subsequently, any increase in lateral movement can result in the union failing



Cripps Lane

- G2/319 consists of a group of Norway maple trees with mature Portuguese laurel bushes growing within the group
- Within the group is a dead and declining Norway maple tree. Ivy is also establishing itself within the group
- Due to the dense undergrowth it was not possible to inspect the lower stems of the affected trees
- A recommendation to fell the dead tree has been made, plus the periodic review of the group throughout the growing seasons until the next assessment
- T6/323 Sycamore and T8/325 Sycamore have both recently been reduced in height
- Due to dense undergrowth it was not possible to access the basal area of the trees, so only their physiological condition was assessed. Ahead of the next assessment, an access route should be made so the lower stem and buttress root area can be assessed

Abbey Road

- T10/335 Norway maple has a suspended section of storm damage hanging over the grassed area, hence the Urgent priority rating. The Clerk to the Parish Council was made aware of this as soon as it was noticed
- G13/338 consists of mixed species around the small playground off Abbey Road. Within the north side of the group is a dead multi stem Goat willow tree. This should be removed to reduce the risk of it falling into the small cul-de-sac that serves no.5 and 6 Abbey Road
- Along the east boundary line of the wildlife area is T22/347 Weeping willow which has dropped a large stem section, which is encroaching onto the path
- A tertiary stem section was damaged when the large stem section failed and now has a split running down, terminating at the junction with a larger stem section. In the event the tertiary stem section were to fail, it could reach the path so consideration should be made to removing it back to the union although this is by no means essential
- Behind the tree is a dead Common ash, which should be removed as its failure could damage the boundary fence line

The Steyning Centre

- The two main features recorded were the presence of basal sucker growth around the T1/809 Common lime and T2/810 Common lime, and deadwood within their upper crowns overhanging the footpath beneath
- The basal growth should be removed ahead of the next assessment, but the deadwood should be removed within six months of the reports date



6.0 Recommendations

- Undertake the tree work in the time period specified
- Reassess in three years from the reports date
- This time frame should be shortened in the event:
 - The trees local environment changes significantly
 - Fruiting bodies emerge from anywhere on the tree
 - After extreme weather events such as:
 - Wind gusts in excess of Force 8 on the Beaufort Scale
 - After named extreme weather events
- If the trees are located within a conservation area or subject to a tree preservation order, a formal application to the local planning authority will be required and written consent obtained prior to any work is carried out

This concludes my report.

Yours sincerely

Andrew Gale *MICFor Dip Arb L6 (ABC) M.Arbor.A*

 Institute of
Chartered Foresters
Registered Consultant

 Arboricultural
ASSOCIATION
Professional Member

Date: 26th September 2025



7.0 Appendix 1

Table of Results

- See Appendix 1 Table of Results attached separately



Appendix 2

Site Plan

Please see TCR/668/25 attached separately



Appendix 3

Beaufort Scale

Beaufort Number	Name	Knots	MPH	Effects Observed on Land
0	Calm	Under 1	Under 1	Calm, smoke rises vertically
1	Light Air	1-3	1-3	Direction of wind is shown by smoke drift but not by wind vanes
2	Light Breeze	4-6	4-7	Wind felt on face, leaves rustle, ordinary wind vane moved by wind
3	Gentle Breeze	7-10	8-12	Leaves and small twigs in constant motion, wind extends light flag
4	Moderate Breeze	11-16	13-18	Raises dust and loose paper, small branches are moved
5	Fresh Breeze	17-21	19-24	Small trees in leaf begin to sway, crested wavelets in inland waters
6	Strong Breeze	22-27	25-31	Large branches in motion, whistling heard in telegraph wires, umbrellas used with difficulty
7	Near Gale	28-33	32-38	Whole trees in motion, inconvenience felt in walking against the wind
8	Gale	34-40	39-46	Breaks twigs off trees, generally impedes progress
9	Strong Gale	41-47	47-54	Slight structural damage occurs - chimney pots, slates removed
10	Storm	48-55	55-63	Seldom experienced inland, trees uprooted, considerable structural damage occurs
11	Violent Storm	56-63	64-72	Very rarely experienced, accompanied by widespread damage
12	Hurricane	64 and over	73 and over	



Appendix 4

Site Photos

Memorial Playing Field



T11/002 Goat willow and G16/685 Plum spp. overhanging the footpaths around the site



T34/688 Yew with dead subordinate stem section

T37/005 Sycamore with dead Hawthorn growing within its rooting system



T41/689 Hornbeam with deeply included union starting at c.1m with the union separating at c.1.7m. Note the water exiting the bottom of the union

Canada Gardens Allotments



Ivy and dense vegetation restricting thorough assessments of the buttress roots, lower stem and major branch unions



Cripps Lane



Dead and declining trees within G2/319 and the dense vegetation alongside Cripps Lane
Note the recently reduced tops of the two trees

Abbey Road



T10/335 Norway maple with suspended section of storm damage in crown



T22/347 Weeping willow with fallen section of storm damage partially across the path

Gale Tree Consultancy

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Memorial Playing Field & Rublees Allotments

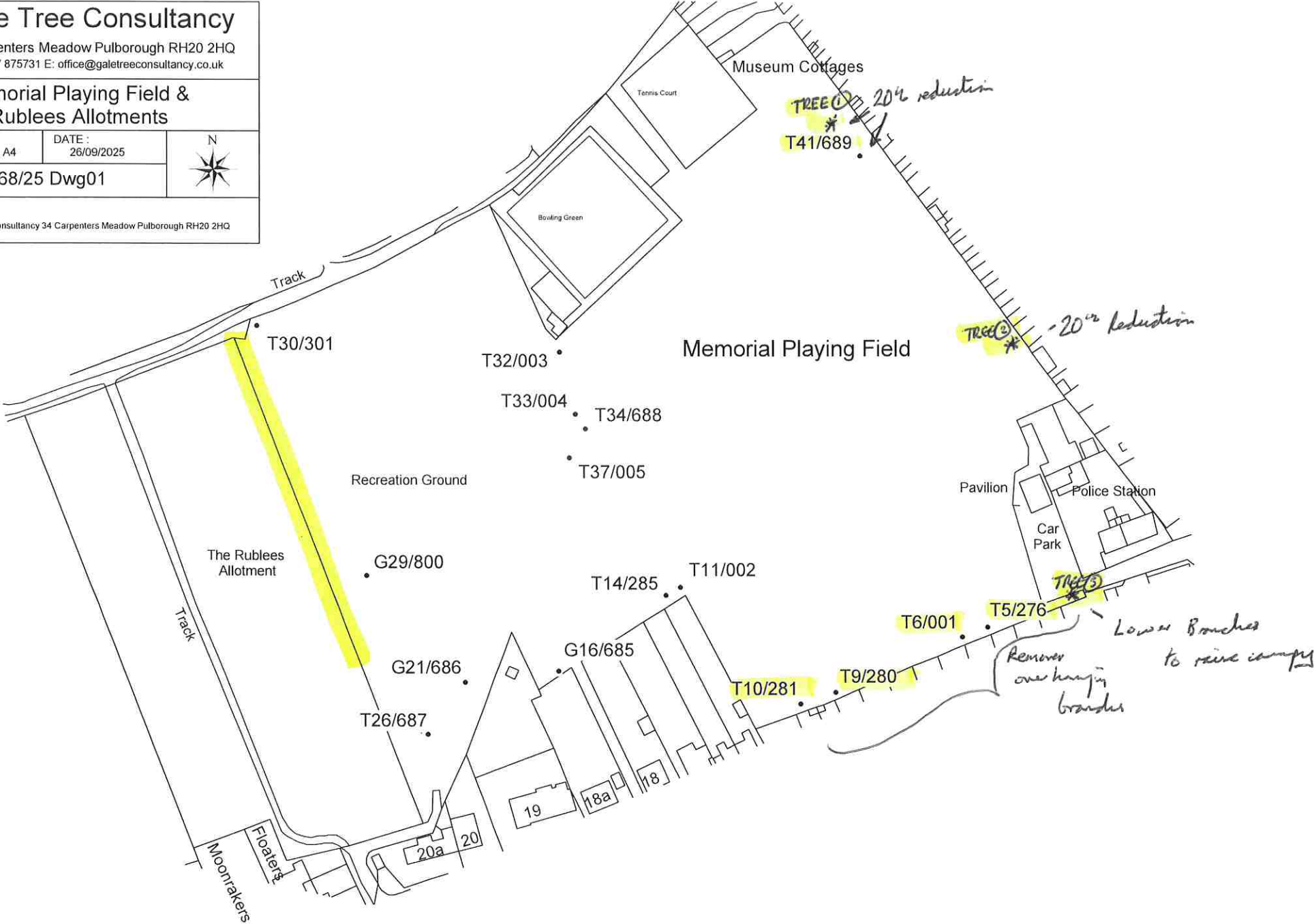
SCALE : 1 : 1750 @ A4

DATE : 26/09/2025

TCR/668/25 Dwg01

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4.0 Table of Results

Memorial Playing Field

Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T5	276	Purple Norway maple	351-550	10-15	5-10	EM	GOOD	Deadwood greater than 50mm in diameter in low to mid crown	Remove deadwood greater than 50mm in diameter from the low to mid crown	HS3
T6	001	Silver birch	150-350	5-10	5-10	EM	POOR	Thick dead ivy established into high crown, severed but obscuring stem and main branching unions New ivy beginning to establish Poor crown condition	Sever ivy at ground level and again at 1m removing the severed band <u>Consider the tree removal ??</u>	HS2
T9	280	Norway maple	351-550	5-10	5-10	M	FAIR	Previously topped Dead tertiary stem sections within crown	Remove dead tertiary stem sections back to sound wood/suitable growth points	HS2
T10	281	Silver birch	351-550	5-10	5-10	M	FAIR	Declining apical growth	Remove declining apical growth back to sound wood	HS3
T11	002	Goat willow	351-550	5-10	5-10	M	FAIR	Low crown over playing field	Crown lift to achieve a clearance of 2.2m over playing field	HS3
T14	285	Cherry plum	150-350	5-10	5-10	M	FAIR	Thick ivy established into high crown restricts a thorough assessment	Sever ivy at ground level and again at 1m removing the severed band	HS2
G16	685	Plum spp.	150-350	0-5	5-10	M	FAIR	Tag replaced - formerly T287 Low crown over access path and bin	Crown lift to achieve a clearance of 2.2m over the access path	HS2



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
G21	686	Plum spp.	150-350	5-10	5-10	M	FAIR	New tag - formerly 292 Ivy beginning to establish into high crown restricting a thorough assessment of lower stem and main branching unions	Sever ivy at ground level and again at 1m removing the severed band	HS2
T26	687	Wild cherry	150-350	5-10	5-10	M	POOR	New tag - formerly T296 Dieback of apical growth	Remove declining branches back to sound wood	HS2
G29	800	<i>Prunus</i> spp.	150-350	5-10	5-10	M	FAIR	Partially collapsed into playing field	Prune partially collapsed stem sections back to playing field/scrub edge	GM
T30	301	Sycamore	351-550	10-15	5-10	EM	GOOD	Ivy beginning to establish into mid to high crown	Sever ivy at ground level and again at 1m removing the severed band	HS3
T32	003	Walnut	351-550	10-15	10-15	M	GOOD	Deadwood greater than 25mm in diameter throughout the crown	Remove deadwood greater than 25mm in diameter from throughout the crown	HS3
T33	004	Hawthorn	150-350	5-10	0-5	M	FAIR	Ivy established into high crown	Sever ivy at ground level and again at 1m removing the severed band	HS2
T34	688	Yew	150-350	5-10	0-5	EM	FAIR	Dead subordinate stem section east side of tree	Fell	HS1
T37	005	Sycamore	351-550	10-15	5-10	M	GOOD	Dead Hawthorn growing from within the tree's rooting system southwest side of tree	Fell dead Hawthorn	HS1



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T41	689	Hornbeam	551-750	15-20	5-10	M	GOOD	Stem forks at c.1m forming two primary stem sections in an E-W arrangement Union deeply included with the stem sections separating at c.1.7m	Inspect after extreme weather events such as wind gusts in excess of Force 8 on the Beaufort scale <i>Reducing by 20%</i>	GM

Canada Gardens Allotments

Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T1	690	Sycamore	551-750	10-15	5-10	M	FAIR	New tag Ivy established on stem and into mid crown restricting a thorough assessment of lower stem area	Sever ivy at ground level and again at 1m removing the severed band	HS2
G1	937	Sycamore	150-350	10-15	0-5	EM	FAIR	Group of trees outside boundary line Ivy beginning to establish on low stem and into low/mid crown restricting through assessment of the tree Dense vegetation restricts a thorough assessment of the trees	Sever ivy at ground level and again at 1m removing the severed band	HS2
									Clear basal growth to allow for assessment of basal area	HS4
T2	691	Hawthorn	150-350	0-5	0-5	EM	FAIR	New tag - formerly Ivy established into high crown restricting through assessment of the tree	Sever ivy at ground level and again at 1m removing the severed band	HS2
T4	246	Cherry spp.	351-550	5-10	5-10	EM	FAIR	Ivy established into high crown restricting through assessment of the tree	Sever ivy at ground level and again at 1m removing the severed band	HS2



Godstalls Lane

Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T26	693	English elm	150-350	10-15	0-5	EM	DEAD	Not tagged - Unable to gain access to tree due to dense undergrowth	Fell	HS3
T25	692	English elm	150-350	05-10	0-5	EM	DEAD	New tree added DED	Fell	HS3

Cripps Lane

Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
G2	319	Norway maple Portuguese laurel	150-350	5-10	5-10	EM	FAIR POOR DEAD	Group of trees on the corner of Cripps Lane and Jarvis Lane Dense undergrowth restricts assessment of lower stem area Ivy beginning to establish on stems Various stages of decline with 1x dead Norway maple, 1x dead Portuguese laurel and 1x Norway maple with extensive decline	Sever ivy at ground level and again at 1m removing the severed band Remove dead trees	HS2
									Clear the undergrowth ahead of the next assessment so a thorough assessment can be made	HS4
									Periodically inspect throughout growing seasons until next assessment	GM
T6	323	Sycamore	551-750	10-15	0-5	M	GOOD	Unable to access tree due to dense undergrowth Physiological condition assessed only Recently reduced	Clear undergrowth ahead of next assessment	HS4
									Periodically inspect throughout growing seasons until next assessment	GM



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T8	325	Sycamore	351-550	10-15	5-10	M	GOOD	Unable to access tree due to dense undergrowth Physiological condition assessed only Recently reduced	Clear undergrowth ahead of next assessment	HS4

Abbey Road

Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T4	007	Field maple	351-550	10-15	5-10	M	GOOD	Previous recommendation undertaken but new growth extending over carriageway	Prune new growth back to previous pruning points and maintain	HS4
T10	335	Norway maple	351-550	15-20	5-10	EM	FAIR	Suspended section of storm damage easy side of crown over grass area	Remove suspended section of storm damage	Urgent
G13	338	Mixed species	150-350	5-10	0-5	SM	DEAD	Goat willow - Multi stem tree opposite no.5 Abbey Road	Fell	HS1
							FAIR	Wild cherry - Twin stem N-S arrangement, union included Southern stem section forks at c.6m with an opening included union	Reduce southern stem section by c.3m	HS4
T22	347	Weeping willow	751-1000	15-20	10-15	M	FAIR	Large stem failure, fallen section encroaching onto path Subordinate/remaining tertiary stem section has a split	Clear off path Consider removing tertiary stem section back to union with larger stem section	HS2



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
								Dead Common ash tree behind	Fell dead Common ash tree	HS4
//	//	Goat willow	150-350	5-10	5-10	EM	FAIR	Not within the current tree list hence no numbering Fallen and laying across the path	Clear off path	GM

The Steyning Centre

Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T1	809	Common lime	551-750	15-20	5-10	M	GOOD	Basal sucker growth restricts assessment of buttress root area on the south side of the tree Main stem forks at c.3.5m into 2x primary stem sections and 1x secondary stem section, unions look good Dead subordinate branch at c.7m over footpath Previously reduced/topped	Clear basal sucker growth to allow for an assessment of the lower stem and buttress roots Remove dead subordinate branch at c.7m	HS4 HS2
T2	810	Common lime	551-750	20-25	5-10	M	GOOD	Basal sucker growth restricts a thorough assessment of buttress roots Main stem forks at c.3m into two primary stem sections in a NE-SW arrangement, union looks good Deadwood greater than 25mm in diameter at height on the NE stem section over the footpath	Clear basal sucker growth to allow for an assessment of the lower stem and buttress roots Remove deadwood greater than 25mm in diameter from over the footpath	HS4 HS2



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T10	//	Yew	150-350	5-10	5-10	SM	FAIR	Unable to access tree East crown spread encroaching onto roof line	Prune to clear the fabric of the building by c.1.5m	GM



Survey Key

Tree No.	Relates to numbers shown on Tree Survey Plan(s). Positions of trees are plotted using GPS and are generally accurate to within 2 metres. Prefixed T in the case of individual trees or G in the case of groups of trees		Age Class (where used)	Young [Y]	recently planted or established within the last 5 years
Tag No. (where used)	Numbered aluminium tags may be attached to tree stems to aid with identification. In addition, trees may also be identified with red and white hazard tape			Semi Mature [SM]	a well-established youngish tree but far from full maturity
				Early Mature [EM]	long established nearing its full size but not fully mature
				Mature [M]	fully mature tree that has met its full size
				Late Mature [LM]	a fully mature tree that has passed its peak; may exhibit areas of decline
				Veteran [V]	a tree with the physical characteristics of an Ancient tree but is not ancient in years compared to other trees of the same species
Species	Common name in English		Ancient [A]	a tree that has past full maturity and is old or aged in comparison to other trees of the same species	
Stem Dia.	Stem diameter in centimetres at 1.5m above ground level or, in the case of multi-stemmed trees, just above the root flare or buttress [ARF]				
Height	Height measured using a TruPulse clinometer Measured in metres (m)				
Crown Spread	Crown spread measured along its cardinal points using a Leica digital range finder Measured in metres (m)				
Physiological Condition	In relation to all trees:		In relation to Ash and Ash Dieback (% LCR =% Leaf Cover Remaining)		
	GOOD	No significant symptoms of ill health	Class 1 - C1	100-76%	No action at this stage
	FAIR	Some symptoms of ill health	Class 2 - C2	75-51%	Reassess throughout growing season
	POOR	Significant symptoms of ill health	Class 3 - C3	50-26%	Plan for its removal
	MORIBUND (MOR)	In a serious and irreversible state of decline	Class 4 - C4	25-0%	Remove before it becomes a risk
	DEAD	Dead			
Comments	Description of significant features, especially those requiring action or monitoring. Ivy is recorded the extent of the tree stem and canopy affected is usually expressed as a percentage				
Rec.	Specific recommendations for action or monitoring		Tree Structure	Main Stem	The stem, from ground level up to the point at which it bifurcates
Priority	Work recommended in the interests of health and safety:			Primary Stem Section (PSS)	The larger stem sections that emanate from the main stem after bifurcation; form the main crown structure
	Urgent	Immediate attention required (will be reported verbally to the client/management on day of inspection)		Secondary Stem Section (SSS)	The stem sections that emanate from the primary stem sections that contribute to the inner crown structure
	HS1	Within 2 months of report's date		Tertiary Stem Section (TSS)	The stem sections that emanate from the secondary stem sections that contribute to the inner and outer crown structure
	HS2	Within 6 months of report's date		Subordinate Branch Structure (SBS)	The smaller diameter branches that help form the inner and outer branch structure; leaf bearing twigs emanate from these to form the crown
	HS3	Within 12 months of report's date			
	HS4	Before next inspection			
	GM	Works recommended for general maintenance reasons or in the interests of good arboricultural management			
	N/A	Not applicable/no work recommended at this time			



Gale Tree Consultancy

Tree Condition Report

Steyning Parish Council – Fletchers Croft

September 2025

Ref: TCR/669/25

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Executive Summary

- A large site consisting of 74 individual trees and 3 groups of trees
- Of the 74 individual trees and 3 groups of trees, 28 require no further action
- 5 trees require further investigation due to features found
- 4 trees require felling
- Remedial pruning work required to the remaining trees recorded
- Reassess in three years from the reports date



1.0 Introduction

1.1 Client and Address

- John Fulbrook, Clerk, Steyning Parish Council, Steyning Centre, Church Street, Steyning BN44 3XZ

1.2 Site Address if Different from the Above

- Fletchers Croft

1.3 Date of Inspection

- 9th September 2025

1.4 Name of Inspector

Andrew Gale *MICFor Dip Arb L6 (ABC) M.Arbor.A*

1.5 Our Reference

- TCR/669/25

1.6 Instructions Received

- I have been instructed by the Clerk to the Parish Council to undertake a tree inventory survey of the trees at Fletchers Croft
- I am to provide my findings in the form of a report detailing any remedial work that may be necessary

1.7 General Description

- Fletchers Croft is an open piece of ground to the north of The Steyning Centre
- The site consists of open parkland with a playground located centrally. Trees of varying ages and size border a small stream that flows in a south to north direction
- Trees are also located around the boundary of the site where they border residential properties
- The southwest side of the site surrounds a large car park, which is accessed via a long drive off Vicarage Lane to the north
- Footpaths cross the site along the east, southeast and south side of the site with bench seating dotted throughout the site



2.0 Scope of the Report

- Trees are dynamic living organisms, and their health and condition can be subject to rapid changes, depending upon a number of internal and external factors
- The conclusions and recommendations contained within this report are based on information gained at the time of inspection and are subject to the limitations of the specialist nature of this survey
- Based on this, the likelihood of failure is considered for three years from the reports date based on the information gained on the day of the report and on the assumption that any recommended work has been undertaken in the time frame specified
- It should be noted that even completely sound, healthy trees, can fail given sufficiently severe weather conditions therefore this report is not valid in adverse or unpredictable weather conditions or for any failure due to Force Majeure
- The principle objective of the tree condition report is to identify whether the trees, or their parts, appear to be in a hazardous condition and to advise remedial action to reduce the risk they could pose to those persons using Fletchers Croft, those persons living next to Fletchers Croft of those persons using the public footpaths and highway that borders Fletchers Croft
- Only those trees with a stem diameter greater than 150mm when measured at 1.5m ground level are to be inspected

3.0 Method of Inspection

- The trees were subject to ground level visual assessment of their external features in line with the 'Visual Tree Assessment' method described by Mattheck & Breloer (Body Language of Trees, Department of the Environment Research for Amenity Trees publication No. 4 1994)
- A plastic headed mallet was used to sound the stem area as an initial indication of the presence of decay
- A thin steel probe was used, where applicable, to assess the depth and condition of any cavities or concavities between buttress roots
- Binoculars were used to assess the upper crown branch structure
- All trees were tagged with a round, numbered aluminium tag and placed in a prominent position on the stem at approximately 2m – see below:



- Individual trees are given the prefix T and groups G
- Those trees requiring further action are plotted on a site plan which is attached separately – see Appendix 2 TCR/669/25 Dwg01
- A number of digital photos were taken, some of which are included within the report for information – please see Appendix 4



4.0 Table of Results

- See Appendix 1 Table of Results

5.0 Summary of Results

- Ivy was noted on a number of the trees where it serves as valuable habitat for wildlife and wherever possible should be retained for this purpose
- However, where it obscures the main stem, major branch attachment points and the upper crown structure, it can cover anomalies that would otherwise be evident. It will also increase the sail and 'mass' of the crown and in extreme cases can increase the risk of branch failure
- Where it has been recommended, the ivy should be severed as close to the ground as possible and again at 1m with the severed band being removed. This will allow the ivy ascending into the tree to die off naturally whilst the gap generated will allow any new ivy to be severed if/when it appears
- Deadwood was also noted on a number of trees where it serves as valuable habitat for saproxylic invertebrates and as such wherever possible should be retained. It is a natural occurrence where the tree closes down branches that are no longer productive, known as cladoptosis, and should not be seen as a sign of ill health. However, where large sections of the tree's crown declines or dies back, further investigations should be undertaken to determine the underlying cause
- Where it has the potential to cause harm or damage, its removal should be undertaken. This has been specified as sections over a certain diameter and may be linked to certain parts of the crown only to help maintain the habitat it provides
- T1/701 and T2/702 White willow are both in decline with extensive bark dysfunction resulting in their leaves dying off, the cause of which is unclear. However, both have been reduced significantly so the disruption in the vascular system caused by the pruning may have been a contributing factor in the decline
- It is highly unlikely they will recover from this and as such their removal has been recommended
- Throughout Fletchers Croft a number of trees have been reduced which has resulted in new growth forming at the pruned ends. The size of the branches reduced suggests that this was topping¹ and not pollarding², although the subsequent management process is similar
- To maintain the pruning/pollard regime, the new growth should be removed on a cyclical basis
- During this process the pruned ends should not be removed as this will allow a 'pollard knuckle'³ to develop which is essential
- It has been recommended that this pruning takes place before the next assessment

¹ Topping - the removal of the crown of a standing tree to a specific height by indiscriminately removing branches; no longer regarded as good practice cf. pollarding

² Pollard - the act of removing the upper growth of a tree to a certain height above ground level. A traditional management practice beginning when the tree is relatively young; the new growth is removed on a cyclical basis

³ The rounded swelling at the ends of framework branches of a repeatedly pollarded tree



- T21/721 Silver maple in is a poor condition with significant deadwood and dead tertiary branches in the upper crown; a recommendation has been made to remove the deadwood and dead tertiary stem branches
- However, due to the loss of a large portion of the crown, the tree has lost its mass dampening effect and as such the remaining crown may become prone to failure. Therefore a recommendation has been made to consider a crown volume reduction to establish a smaller, more compact form
- Basal sucker growth was recorded on a number of trees where its presence restricted a thorough assessment of the lower stem area and buttress roots. Being able to assess this region of the tree is essential as many decay fungi are found on the lower stem and can be easily missed when the area is not cleared
- Where present, its removal has been recommended within six months of the reports date so a thorough assessment can be made; this should be maintained throughout the growing seasons
- Three leaf disorders were recorded across the site
- T27/727 Horse chestnut has both Horse chestnut leaf miner (*Cameraria ohridella*) (HCLM) and Horse chestnut leaf blotch (*Guignardia aesculi*) (HCLB), although neither conditions pose a risk to the tree's physiological condition
- If desired, treatment can involve a number of approaches, most notably collect the leaves and burning them or placing them in sealed bags until the summer of the next year after which the moths would have emerged and died
- Chemical applications are possible, but I do not believe this necessary or practicable
- T38/738 Common alder has extensive holes in the lower leaves caused by the Alder leaf beetle (*Agelastica alni*)
- Although unsightly, the damage is very rarely fatal to the tree
- Five trees require further assessments due to features noted:
 - T15/715 White willow internal tree inspection
 - T41/741 Alder internal tree inspection
 - T42/742 Small leaf lime assessment for *Phytophthora* spp. and aerial assessment
 - T49/749 False acacia aerial assessment
 - T74/774 Sycamore aerial assessment of invasive bracing system
- T15/715 White willow has desiccated brackets of the wood decay fungus *Laetiporus sulphureus* (Chicken of the Wood)
- The fungus causes a brown rot to form where the cellulose is removed leaving the lignin behind which can cause a brittle fracture. Please see Appendix 5 for a description of the internal tree inspection process
- T42/742 Small leafed lime has staining and exudations consistent with a species of *Phytophthora*, a fungus like organism transmitted in a waterborne environment
- Once colonised the mycelium grows through and kills the cambium and phloem resulting in the death of the host tree due to the loss of functioning roots



- The recommended assessment consists of an onsite sample being taken and a bespoke lateral flow test being performed
- T74/774 Sycamore has a short section of invasive bracing installed. Best practice is to perform annual ground level inspections of the system utilising binoculars with a thorough assessment of the system every five years
- A recommendation for an aerial assessment has been made to ensure its compliance
- A number of trees have been highlighted as requiring periodic assessments throughout the growing seasons until the next assessment and after extreme weather events such as wind gusts in excess of Force 8 on the Beaufort Scale
- Whomever undertakes the periodic assessment should assess the tree's overall physiological condition paying attention to the density of the leaves throughout the crown, the colour of the leaves and their size. Any significant changes should be referred to Gale Tree Consultancy for comment
- Regarding the recommended assessment after extreme weather events, attention should be centred on the included union, and whether it has opened which would suggest movement has taken place. As before, any changes should be referred to Gale Tree Consultancy for comment
- Taking photos of those trees specified helps maintain a digital record of their condition which helps future assessments
- Six Common ash were recorded with either no significant or very early symptoms of Ash Dieback
- Ash dieback (ADB) (*Hymenocyphus fraxineus*) restricts the water supply and as such causes leaf loss, lesions on the branches and stems and ultimately results in the decline of the trees crown
- Younger trees are killed quickly whilst the older, more mature trees, become weakened over time and eventually succumb to another pest or pathogen which ultimately causes death. Some trees show a degree of resistance to the disorder whilst others appear immune
- The Tree Council's categorisation, for determining the extent of the condition was used, see below. However, their categorisation only goes as far as Leaf/Bud Cover Remaining, it does not provide a suggestion for any subsequent work, this section has been created by Gale Tree Consultancy in relation to the surroundings of the tree and the level of occupancy and likelihood of failure

Category	Leaf/Bud Cover Remaining	Recommendation - depending on location
Class 1 (C1)	100 - 76%	No action at this stage Monitor during growing seasons
Class 2 (C2)	75 - 51%	No action at this stage Monitor during growing seasons, recording any changes
Class 3 (C3)	50 - 26%	Continue to monitor during growing seasons, recording any changes Will require removal if conditions worsen and it becomes a C4
Class 4 (C4)	25% - 0%	Remove the tree before it becomes a Health & Safety issue

- Where a recommendation has been made to check the trees periodically throughout the growing seasons until the next assessment, the previous specification should be employed
- If it is considered that a tree has fallen towards C3 and C4, its removal should be considered



- T77/777 Common lime has a road salt/grit bin placed beneath its crown, close to the north side of the stem
- Lime trees are sensitive to de-icing salt contamination and as such to minimise the breakdown of the woods structure and soil composition, the grit bin should be relocated away from any tree

6.0 Recommendations

- Undertake the tree work in the time period specified
- Reassess in three years from the reports date
- This time frame should be shortened in the event:
 - The trees local environment changes significantly
 - Fruiting bodies emerge from anywhere on the tree
 - After extreme weather events such as:
 - Wind gusts in excess of Force 8 on the Beaufort Scale
 - After named extreme weather events
- If the trees are located within a conservation area or subject to a tree preservation order, a formal application to the local planning authority will be required and written consent obtained prior to any work is carried out

This concludes my report.

Yours sincerely

Andrew Gale *MICFor Dip Arb L6 (ABC) M.Arbor.A*

 Institute of
Chartered Foresters
Registered Consultant

 Arboricultural
ASSOCIATION
Professional Member

Date: 23rd September 2025



7.0 Appendix 1

Table of Results

- See Appendix 1 Table of Results attached separately



Appendix 2

Site Plan

Please see TCR/669/25 Dwg01 attached separately



Appendix 3

Beaufort Scale

Beaufort Number	Name	Knots	MPH	Effects Observed on Land
0	Calm	Under 1	Under 1	Calm, smoke rises vertically
1	Light Air	1-3	1-3	Direction of wind is shown by smoke drift but not by wind vanes
2	Light Breeze	4-6	4-7	Wind felt on face, leaves rustle, ordinary wind vane moved by wind
3	Gentle Breeze	7-10	8-12	Leaves and small twigs in constant motion, wind extends light flag
4	Moderate Breeze	11-16	13-18	Raises dust and loose paper, small branches are moved
5	Fresh Breeze	17-21	19-24	Small trees in leaf begin to sway, crested wavelets in inland waters
6	Strong Breeze	22-27	25-31	Large branches in motion, whistling heard in telegraph wires, umbrellas used with difficulty
7	Near Gale	28-33	32-38	Whole trees in motion, inconvenience felt in walking against the wind
8	Gale	34-40	39-46	Breaks twigs off trees, generally impedes progress
9	Strong Gale	41-47	47-54	Slight structural damage occurs - chimney pots, slates removed
10	Storm	48-55	55-63	Seldom experienced inland, trees uprooted, considerable structural damage occurs
11	Violent Storm	56-63	64-72	Very rarely experienced, accompanied by widespread damage
12	Hurricane	64 and over	73 and over	



Appendix 4

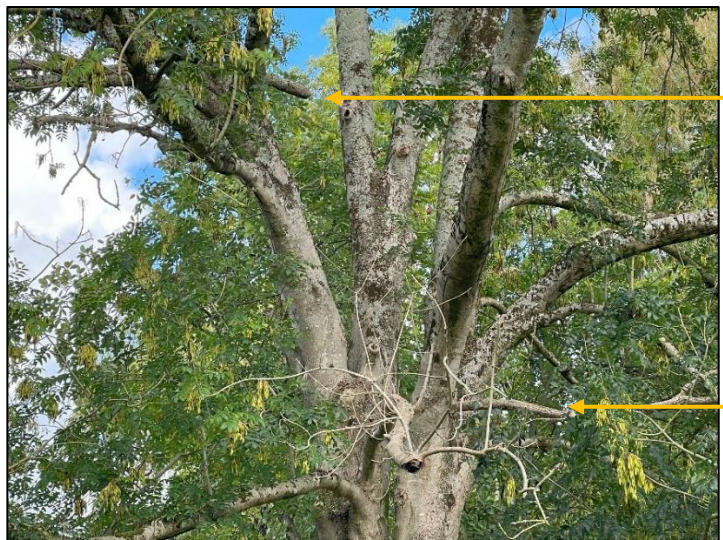
Site Photos

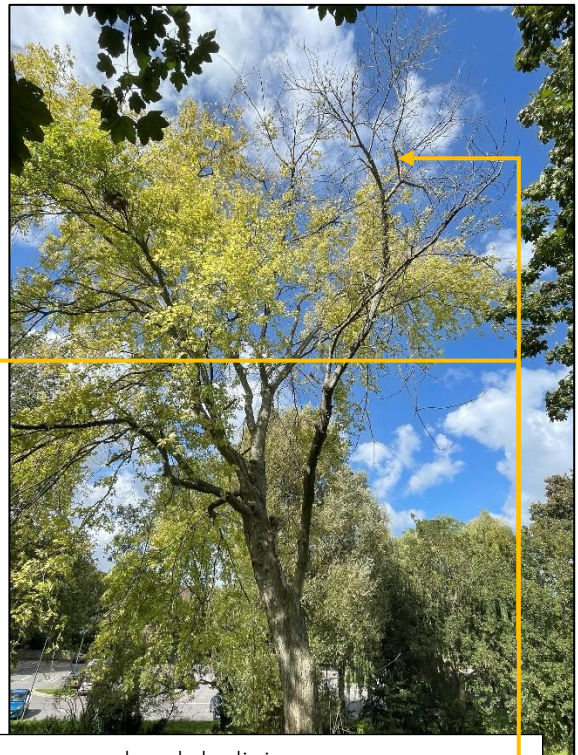


T15/715 White willow - Desiccated fungal fruiting bodies of *Laetiporus sulphureus* south stem side of stem from c.2m up to c.3m; note the desiccated remains on the floor



T19/719 Common ash - early symptoms of ADB
Suspended sections of deadwood and dead branches





T21/721 Silver maple - note the stem wound and declining crown



T49/749 False acacia - note the dense ivy obscuring the stem and unions
Longitudinal bark anomaly requiring further investigation

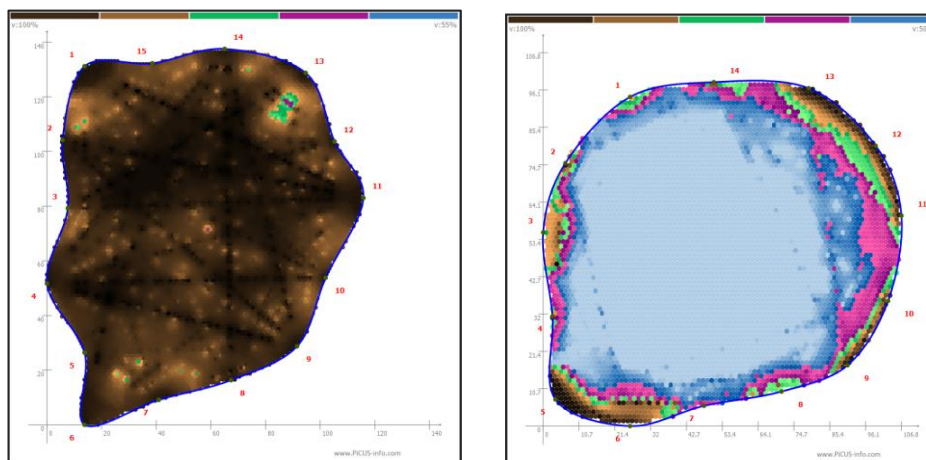


Appendix 5

Internal Tree Inspection Equipment

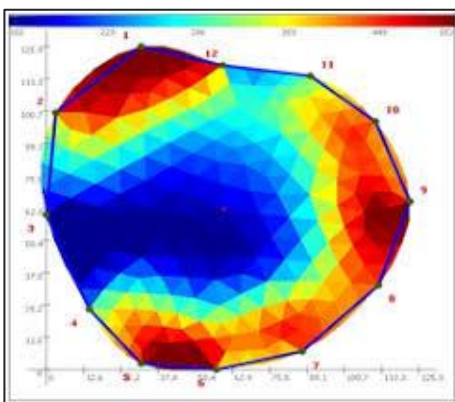
PiCUS 3 Sonic Tomography

- Sonic tomography uses the relative velocity of sound waves induced across the stem to compose a colour-shift image with dark areas corresponding to higher velocities and therefore denser wood
- Decay or hollowing results in lower sound speeds and a shift to lighter colours with maroon and blue/white indicating more significant decay
- An example of a sound tree is on the left below and one with significant decay/hollowing on the right:



PiCUS Electrical Resistance Tomography

- The PiCUS 2 Electrical Resistance Tomography unit produces an electrical current to assess the condition of the wood within the tree slightly above and below the assessment level. Changes in the water content, cell composition and chemical elements will change according to the condition of the wood – see below

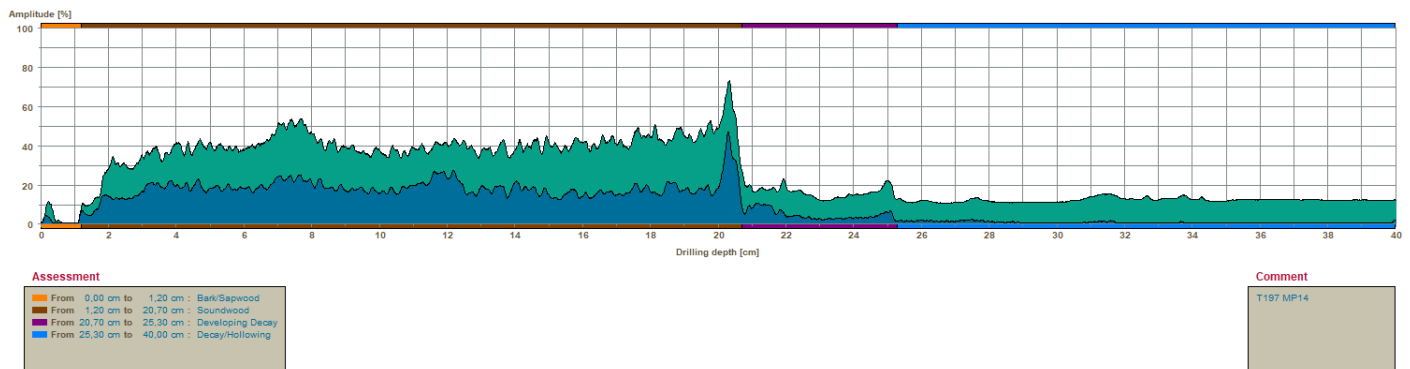


- The blue colouration in the tomogram indicates an area of high conductivity suggesting advancing decay

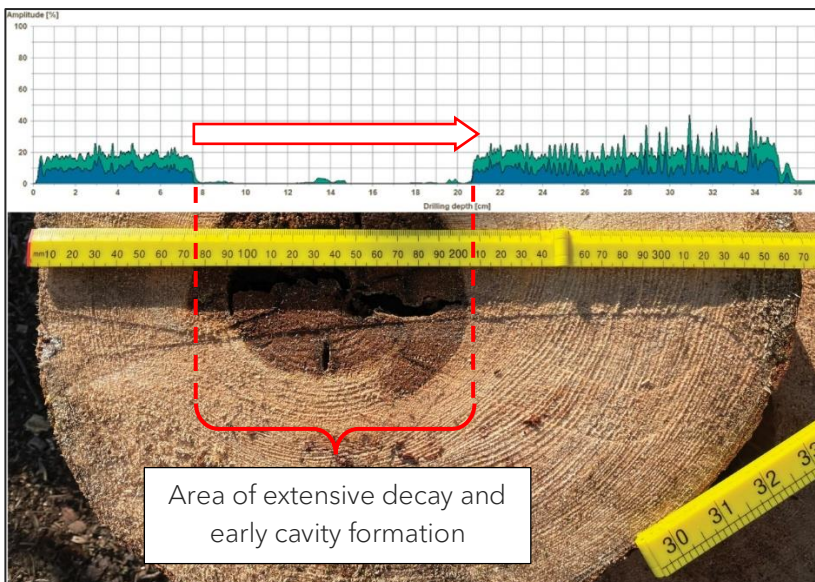


IML Resi PD 400 Microdrill

- The IML Resi PD400 microdrill measures the resistance of a 3mm wide needle drill, which is on a 1.5mm wide shaft, to a depth of 400mm. Significant drops in drilling resistance are indicative of decay or hollowing
- On the example below, sound wood (brown colouration) becomes an area of developing decay (purple colouration) from c.20.7cm through to c.25.3cm after which the needle drill enters an area of extensive decay as indicated by the blue colouration on the drill trace below



- Please note, historically Resi drill traces have read from right-to-left due to the configuration of the original machine. However, by using the software available, I have flipped the drill traces to read left-to-right, the more conventional way to read a graph
- On the image below, you can see where the drill entered the area of extensive decay and cavity at c.7.5cm and re-entered the sound wood at c.20.8cm; the drill exited the stem at c.35.4cm





IML Micro Hammer

- The IML Micro Hammer uses sound velocity, induced across the stem from opposing points, to measure for potential decay. The information is provided as a figure in metres per second (m/s) which is then compared against known measurements for the tree species being assessed
- The example below, undertaken on a Pedunculate oak, shows the time it took for sound waves to meet their opposing sensor

Assessment No.	Height of Assessment	Sensor Arrangement	Accepted Standard Value m/s	Distance Between Sensors in cm	Value m/s
1	40cm	North-to-South	1200m/s - 1800m/s	70	443
2	70cm	East-to-West	1200m/s - 1800m/s	98	731

- The manufacturer of the IML Micro Hammer suggests an accepted standard value for Pedunculate oak is between 1200m/s - 1800m/s; therefore, the tree in question has an area of significant decay/hollowing present

Gale Tree Consultancy

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T: 01798 875731 E: office@galetreeconsultancy.co.uk

Fletcher's Croft

SCALE :
1 : 750

@ A4

DATE :
22/09/2025



TCR/669/25 Dwg01

Copyright:
Gale Tree Consultancy 34 Carpenters Meadow Pulborough RH20 2HQ

Vicarage Lane

T59/759

T58/758

T60/760

T37/737

T36/736
to
T29/729

T61/761 through to T64/764
located on ground behind title box

T65/765

T66/766

T67/767

T38/738

T39/739

T40/740

T41/741

T28/728

T55/755

T54/754

T56/756

T57/757

T42/742

T43/743

T45/745

T46/746

Playground

T53/753

T52/752

T47/747

T27/727

T26/726

T25/725

T48/748

T51/751

T50/750

T49/749

T6/705

T6/706

T7/707

T8/708

G9/709

T24/724

T10/710

T11/711

T12/712

T13/713

T3/703

T14/714

T16/716

T15/715

T2/702

G17/717

T18/718

T21/721

T19/719

T23/723

G22/722

Car Park

T70/770

T71/771

T72/772

T73/773

T74/774

T75/775

T76/776

T77/777

T1/701

T20/720

Path

King Alfred Close

The Steyning Centre

4.0 Table of Results

Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T1	701	Weeping willow	551-750	5-10	5-10	M	MOR	Moribund and dead bark around stem Dead leaves on upper branching Heavily reduced/topped	Fell	HS4
T2	702	Weeping willow	551-750	5-10	0-5	M	MOR	Moribund and dead bark around stem Dead leaves on upper branching structure Heavily reduced/topped	Fell	HS4
T3	703	Weeping willow	551-750	15-20	5-10	M	GOOD	Stem forks at c.5.5m with subsequent crown bias west over car park Previously reduced in height	Prune new growth back to previous pruning points within 3 years	HS4
T4	704	Weeping willow	551-750	15-20	5-10	M	GOOD	Main stem forks at c.2.3m in a N-S arrangement, union looks good Secondary stem section removed at c 2.2m west side of stem, partial wound wood forming on upper side, decline on underside Previously reduced	Prune new growth back to previous pruning points within 3 years	HS4
T5	705	Weeping willow	551-750	15-20	5-10	M	GOOD	Secondary stem section removed at c.3m on the north side of stem, decay extending down the stem to c.2.5m Previously reduced in height	Prune new growth back to previous pruning points within 3 years	HS4
T6	706	Sycamore	351-550	10-15	5-10	EM	GOOD	Ivy beginning to establish on low stem	Sever ivy at ground level and remove from tree	HS4



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T7	707	Sycamore	351-550	5-10	0-5	SM	FAIR POOR	Dense ivy obscuring a thorough assessment of tree Crown bias west over stream	Sever ivy at ground level and again at 1m removing the severed band	HS2
T8	708	Sycamore	751-1000	20-25	10-15	M	GOOD	Stem forks at c.4.5m in an SE-NW arrangement, union obscured by ivy on north side Union looks included on south side Stem fuses at c.6.5m	None at this time	N/A
G9	709	English elm	150-350	5-10	0-5	SM	FAIR	Group of two trees Ivy established into high crown No immediate signs of DED	Sever ivy at ground level and again at 1m removing the severed band	HS2
T10	710	Sycamore	150-350	15-20	5-10	EM	GOOD	Twin stem in a N-S arrangement, union looks included North stem section forks at c.1.4m, union good	None at this time	N/A
T11	711	Sycamore	551-750	15-20	10-15	M	FAIR	Dense basal sucker growth restricts a thorough assessment of lower stem Stem forks at c.2m in a N-S arrangement union looks good South stem section subordinate to north South stem section had a cavity at c.5.8m	Clear basal sucker growth to allow for an assessment of lower stem	HS2
									Inspect south stem section after extreme weather events such as wind gusts in excess of Force 8 on the Beaufort scale	GM
T12	712	Sycamore	150-350	10-15	0-5	SM	FAIR	Located on east bank of stream	None at this time	N/A
T13	713	Sycamore	351-550	15-20	5-10	EM	FAIR	Crown bias west and north due to competition from neighbouring tree	None at this time	N/A



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T14	714	Elder	150-350	5-10	0-5	M	FAIR	Ivy established into high crown Stem and crown bias west over stream	Sever ivy at ground level and again at 1m removing the severed band	HS4
T15	715	White willow	1000+	15-20	5-10	LM	FAIR	Desiccated fungal fruiting bodies of <i>Laetiporus sulphureus</i> south stem side of stem from c.2m up to c.3m Further desiccated remains on the floor Column of decay forming on the south side of stem from ground level up to c.3m Previously reduced in height	Undertake an internal tree inspection employing the use of PiCUS sonic tomography and Resi PD400 microdrill	HS3
T16	716	Common ash	351-550	15-20	5-10	EM	C2	Early symptoms of ADB Ivy established on stem and into low crown obscuring stem section unions Crown bias south and west due to neighbouring tree	Sever ivy at ground level and again at 1m removing the severed band Periodically inspect throughout growing seasons until next assessment for worsening symptoms of ADB reporting any changes to Gale Tree Consultancy for comment	HS2
G17	717	Elder	150-350	0-5	0-5	M	FAIR	Group of three trees Ivy established on two of the three trees Western tree appears dead and collapsed across stream	Fell western tree ahead of it falling into the stream	GM
T18	718	Whitebeam	150-350	10-15	5-10	EM	GOOD	Grafted tree	None at this time	N/A



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T19	719	Common ash	751-1000	15-20	10-15	M	C2	Early symptoms of ADB Stem forks at c.2.8m in a E-W arrangement, union looks slightly included Suspended section of deadwood in low east crown and mid-southwest crown Deadwood greater than 50mm in diameter over desire line	Remove two sections of suspended deadwood Remove deadwood greater than 50mm in diameter from over the desire line path	HS2
T20	720	Swedish whitebeam	551-750	10-15	5-10	M	GOOD	Main stem forks at c.2m into multiple primary, secondary and tertiary stem sections - unions look good	None at this time	N/A
T21	721	Silver maple	551-750	15-20	5-10	M	POOR	Vertical occluding wound on north side of the stem, exposed wood appears hard Significant dead tertiary stem sections in mid and upper crown	Remove dead tertiary stem sections back to sound wood May necessitate a crown volume reduction to achieve a smaller crown mass and lessen wind loading on the remaining exposed stem sections	HS2
G22	722	Mixed Species	150-350 351-550	10-15	0-5	EM	FAIR	Group of mixed tree species including Sycamore, Leyland cypress and Elder Ivy establishing on trees towards the southern end of the group where it's beginning to encroach into the pavement	Trim ivy off the pavement	HS2
T23	723	Norway maple	551-750	15-20	10-15	M	GOOD	Main stem forks at c.2m into multiple primary and secondary stem sections Cup union forming on east side of unions - water filled	None at this time	N/A



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T24	724	Common ash	551-750	15-20	10-15	M	C1	Deadwood greater than 25mm in diameter over the footpath Deadwood greater than 50mm in diameter over the grassed area	Remove deadwood greater than 25mm in diameter from over the footpath Remove deadwood greater than 50mm in diameter from over the grassed area	HS2
T25	725	Hawthorn	150-350	5-10	0-5	EM	FAIR	Ivy established into high crown and obscuring an assessment of the stem and branching structure	Sever ivy at ground level and again at 1m removing the severed band	HS4
T26	726	Sycamore	351-550	15-20	10-15	EM	FAIR	Main stem forks at c.2.5m into two primary stem sections in a E-W arrangement, union looks included Crown bias east, south and west due to neighbouring tree	None at this time	N/A
T27	727	Horse chestnut	1000+	15-20	10-15	M	FAIR	HCLM and HCLB on leaves	None at this time	N/A
T28	728	Common alder	351-550	15-20	5-10	M	GOOD	Twin stem in a N-S arrangement union looks good Previously reduced	Prune new growth back to previous pruning points within 3 years	HS4
T29	729	Common alder	551-750	15-20	10-15	M	POOR	Located behind the post and rail fence on the west side of the stream Ivy beginning to establish on stem and into low crown Suspended sections of deadwood in low crown Deadwood in upper crown Declining crown	Sever ivy at ground level and again at 1m removing the severed band Periodically inspect throughout growing seasons until next assessment for worsening symptoms, reporting any changes to Gale Tree Consultancy for comment	HS4



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T30	730	Hawthorn	150-350	0-5	0-5	EM	FAIR	Thick ivy advancing into high crown and obscuring an assessment of the stem Stem bias west over post and rail fence	Sever ivy at ground level and again at 1m removing the severed band	HS4
T31	731	Silver birch	351-550	15-20	5-10	M	GOOD	Wound on south buttress root Stem bias northeast Ivy beginning to establish on low stem	Sever ivy and remove from tree	HS4
T32	732	Silver birch	351-550	15-20	5-10	M	FAIR	Stem bias north over road Ivy beginning to establish on low stem	Sever ivy at ground level and again at 1m removing the severed band	HS4
T33	733	Silver birch	150-350	10-15	0-5	SM	FAIR	None	None at this time	N/A
T34	734	Rowan	150-350	10-15	5-10	SM	GOOD	None	None at this time	N/A
T35	735	Silver birch	351-550	10-15	5-10	EM	FAIR	Wounds on the south and north buttress roots	None at this time	N/A
T36	736	Silver birch	150-350	10-15	5-10	SM	FAIR	Wounds on the south buttress roots	None at this time	N/A
T37	737	Common ash	150-350	10-15	5-10	EM	C1	No immediate symptoms of ADB Ivy beginning to establish into mid crown Elder beneath tree also covered in ivy	Sever ivy at ground level and again at 1m removing the severed band Periodically inspect throughout growing seasons until next assessment for symptoms of ADB reporting any changes to Gale Tree Consultancy for comment	HS4



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T38	738	Common alder	551-750	15-20	10-15	M	FAIR	Basal sucker growth restricts assessment of lower stem area and between buttress roots Leaves have extensive holes consistent with Alder leaf beetle	Clear basal sucker growth to allow for an assessment of lower stem	HS2
T39	739	Common alder	150-350	15-20	5-10	EM	FAIR	Southern crown spread being suppressed by neighbouring trees	None at this time	N/A
T40	740	Common alder	351-550	15-20	5-10	EM	FAIR	Ivy beginning to establish on stem and into low crown Main stem forks at c.3m forming two primary stem sections in a SE-NW arrangement, union obscured by ivy	Sever ivy at ground level and again at 1m removing the severed band	HS4
T41	741	Common alder	551-750	15-20	5-10	M	FAIR	Cavity on south side of stem at c.50cm, depth and condition unknown due to active beehive; audible change in tone around cavity Ivy beginning to establish on stem and into low crown Main stem forks at c.3m into multiple stem sections, unions obscured by ivy	Undertake an internal tree inspection employing the use of PiCUS sonic tomography and Resi PD400 microdrill	HS2



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T42	742	Small Leaved lime	751-1000	10-15	0-5	M	FAIR	Historic failure of north stem section with an audible change in tone Staining/exudations on south stem section consistent with <i>Phytophthora</i> Possible column of dysfunction/decay on east side of southern stem section up to c.6m Leaves on east side at height browning compared to remaining tree Previously reduced	Undertake a <i>Phytophthora</i> assessment Aerial inspection of stem employing the use of a Resi PD400 microdrill if deemed necessary	HS3
T43	743	Elder	150-350	5-10	5-10	M	FAIR	Three stems from ground level in a E-S-W arrangement Thick and established ivy on west stem section	Sever ivy at ground level and again at 1m removing the severed band	HS3
T44	744	Common alder	150-350	10-15	5-10	EM	FAIR	Stem forks at c.1.8m in a N-S arrangement union looks good	None at this time	N/A
T45	745	Common alder	351-550	10-15	5-10	EM	GOOD	Located opposite bridge Dead subordinate branch at c.3.5m south side	Remove dead subordinate branch at c.3.5m on the south side of the tree	HS3
T46	746	Common alder	351-550	10-15	5-10	EM	FAIR	Wounds on north, southeast and southwest buttress roots Dead subordinate branch at c.6m on the north side of the tree	Remove the dead subordinate branch at c.6m on the north side of the tree	HS3
T47	747	Common alder	351-550	15-20	5-10	EM	GOOD	None	None at this time	N/A



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T48	748	Contorted willow	351-550	5-10	5-10	M	FAIR	Wounds around buttress roots Main stem forks at c.2m where a secondary stem section heads NW, union looks good NW stem overhangs playground Decay and dysfunction on underside of a tertiary stem section at c.6m heading SE	None at this time	N/A
T49	749	False acacia	551-750	25 +	10-15	M	GOOD	Located in a raised planter Ivy established on stem and advancing into mid crown Main stem forks at c.2m and c.2.3m, unions obscured by ivy Bark anomaly on the underside of a tertiary stem section that heads over streetlight	Sever ivy at ground level and again at 1m removing the severed band Investigate anomaly on tertiary stem section employing the use of a Resi PD400 microdrill if deemed necessary	HS2
T50	750	False acacia	351-550	5-10	5-10	M	FAIR	Located in a raised planter Numerous cankers on stem and into main branching structure	None at this time	N/A
T51	751	Cherry spp.	150-350	0-5	5-10	M	FAIR	Dense undergrowth and smaller trees (Elder) restricts a thorough assessment of lower stem area Ivy beginning to establish on stem and into low crown	Clear smaller vegetation to allow for an assessment of lower stem Sever ivy at ground level and again at 1m removing the severed band	HS2



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T52	752	Common ash	351-550	10-15	5-10	EM	C2	Weeping ash Early symptoms of ADB Main stem forks at c.2.3m forming two primary stem sections in a SE-NW arrangement, union on NE good Cavity forming on southwest side at fork, appears hard walled Deadwood greater than 25mm in diameter throughout the crown	Remove deadwood greater than 25mm in diameter	HS2
T53	753	Maidenhair tree	551-750	10-15	5-10	EM	GOOD	Numerous included unions on structural branch attachment points, no immediate signs of union separation	Inspect after extreme weather events such as wind gusts in excess of Force 8 on the Beaufort scale	GM
T54	754	Hawthorn	150-350	5-10	5-10	M	GOOD	Twin stem from ground level, union looks good Low crown over grassed area	Perform a crown lift to achieve a clearance of c.2m above ground level	HS3
T55	755	Holly	150-350	5-10	5-10	M	POOR	Stem bias north due to neighbouring tree Sparse leaf cover throughout crown	None at this time Periodically inspect throughout growing seasons until next assessment for worsening conditions notifying Gale Tree Consultancy for comment if deemed necessary	N/A
T56	756	Field maple	150-350	10-15	5-10	M	GOOD	None	None at this time	N/A
T57	757	Field maple	551-750	15-20	10-15	M	FAIR	Deadwood greater than 25mm in diameter throughout the crown	Remove deadwood greater than 25mm in diameter from throughout the crown	HS2



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T58	758	Elder	150-350	0-5	0-5	M	POOR	Multi stem - tag low on west stem Dead stem sections some of which overhang the footpath	Fell the dead stem sections	HS3
T59	759	Silver birch	351-550	10-15	5-10	M	GOOD	Wound on southwest buttress root	None at this time	N/A
T60	760	Swedish whitebeam	351-550	10-15	5-10	M	FAIR	Bark graffiti Numerous wounds on buttress roots	None at this time	N/A
T61	761	Silver birch	351-550	15-20	5-10	EM	FAIR	Girdling root north side Crown bias north due to neighbouring tree	None at this time	N/A
T62	762	Silver birch	351-550	10-15	5-10	EM	FAIR	None	None at this time	N/A
T63	763	Walnut	551-750	10-15	5-10	EM	GOOD	Low crown east Deadwood greater than 50mm in diameter in low to mid crown Occupancy below tree unclear	If occupancy level is high beneath the tree remove deadwood greater than 50mm in diameter	HS4
T64	764	Cherry spp.	351-550;150-350	5-10	5-10	M	POOR	Extensive wounds around buttress roots, decay extending into the rooting system in places Deadwood greater than 25mm in diameter in crown	None at this time but consider its removal ahead of it failing	N/A
T65	764	Norway maple	551-750	10-15	10-15	M	GOOD	Deadwood greater than 25mm in diameter throughout the crown	Remove deadwood greater than 25mm in diameter from throughout the crown	HS3



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T66	766	Norway maple	551-750	10-15	10-15	M	GOOD	Girdling root west side of tree - no buttress root development Deadwood greater than 25mm in diameter throughout the crown Park bench beneath east crown	Remove deadwood greater than 25mm in diameter from throughout the crown	HS2
T67	767	Norway maple	351-550	10-15	10-15	M	GOOD	Deadwood greater than 25mm in diameter throughout the crown	Remove deadwood greater than 25mm in diameter from throughout the crown	HS2
T68	768	Common ash	351-550	15-20	10-15	EM	C1	Deadwood greater than 25mm in diameter over car parking bays and footpath	Remove deadwood greater than 25mm in diameter from over the car park bays and footpath	HS2
T69	769	Field maple	351-550	10-15	5-10	M	FAIR	Ivy established on stem and into low crown Crown overhangs parking bays	Sever ivy at ground level and again at 1m removing the severed band	HS3
T70	770	Sycamore	551-750	15-20	10-15	M	GOOD	None	None at this time	N/A
T71	771	Common beech	351-550	15-20	5-10	EM	FAIR	Ivy beginning to establish on low stem	Sever ivy at ground level and again at 1m removing the severed band	HS4
T72	772	Small Leaved lime	150-350	15-20	5-10	EM	FAIR	Stem forks at c.1.8m forming two near vertical primary stem sections in an E-W arrangement, union included	None at this time Inspect after extreme weather events such as wind gusts in excess of Force 8 on the Beaufort scale	GM
T73	773	Small Leaved lime	351-550	15-20	5-10	EM	GOOD	None	None at this time	N/A



Tree No	Tag No.	Species	Stem Dia.	Height	Cr. Spr.	Age Class	Phy. Cond.	Comments	Recommendations	Priority
T74	774	Sycamore	751-1000	15-20	10-15	M	FAIR	Main stem forks at c.2m in a NE-SW arrangement forming two primary stem sections, union included with adaptive growth forming Invasive bracing system installed at c.7m between primary stem sections	Perform an aerial inspection of the invasive bracing system	HS4
T75	775	Large leaved lime	351-550	15-20	5-10	EM	GOOD	Basal sucker growth restricts assessment of lower stem	Clear basal sucker growth to allow for an assessment of lower stem	HS2
T76	776	Purple Norway maple	351-550	10-15	5-10	EM	FAIR	Located right against the kerb stone Declining branches in upper crown	None at this time Periodically inspect throughout growing seasons until next assessment	N/A
T77	777	Common lime	551-750	15-20	10-15	EM	GOOD	Salt/grit bin located next to north stem Mature basal sucker growth developing - has been trimmed/maintained Girdling root over southeast buttress root	Relocated salt bin Prune out the maturing basal sucker growth	HS4



Survey Key

Tree No.	Relates to numbers shown on Tree Survey Plan(s). Positions of trees are plotted using GPS and are generally accurate to within 2 metres. Prefixed T in the case of individual trees or G in the case of groups of trees		Age Class (where used)	Young [Y]	recently planted or established within the last 5 years
				Semi Mature [SM]	a well-established youngish tree but far from full maturity
Tag No. (where used)	Numbered aluminium tags may be attached to tree stems to aid with identification. In addition, trees may also be identified with red and white hazard tape			Early Mature [EM]	long established nearing its full size but not fully mature
				Mature [M]	fully mature tree that has met its full size
Species	Common name in English			Late Mature [LM]	a fully mature tree that has passed its peak; may exhibit areas of decline
Stem Dia.	Stem diameter in centimetres at 1.5m above ground level or, in the case of multi-stemmed trees, just above the root flare or buttress [ARF]			Veteran [V]	a tree with the physical characteristics of an Ancient tree but is not ancient in years compared to other trees of the same species
Height	Height measured using a TruPulse clinometer Measured in metres (m)		Ancient [A]	a tree that has past full maturity and is old or aged in comparison to other trees of the same species	
Crown Spread	Crown spread measured along its cardinal points using a Leica digital range finder Measured in metres (m)				
Physiological Condition	In relation to all trees:		In relation to Ash and Ash Dieback (% LCR =% Leaf Cover Remaining)		
	GOOD	No significant symptoms of ill health	Class 1 – C1	100-76%	No action at this stage
	FAIR	Some symptoms of ill health	Class 2 – C2	75-51%	Reassess throughout growing season
	POOR	Significant symptoms of ill health	Class 3 – C3	50-26%	Plan for its removal
	MORIBUND (MOR)	In a serious and irreversible state of decline	Class 4 – C4	25-0%	Remove before it becomes a risk
	DEAD	Dead			
Comments	Description of significant features, especially those requiring action or monitoring. Ivy is recorded the extent of the tree stem and canopy affected is usually expressed as a percentage				
Rec.	Specific recommendations for action or monitoring		Tree Structure	Main Stem	The stem, from ground level up to the point at which it bifurcates
Priority	Work recommended in the interests of health and safety:			Primary Stem Section (PSS)	The larger stem sections that emanate from the main stem after bifurcation; form the main crown structure
	Urgent	Immediate attention required (will be reported verbally to the client/management on day of inspection)		Secondary Stem Section (SSS)	The stem sections that emanate from the primary stem sections that contribute to the inner crown structure
	HS1	Within 2 months of report's date		Tertiary Stem Section (TSS)	The stem sections that emanate from the secondary stem sections that contribute to the inner and outer crown structure
	HS2	Within 6 months of report's date		Subordinate Branch Structure (SBS)	The smaller diameter branches that help form the inner and outer branch structure; leaf bearing twigs emanate from these to form the crown
	HS3	Within 12 months of report's date			
	HS4	Before next inspection			
	GM	Works recommended for general maintenance reasons or in the interests of good arboricultural management			
	N/A	Not applicable/no work recommended at this time			

120mm wide x 2.5mm thickness "Corten" sheet strips screw-fixed to tops of posts

Japanned black coach bolts and nuts with washers fixed through anodised aluminium tee-section
(See detail below)

**NOTE:
SIGN REDUCED
IN WIDTH BY
300mm**

120 x 120 x 2400 timber fence post pressure-treated with preservative and set into fast-setting concrete as shown

2 x back-to-back display panels with "Acriplast" backing sheets and printed vinyl artwork to later separate detail

Timber posts set into fast-setting concrete

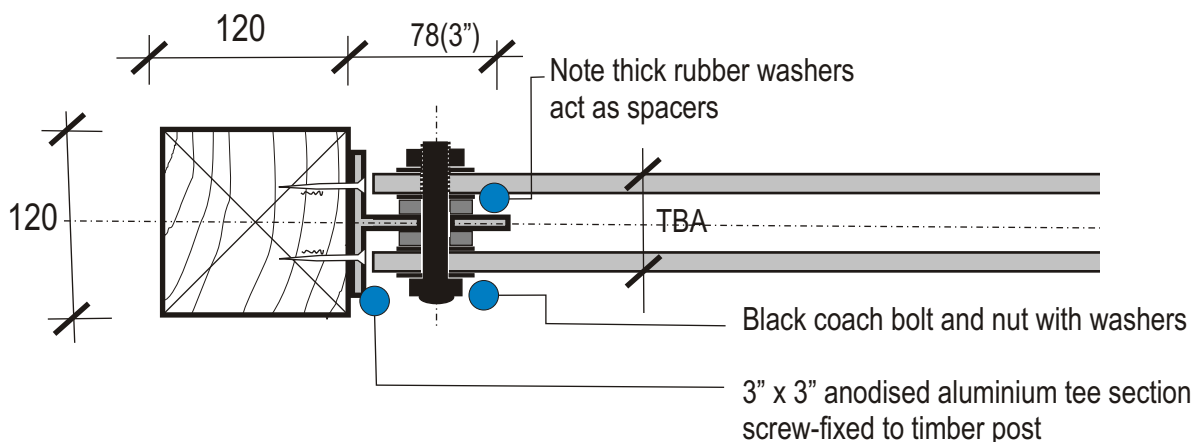
400+/-

600

1800

2400 overall

ELEVATION (similar both sides) Scale - 1:10 @ A3



DETAIL Scale - 1:5 @ A3

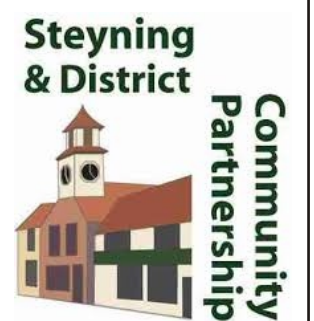
**PROJECT : STEYNING
INFORMATION PANELS**

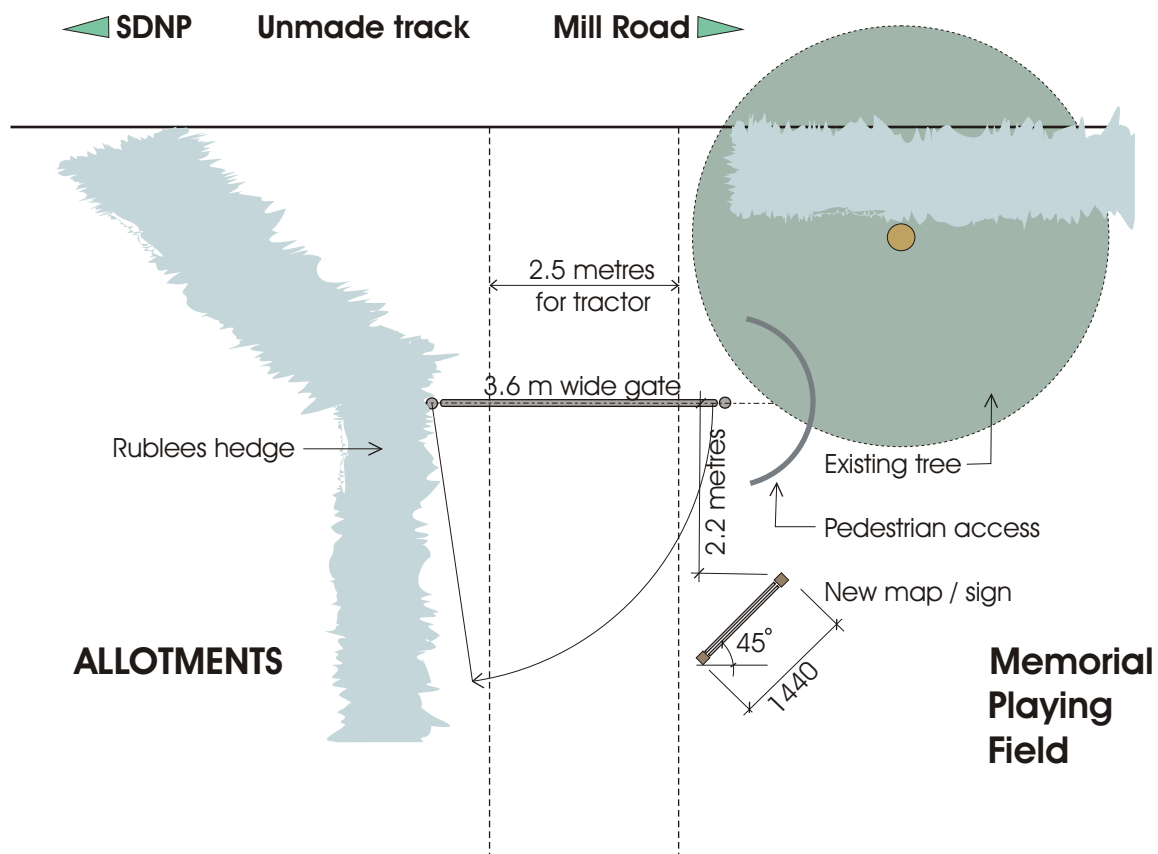
**DETAIL : MEMORIAL PLAYING FIELD
SDNP DISPLAY PANEL**

SCALE : 1:10 & 1:5 @ A3

**DATE : MARCH 2025
OCTOBER 2025 REVISION**

DRG. No : 1025 / 01b





SKETCH PLAN: MPF TOP EMERGENCY GATE

Approx scale - 1:100 @ A4

Note revised sign width reduced by 360mm



VIEW OF MAP/SIGN FROM TRACK LEAVING SDNP

Note revised width reduced from 1800mm to 1440mm overall

Steyping Parish Council Current Year

Detailed Income & Expenditure by Budget Heading 01/09/2025

Month No: 5

Committee Report

Amenities Cttee

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>201 Highways & Lighting</u>							
1001 HDC Cleaning Grant	15,246	30,500	15,254			50.0%	
Highways & Lighting :- Income	<u>15,246</u>	<u>30,500</u>	<u>15,254</u>			<u>50.0%</u>	<u>0</u>
4200 Street Light Energy	1,303	1,800	497		497	72.4%	
4201 Street Light Maintenance	2,479	2,450	(29)		(29)	101.2%	
4202 Lamp Post Testing	0	1,500	1,500		1,500	0.0%	
4210 Road Sweeping	9,083	31,900	22,817		22,817	28.5%	
4211 Town Improvements	333	1,500	1,167		1,167	22.2%	333
4259 Grit	0	200	200		200	0.0%	
4260 Pressure wash High St	0	120	120		120	0.0%	
Highways & Lighting :- Indirect Expenditure	<u>13,199</u>	<u>39,470</u>	<u>26,271</u>	<u>0</u>	<u>26,271</u>	<u>33.4%</u>	<u>333</u>
Net Income over Expenditure	<u>2,047</u>	<u>(8,970)</u>	<u>(11,017)</u>				
6000 plus Transfer from EMR	333	0	(333)				
Movement to/(from) Gen Reserve	<u>2,380</u>	<u>(8,970)</u>	<u>(11,350)</u>				
<u>301 Playing Fields</u>							
1004 Reimbursed Charges & donations	25	500	475			5.0%	
1014 Memorial Donations	0	1,000	1,000			0.0%	
Playing Fields :- Income	<u>25</u>	<u>1,500</u>	<u>1,475</u>			<u>1.7%</u>	<u>0</u>
4276 Tree and Hedge Cutting	250	5,000	4,750		4,750	5.0%	
4300 Grass Cutting	4,809	8,250	3,441		3,441	58.3%	
4309 Tree Reports & Essential works	0	2,000	2,000		2,000	0.0%	
4310 Grounds Maintenance	618	4,400	3,782		3,782	14.0%	
4312 Waste Removal	604	2,250	1,647		1,647	26.8%	
4320 Play & Gym Equip Inspections	638	2,550	1,912		1,912	25.0%	
4321 Play Equipment & Maintenance	2,131	4,900	2,769		2,769	43.5%	
4322 Memorial Tributes	0	1,000	1,000		1,000	0.0%	
4352 Litter and Bins	1,938	4,250	2,312		2,312	45.6%	
4360 Allotment Maintenance	104	3,250	3,146		3,146	3.2%	
Playing Fields :- Indirect Expenditure	<u>11,091</u>	<u>37,850</u>	<u>26,759</u>	<u>0</u>	<u>26,759</u>	<u>29.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(11,066)</u>	<u>(36,350)</u>	<u>(25,284)</u>				
<u>302 Allotments</u>							
1005 Allotment Rents	4,412	5,550	1,138			79.5%	
Allotments :- Income	<u>4,412</u>	<u>5,550</u>	<u>1,138</u>			<u>79.5%</u>	<u>0</u>
4253 Water Charges	3,750	1,350	(2,400)		(2,400)	277.8%	
Allotments :- Indirect Expenditure	<u>3,750</u>	<u>1,350</u>	<u>(2,400)</u>	<u>0</u>	<u>(2,400)</u>	<u>277.8%</u>	
Net Income over Expenditure	<u>662</u>	<u>4,200</u>	<u>3,538</u>				
Amenities Cttee :- Income	<u>19,682</u>	<u>37,550</u>	<u>17,868</u>			<u>52.4%</u>	<u>er page</u>
Expenditure	<u>28,040</u>	<u>78,670</u>	<u>50,630</u>	<u>0</u>	<u>50,630</u>	<u>35.6%</u>	

Month No: 6

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Amenities Cttee							
<u>201 Highways & Lighting</u>							
1001 HDC Cleaning Grant	30,491	30,500	9			100.0%	
Highways & Lighting :- Income	30,491	30,500	9			100.0%	0
4200 Street Light Energy	1,303	1,800	497		497	72.4%	
4201 Street Light Maintenance	2,479	2,450	(29)		(29)	101.2%	
4202 Lamp Post Testing	0	1,500	1,500		1,500	0.0%	
4210 Road Sweeping	11,526	31,900	20,374		20,374	36.1%	
4211 Town Improvements	333	1,500	1,167		1,167	22.2%	333
4259 Grit	0	200	200		200	0.0%	
4260 Pressure wash High St	0	120	120		120	0.0%	
Highways & Lighting :- Indirect Expenditure	15,642	39,470	23,828	0	23,828	39.6%	333
Net Income over Expenditure	14,849	(8,970)	(23,819)				
6000 plus Transfer from EMR	333	0	(333)				
Movement to/(from) Gen Reserve	15,183	(8,970)	(24,153)				
<u>301 Playing Fields</u>							
1004 Reimbursed Charges & donations	475	500	25			95.0%	
1014 Memorial Donations	0	1,000	1,000			0.0%	
Playing Fields :- Income	475	1,500	1,025			31.7%	0
4276 Tree and Hedge Cutting	430	5,000	4,570		4,570	8.6%	
4300 Grass Cutting	6,036	8,250	2,214		2,214	73.2%	
4309 Tree Reports & Essential works	0	2,000	2,000		2,000	0.0%	
4310 Grounds Maintenance	618	4,400	3,782		3,782	14.0%	
4312 Waste Removal	817	2,250	1,433		1,433	36.3%	
4320 Play & Gym Equip Inspections	703	2,550	1,847		1,847	27.6%	
4321 Play Equipment & Maintenance	2,396	4,900	2,504		2,504	48.9%	
4322 Memorial Tributes	0	1,000	1,000		1,000	0.0%	
4352 Litter and Bins	2,298	4,250	1,952		1,952	54.1%	
4360 Allotment Maintenance	104	3,250	3,146		3,146	3.2%	
Playing Fields :- Indirect Expenditure	13,401	37,850	24,449	0	24,449	35.4%	0
Net Income over Expenditure	(12,926)	(36,350)	(23,424)				
<u>302 Allotments</u>							
1005 Allotment Rents	5,898	5,550	(348)			106.3%	
Allotments :- Income	5,898	5,550	(348)			106.3%	0

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4253 Water Charges	4,117	1,350	(2,767)		(2,767)	304.9%	
Allotments :- Indirect Expenditure	<u>4,117</u>	<u>1,350</u>	<u>(2,767)</u>	<u>0</u>	<u>(2,767)</u>	<u>304.9%</u>	<u>0</u>
Net Income over Expenditure	<u>1,781</u>	<u>4,200</u>	<u>2,419</u>				
Amenities Cttee :- Income	36,865	37,550	685			98.2%	
Expenditure	33,160	78,670	45,510	0	45,510	42.2%	
Net Income over Expenditure	<u>3,705</u>	<u>(41,120)</u>	<u>(44,825)</u>				
plus Transfer from EMR	333	0	(333)				
Movement to/(from) Gen Reserve	<u>4,038</u>	<u>(41,120)</u>	<u>(45,158)</u>				

Community Committee -

Draft Budget 1st April 2026/ 31st March 2027

Dated 29th Oct 25. {V1}

CONSOLIDATED P & L ACCOUNT

CODE	EXPENDITURE	ACTUAL 18/19	ACTUAL 19/20	ACTUAL 20/21	ACTUAL 21/22	Budget 22/23	ACTUAL 22/23	Budget 23/24	ACTUAL 23/24	Budget 24/25	ACTUAL 24/25	Budget 25/26	YEAR END Estimate	Draft Budget for 26/27
4200	Street Light Energy	£ 640.00	£ 773.00	£ 796.00	£815	£900	£889	£975	£1,697	£1,800	£1,612	£ 1,800.00	£ 1,303.00	£ 1,800.00
4201	Street Light Maintenance	£ 1,728.00	£ 1,873.00	£ 1,920.00	£2,015	£2,200	£1,964	£2,250	£2,121	£2,250	£2,389	£ 2,450.00	£ 2,479.00	£ 2,650.00
4202	Lamppost testing	£ -	£ -	£ -	£ 1,290.00	£ 850.00	£ 1,305.00	£ 1,550.00	£ 1,320.00	£ 1,600.00	£ 1,360.00	£ 1,500.00	£ 1,500.00	£ 1,750.00
4210	Sweeping / Litter	£ 15,246.00	£ 18,008.00	£ 18,078.00	£ 17,462.00	£ 18,250.00	£ 18,077.00	£ 18,400.00	£ 29,483.00	£ 30,000.00	£ 27,396.00	£ 31,900.00	£ 31,275.00	£ 31,900.00
4211	Town Improvements	£ -	£ 150.00	£ -	£ 1,401.00	£ 1,500.00	£ -	£ 1,500.00	£ 1,840.00	£ 1,500.00	£ 220.00	£ 1,500.00	£ 1,500.00	£ 1,500.00
4253	Water - Allotments	£ 625.00	£ 1,437.00	£ 1,888.00	£ 585.00	£ 1,200.00	£ 1,117.00	£ 1,300.00	£ 121.00	£ 1,350.00	£ 696.00	£ 1,350.00	£ 4,650.00	£ 1,650.00
4259	Grit	£ -	£ -	£ -	£ 113.00	£ 200.00	£ 200.00	£ 200.00	£ -	£ 200.00	£ -	£ 200.00	£ 200.00	£ 200.00
4260	Pressure wash High Street	£ 684.00	£ -	£ -	£ -	£ 400.00	£ 76.00	£ 250.00	£ -	£ 250.00	£ 250.00	£ 120.00	£ 180.00	£ 180.00
4276	Tree and hedge cutting	£ -	£ 2,480.00	£ 3,125.00	£ 4,630.00	£ 5,000.00	£ 5,758.00	£ 5,000.00	£ 4,814.00	£ 5,000.00	£ 1,497.00	£ 5,000.00	£ 5,000.00	£ 5,000.00
4300	Grass cutting	£ -	£ 4,497.00	£ 5,363.00	£ 5,000.00	£ 5,200.00	£ 5,362.00	£ 6,800.00	£ 5,634.00	£ 8,250.00	£ 7,071.00	£ 8,250.00	£ 7,900.00	£ 8,250.00
4309	Tree Reports & Essential Works	£ -	£ -	£ -	£ 725.00	£ 6,000.00	£ 5,440.00	£ 2,903.00	£ 2,586.00	£ 2,000.00	£ 1,868.00	£ 2,000.00	£ 2,950.00	£ 2,000.00
4310	Grounds Maintenance	£ 9,877.00	£ 5,526.00	£ 6,230.00	£ 3,424.00	£ 3,500.00	£ 2,453.00	£ 3,500.00	£ 5,060.00	£ 4,200.00	£ 3,588.00	£ 4,400.00	£ 4,300.00	£ 4,400.00
4312	Waste removal PF	£ -	£ 981.00	£ 1,610.00	£ 1,591.00	£ 1,450.00	£ 1,930.00	£ 1,850.00	£ 1,884.00	£ 2,250.00	£ 2,080.00	£ 2,250.00	£ 2,150.00	£ 2,250.00
4320	Play & Exercise Equip Inspections	£ 799.00	£ 883.00	£ 702.00	£ 2,090.00	£ 1,800.00	£ 2,982.00	£ 2,000.00	£ 2,237.00	£ 2,450.00	£ 2,575.00	£ 2,550.00	£ 2,550.00	£ 2,650.00
4321	Play Equip & Maintenance	£ -	£ -	£ -	£ 7,275.00	£ 2,100.00	£ 3,237.00	£ 2,500.00	£ 6,329.00	£ 4,600.00	£ 4,048.00	£ 4,900.00	£ 5,000.00	£ 5,250.00
4322	Memorial Tributes									£ 1,000.00	£ -	£ 1,000.00	£ 1,500.00	£ 1,000.00
4352	Litter and bins	£ 3,719.00	£ 2,731.00	£ 2,936.00	£ 3,108.00	£ 3,200.00	£ 3,396.00	£ 3,250.00	£ 3,842.00	£ 4,200.00	£ 4,223.00	£ 4,250.00	£ 4,250.00	£ 4,250.00
4360	Allotments maintenance	£ 1,723.00	£ 1,863.00	£ 3,016.00	£ 2,160.00	£ 3,800.00	£ 9,445.00	£ 3,200.00	£ 1,764.00	£ 3,250.00	£ 3,200.00	£ 3,250.00	£ -	£ 3,250.00
	TOTAL EXPENDITURE	£ 35,041.00	£ 41,202.00	£ 45,664.00	£ 53,684.00	£ 57,550.00	£ 63,631.00	£ 57,428.00	£ 70,732.00	£ 76,150.00	£ 62,681.00	£ 78,670.00	£ 78,687.00	£ 79,930.00
CODE	INCOME													
1001	HDC Cleansing Grant	£ 23,384.00	£ 23,735.00	£ 24,328.00	£ 24,620.00	£ 24,800.00	£ 25,384.00	£ 25,700.00	£ 27,962.00	£ 29,500.00	£ 29,178.00	£ 30,500.00	£ 30,491.00	£ 32,000.00
1004	Reimbursed charges / Donations	£ 95,892.00	£ 1,804.00	£ 494.00	£ 440.00	£ 500.00	£ 583.00	£ 500.00	£ 540.00	£ 500.00	£ 204.00	£ 500.00	£ 475.00	£ 500.00
1005	Allotment Rents	£ 4,040.00	£ 4,266.00	£ 4,384.00	£ 4,193.00	£ 4,600.00	£ 4,706.00	£ 4,700.00	£ 5,247.00	£ 5,400.00	£ 4,918.00	£ 5,550.00	£ 5,950.00	£ 6,450.00
1006	Memorial Donations									£ 1,000.00	£ -	£ 1,000.00	£ 1,500.00	£ 1,000.00
	TOTAL INCOME	£ 123,316.00	£ 29,805.00	£ 29,206.00	£ 29,253.00	£ 29,900.00	£ 30,673.00	£ 30,900.00	£ 33,749.00	£ 36,400.00	£ 34,300.00	£ 37,550.00	£ 38,416.00	£ 39,950.00
TOTAL INCOME OVER EXPENDITURE														
		£ 88,275.00	£ 11,397.00	£ 16,458.00	£ 24,431.00	£ 27,650.00	£ 32,958.00	£ 26,528.00	£ 36,983.00	£ 39,750.00	£ 28,381.00	£ 41,120.00	£ 40,271.00	
														-39,980.00