

Arboricultural Impact Assessment and Preliminary Method Statement

For the proposed extension of

5 KNOWLE CLOSE

COPTHORNE, WEST SUSSEX, RH10 3LR

DOCUMENT CONTROL

Prepared for: Mr L Terry

Local Authority: Mid Sussex District Council

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EXECUTIVE SUMMARY

- S1. This Arboricultural Impact Assessment and Preliminary Method Statement (AIAPMS) has been instructed by Mr L Terry, the owner of the subject property, 5 Knowle Close, Copthorne, West Sussex, RH10 3LR.
- S2. The proposal comprises the extension of the existing bungalow to provide additional living space. The proposed extensions will be located on the southern and western flanks of the existing footprint, and will also include the formation of first-floor space.
- S3. This report is intended to be submitted to Mid Sussex District Council as part of the supporting technical information for a full application, and it has been prepared in accordance with British Standard BS 5837:2012 'Trees in relation to design, demolition and construction – Recommendations'.
- S4. I have consulted the Mid Sussex District Council website to ascertain the statutory controls affecting the surveyed trees. This suggests that one off-site red oak (T6) is protected by TPO ref. WP/02/TPO/08. A second TPO is drawn on the LPA mapping system, ref. WP/02/TPO/85 in proximity to the subject property. However, the boundary of this group appears to straddle the boundary of the adjacent property, No. 1 Spring Gardens, and does not appear to include the off-site trees immediately adjacent to the subject property.
- S5. Vegetation removal is limited to one boundary hedge (H1). The principal arboricultural features of the site (**Table 2**) will be retained and protected effectively. The removal of the trees identified will not result in the loss of trees of high amenity value or trees which make an essential contribution to the street scene, and will not result in a significant, long-term or irreversible impact on the arboricultural character of the site. Consequently, the removals comply with national planning guidance and local planning policy with regards to the retention of important trees.
- S6. As there will be no requirement for facilitation pruning, there will be no adverse impact to the health or stability of the trees, nor will any negative landscape impacts occur to trees as a result of the proposals.
- S7. Assessment of the current physiological condition of the subject trees, their relative tolerance of root pruning and disturbance, existing and proposed finished levels, and the protective measures prescribed above, suggests that there will be no lasting or irreversible damage to the trees to be retained, subject to full compliance with the TPP at **Appendix 3**.
- S8. In light of the assessments set out above, there is no arboricultural reason to suggest that the proposals will result in an unsustainable relationship with the retained tree stock.
- S9. Based on the above considerations, I conclude that the overall arboricultural magnitude of the scheme is low, as defined at **Table 1**.

1 INTRODUCTION

1.1 INSTRUCTION

1.1.1 This Arboricultural Impact Assessment and Preliminary Method Statement (AIAPMS) has been instructed by Mr L Terry, the owner of the subject property, 5 Knowle Close, Copthorne, West Sussex, RH10 3LR.

1.2 DESCRIPTION OF PROPOSALS

1.2.1 The proposal comprises the extension of the existing bungalow to provide additional living space. The proposed extensions will be located on the southern and western flanks of the existing footprint and will also include the formation of first-floor space.

1.3 TERMS OF REFERENCE (TOR)

1.3.1 This report is intended to be submitted to Mid Sussex District Council as part of the supporting technical information for a full application, and it has been prepared in accordance with British Standard BS 5837:2012 'Trees in relation to design, demolition and construction – Recommendations'.

1.3.2 The aim of this report is to identify the impact of the proposed development on the existing site context, identify trees for removal and retention, and to outline suitable protection measures as necessary to minimise lasting adverse impacts to retained trees.

1.3.3 This report should be read in conjunction with the tree survey schedule, the tree constraints plan and the tree protection plan.

1.4 AUTHOR

1.4.1 I am Matthew Jones the Managing Director and Principal Arboriculturist of MDJ Arboricultural Consultancy Limited. I have worked exclusively within the arboriculture industry for over 15 years, initially as a climbing arborist. I completed the BSc (Hons) in Arboriculture and Urban Forestry awarded by UCLan in 2022, have been a Professional Member of the Arboricultural Association (MArborA) since 2020, and was awarded Registered Consultant status (RCArborA) in 2025. I am also an Associate Member of the Institute of Chartered Foresters.

2 PLANNING CONTEXT AND LEGISLATION

2.1 NATIONAL PLANNING GUIDANCE

The National Planning Policy Framework

2.1.1 The National Planning Policy Framework (NPPF) (February 2025) sets out the principles against which Local Planning Authorities should determine planning applications. The following paragraphs are of particular relevance and are summarised below; the full text is available within the published Framework.

2.1.2 Paragraph 136 recognises the contribution trees make to the character and quality of urban environments and to climate change mitigation and adaptation, and directs that existing trees should be retained wherever possible (NPPF, 2025, para. 136).

2.1.3 Paragraph 187 directs that planning decisions should contribute to and enhance the natural environment, recognising the wider benefits of trees and woodland as natural capital (NPPF, 2025, para. 187).

2.1.4 Paragraph 193 directs that development resulting in the loss or deterioration of irreplaceable habitats, including ancient woodland and ancient or veteran trees, should be refused unless there are wholly exceptional reasons and a suitable compensation strategy exists (NPPF, 2025, para. 193).

2.2 LOCAL PLANNING POLICY

Mid Sussex District Plan 2014-2031

2.2.1 The Mid Sussex District Plan, adopted in March 2018, sets out the local authority's expectations for development in relation to trees. The principal policy in this regard is provided below. Policy DP37 'Trees, Woodland and Hedgerows', states:

'The District Council will support the protection and enhancement of trees, woodland and hedgerows, and encourage new planting. In particular, ancient woodland and aged or veteran trees will be protected.'

Development that will damage or lead to the loss of trees, woodland or hedgerows that contribute, either individually or as part of a group, to the visual amenity value or character of an area, and/ or that have landscape, historic or wildlife importance, will not normally be permitted.

Proposals for new trees, woodland and hedgerows should be of suitable species, usually native, and where required for visual, noise or light screening purposes, trees, woodland and hedgerows should be of a size and species that will achieve this purpose.

Trees, woodland and hedgerows will be protected and enhanced by ensuring development:

- *incorporates existing important trees, woodland and hedgerows into the design of new development and its landscape scheme; and*
- *prevents damage to root systems and takes account of expected future growth; and*
- *where possible, incorporates retained trees, woodland and hedgerows within public open space rather than private space to safeguard their long-term management; and*
- *has appropriate protection measures throughout the development process; and*
- *takes opportunities to plant new trees, woodland and hedgerows within the new development to enhance on-site green infrastructure and increase resilience to the effects of climate change; and*
- *does not sever ecological corridors created by these assets. Proposals for works to trees will be considered taking into account:*
 - *the condition and health of the trees; and*
 - *the contribution of the trees to the character and visual amenity of the local area; and*

- the amenity and nature conservation value of the trees; and
- the extent and impact of the works; and
- any replanting proposals.

The felling of protected trees will only be permitted if there is no appropriate alternative. Where a protected tree or group of trees is felled, a replacement tree or group of trees, on a minimum of a 1:1 basis and of an appropriate size and type, will normally be required. The replanting should take place as close to the felled tree or trees as possible having regard to the proximity of adjacent properties.

Development should be positioned as far as possible from ancient woodland with a minimum buffer of 15 metres maintained between ancient woodland and the development boundary.'

2.3 TREE PRESERVATION ORDERS (TPOs)

2.3.1 I have consulted the Mid Sussex District Council website to ascertain the statutory controls affecting the surveyed trees. This suggests that one off-site red oak (T6) is protected by TPO ref. WP/02/TPO/08.

2.3.2 A second TPO is drawn on the LPA mapping system, ref. WP/02/TPO/85 in proximity to the subject property. However, the boundary of this group appears to straddle the boundary of the adjacent property, No. 1 Spring Gardens, and does not appear to include the off-site trees immediately adjacent to the subject property.

Figure 1: screenshot of the MSDC mapping system, suggesting additional TPOs exist to the south of the subject site.



2.4 CONSERVATION AREAS (CAs)

2.4.1 The site does not appear to be within a designated conservation area.

3 IMPACT ASSESSMENT METHODOLOGY

3.1.1 In order to systematically assess the overall impact of the scheme, I have devised a series of categories which summarise the likely post-planning site conditions on the presumption that consent is gained and the scheme is built out. My conclusions are summarised at **Table 1** below.

Table 1: MDJAC magnitudes of impact summary.

Impact category	Description
High	Total or extensive alteration to the existing arboricultural character of the site, or the principal arboricultural features on or adjacent to it. The post-planning situation is significantly and adversely different.
Medium	Partial alteration to the existing arboricultural character of the site, or the principal arboricultural features on or adjacent to it. The post-planning situation is partially different.
Low	Minor alteration to the existing arboricultural character of the site, or the principal arboricultural features on or adjacent to it. The post-planning changes will be distinguishable, but comparable to the existing context.
Negligible	No or very minor alteration to the existing arboricultural character of the site, or the principal arboricultural features on or adjacent to it. The post-planning situation is not readily distinguishable from the existing context.

4 SITE ASSESSMENT

4.1 SITE VISIT AND TREE INSPECTION

4.1.1 I undertook a site inspection and tree survey on Tuesday, 7 July 2026. Weather conditions at the time were clear, dry and bright.

4.1.2 The dimensions and assessments reflect the condition of the trees at the time of the survey. I surveyed the trees from within the boundaries of the site only, from ground level, aided by binoculars, an acoustic hammer and a steel probe where necessary. The information contained within this document does not constitute a full hazard or risk assessment, and therefore I (MDJ Arboricultural Consultancy Limited) make no guarantee of their stability or safety.

4.1.3 I collected the baseline data using a handheld tablet, exported to Microsoft Excel to produce the tree survey schedule at **Appendix 1**. Tree locations have been plotted from on-site measurements to produce the Tree Constraints Plan (**Appendix 2**), onto which the proposed layout has been overlaid to produce the Tree Protection Plan at **Appendix 3**.

4.2 DESCRIPTION OF SITE

4.2.1 The site is located on the east side of Knowle Close. The north boundary abuts the curtilage of the adjacent residential property, No. 6 Knowle Close, whilst the east boundary meets an unmarked green lane. The south and west boundaries both front onto Knowle Close.

4.2.2 The broadly triangular shaped plot consists of an existing driveway on the west aspect, which is surrounded by lawn. An access footpath leads along the northern boundary to the rear garden, which is largely

laid to turf. The exception to this soft landscaping is a patio area which encompasses the entire southern section of the rear garden.

Photograph 1: below left, looking eastwards towards the subject property (outlined) from Knowle Close; and

Photograph 2: below right, looking north from the southern boundary, showing the existing soft landscaping in the rear garden to the east of the property.



Photograph 3: looking northwards from the south boundary, showing the extent of the patio area to the south of the existing property.



4.3 EXISTING TREE STOCK

4.3.1 All trees have been categorised in accordance with the cascade chart at Table 1 of British Standard BS 5837:2012; justification for the categorisation is provided within the comments for each tree in the tree survey schedule at **Appendix 1**.

4.3.2 No trees have been assessed as category 'A'; there are no trees of high quality with an estimated remaining life expectancy of more than 40 years that are particularly good examples of their species, rare or unusual specimens, or essential components of formal arboricultural features.

4.3.3 Five individuals have been assessed as category 'B', being of moderate quality with a remaining life expectancy of at least 20 years. These include trees that have been downgraded from category 'A' due to impaired condition, including significant but remediable defects such that they are unlikely to be suitable for retention for more than 40 years; those that are present in numbers, groups or woodlands and so attract a higher collective value; and those with material or other cultural value; or a combination of these.

4.3.4 The remaining trees have been assessed as category 'C', being of either low value with a remaining life expectancy of between 10 and 20 years; young trees with trunk diameters below 150mm; those growing in groups of trees without conferring any significance to the collective landscape; or those providing low or temporary landscape benefits.

4.4 PRINCIPAL ARBORICULTURAL FEATURES (PAFs)

4.4.1 A Principal Arboricultural Feature refers to a tree, group of trees or woodland that warrants particular consideration within the context of a development proposal due to its arboricultural, landscape, or statutory importance.

4.4.2 The identification of PAFs typically takes into account factors such as tree quality and condition, age class, size and life expectancy, landscape prominence and visual amenity, ecological value, and whether the trees are subject to or worthy of statutory protection (e.g. Tree Preservation Orders or Conservation Area designation).

4.4.3 Veteran trees and areas of ancient woodland are regarded as PAFs by default due to their exceptional ecological, landscape and cultural value. The National Planning Policy Framework (NPPF) identifies these as irreplaceable habitats, recognising that the complex structural features they develop over long periods, such as cavities, deadwood, sap runs and decaying heartwood, support highly specialised species of fungi, invertebrates, birds and bats that cannot readily be recreated. As a result, veteran trees provide disproportionately high biodiversity value and ecosystem services compared with younger specimens.

4.4.4 There are no veteran trees on or immediately adjacent to the site.

4.4.5 The tree survey schedule contains six individuals, one group of trees, and one hedge. Of these, I consider the trees identified below to be the principal arboricultural features (PAFs):

Table 2: Principal Arboricultural Features (PAFs).

Tree no.	Species	Contribution to landscape	BS 5837 category
T2	White poplar	Mature off-site tree which makes a significant contribution to the landscape in views from Knowle Close	B
T4	White poplar	Dominant and mature off-site tree which makes a significant contribution to the landscape in views from Knowle Close	B

4.4.6 The trees identified above should be treated as the most valuable trees within the context of the proposed redevelopment. All reasonable efforts have been made to ensure their safe retention, protection and integration into the proposals.

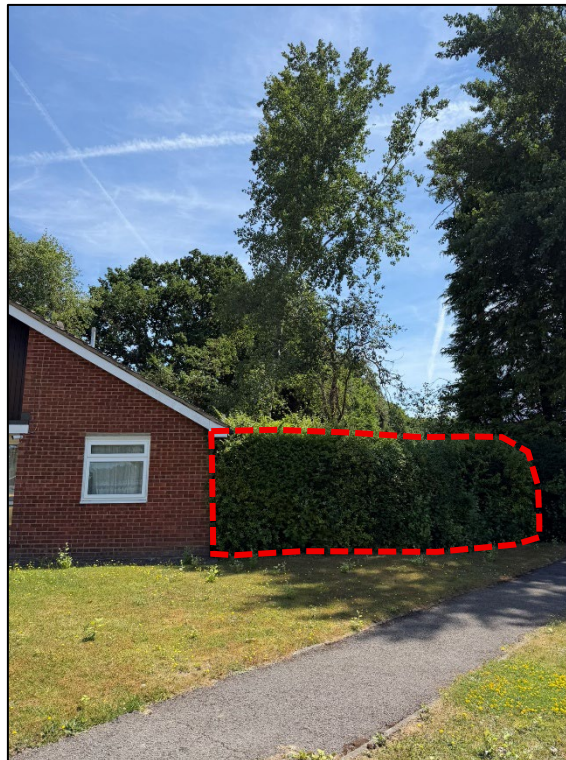
5 ARBORICULTURAL IMPACT ASSESSMENT (AIA)

5.1 TREES TO BE REMOVED

5.1.1 Removals to facilitate the proposed development are limited to a hedgerow (H1), which principally includes Berberis and holly.

5.1.2 Whilst the hedge affords some low-level screening of the current context, it is readily replicable and of limited public amenity value. Accordingly, its removal as part of the proposals would not lead to a significant detrimental impact to the arboricultural landscape, particularly if replaced post-completion.

Photograph 4: showing H1 proposed for removal.



5.2 TREES TO BE PRUNED

5.2.1 No facilitative pruning of retained trees is required to implement the proposals.

5.3 ROOT PROTECTION AREA (RPA) CONFLICTS

5.3.1 Section 4.6 of BS 5837:2012 recommends that the RPA initially be plotted as a circle; where pre-existing site conditions indicate asymmetric rooting, a polygon of equivalent area should be produced. Where relevant,

I have modified the RPA of affected trees to reflect likely root distribution given rooting barriers such as the adjacent highway and property footprints ^{1,2}.

5.3.2 Accordingly, the RPAs of the large white poplar (T4) and the red oak (T6) have been trimmed to the line of the existing Knowle Close highway, to indicate the maximum theoretical encroachment towards the subject property. This should not be taken to imply that the road acts as an effective barrier to all root growth. Poplar suckers are evident at circa 12m from the trunk on the opposite side of the road, indicating that at least some roots have established beneath and beyond the carriageway.

Photograph 5: below left, showing poplar suckers on the south side of Knowle Close over 10m from the parent tree; and

Photograph 6: below right, showing a close up of the sucker foliage.



5.3.3 The root protection area of one tree (T1) identified for retention will be impacted by the proposals, as detailed at below.

Table 3: RPA conflicts, cause and percentage of total RPA affected.

Tree no.	TPO no.	Species	Cause of incursion	% of total RPA
T4	n/a	White poplar	Proposed extension footprint	6%

5.3.4 Section 5.3 of BS 5837:2012 recommends that the default position of structures should be outside of the defined RPAs, and further recommends that justification for demolition or construction work abutting or within the RPAs should be provided if the default position cannot be accommodated. The successful retention and protection of retained trees is dependent upon several factors. I have therefore developed a systematic

¹ (Roberts, Jackson, & Smith, 2006)

² (Urban, 2008)

scoring system to aid in the calculation of cumulative impacts within the RPAs of retained trees, based on the following factors:

- **Distance.** The distance of construction activities from the trunk of the tree;
- **Biological characteristics.** Consideration of the subject tree's age class, physiology, vigour, and genetic tolerance of disturbance³;
- **Extent of impact.** The extent of the RPA affected by construction activities, given as a percentage of the total area;
- **Construction intensity.** Consideration of the likely depth and nature of any excavations; and
- **Mitigation.** Consideration of existing root barriers and associated alterations to likely root morphology, and the availability or appropriateness of contiguous areas into which the construction impacts can be mitigated; or the application of improvements.

Table 4: cumulative-factor impact assessment.

Tree no.	Species	Distance	Biological	Extent	Intensity	Mitigation	Total
T4	White poplar	4	3	4	2	2	15

Explanatory notes

Distance. Work within the canopy merits 0-2 points; works within 2m of the canopy merits 3 points; works greater than 2m from the canopy merits 4 points.

Biological. Veteran or over-mature trees, or trees in poor physiological condition merit 0-2 points; mature trees with good or fair physiological condition merit 3 points; other age classes with good or fair physiological condition merit 4 points.

Extent. If more than 20% of the total RPA is affected, 0-2 points are awarded; if 10-20% of the total RPA is affected, 3 points are awarded; if less than 10% of the RPA is affected, 4 points is awarded.

Intensity. Extensive excavation to depths beyond 1m from existing ground level or through the entire rooting profile merits 0-2 points; moderate excavation to 500mm, or approximately 50% of the rooting profile merits 3 points; minor excavation to less than 250mm or 'no-dig' solutions merit 4 points.

Mitigation. If up to 50% of the RPA is unaffected and available for mitigatory works but no contiguous soft landscaping exists 0-2 points is awarded; if more than 50% of the RPA is available for improvement and contiguous soft landscaping exists 3 points are awarded; if 100% of the RPA is available for improvement and contiguous soft landscaping exists 4 points are awarded.

Total. Trees cumulating less than 10 points are unlikely to be suitable for retention. Trees cumulating 11-20 points could be retained subject to appropriate protection measures.

5.3.5 The impacts identified at **Tables 3 and 4** above affect one tree, resulting in a maximum indicative incursion of 12% of the tree's modified RPA. The cumulative factor impact assessment (**Table 4**) results in a total score of 15 out of a possible 20 points and as such, these impacts could likely be mitigated with no lasting damage to the tree, subject to appropriate tree protection methods and working practices; as provided at Section 6.

³ (Matheny & Clark, 1998)

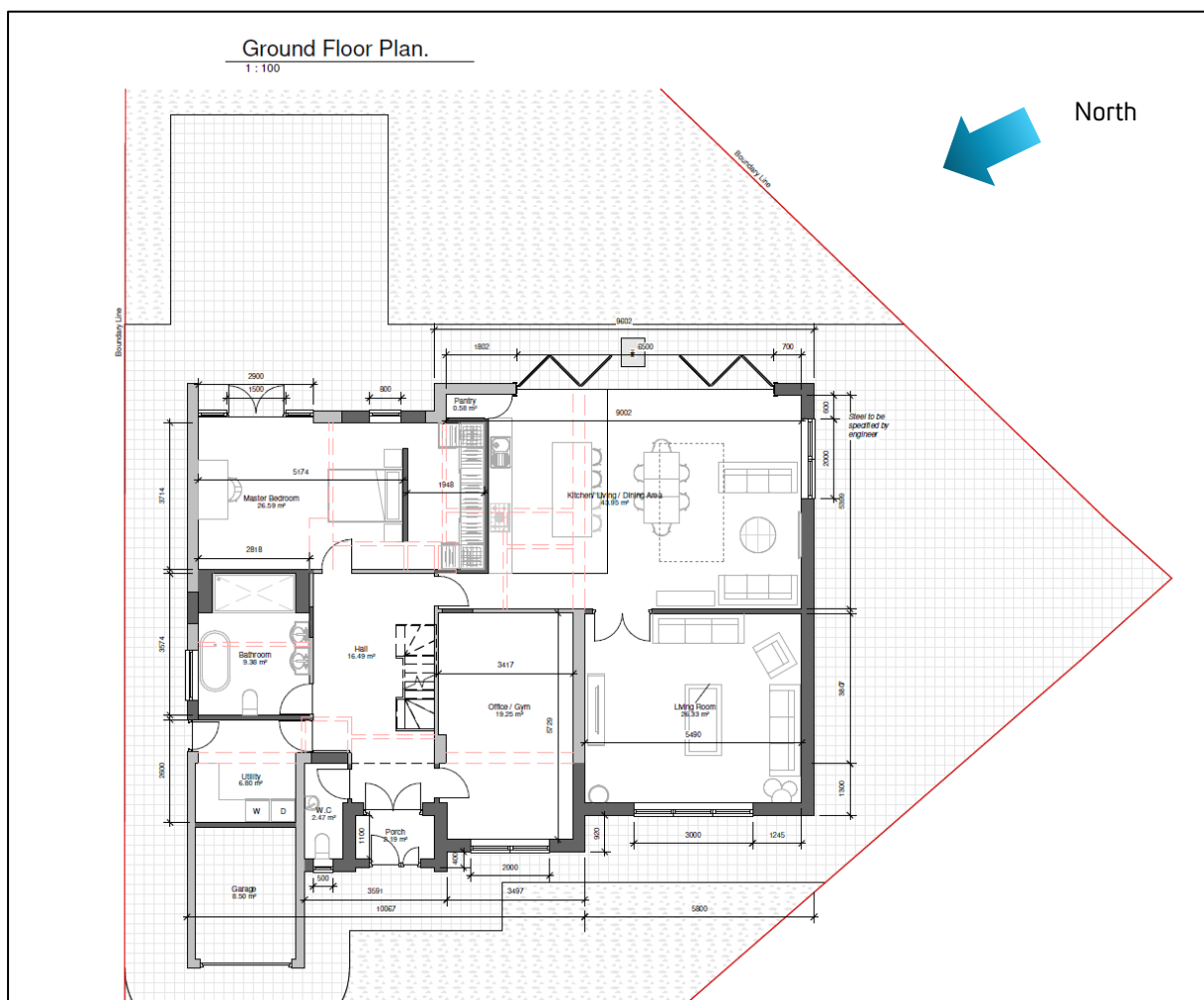
5.4 POST-OCCUPATION PRESSURE ON TREES

5.4.1 The proposed extensions will be located within the shadow patterns of the retained trees around the periphery of the site, principally, the white poplar (T4). The shadow arc is a design tool to simulate the shade cast by each retained tree and is drawn as an arc from north-west to due east at a distance equivalent to the tree's current height.

5.4.2 The affected rooms on the proposed floor plan are a kitchen/diner and living room at ground level. To mitigate the impacts of shade and to improve the volume of natural light ingress, the kitchen/diner will incorporate dual fenestration, including large bi-folding doors on the east side closest to the garden.

5.4.3 The living room windows will be orientated to the west and will overlook the front garden, allowing for unimpeded views away from the retained trees, which might reduce the oppressive nature that direct views of the retained trees might cause.

Figure 2: showing the proposed ground floor plan and window locations.



5.4.4 On the first floor, the proposed bedrooms will include windows that directly face the retained poplar tree (T4). However, the windows are set back and are within the existing building footprint, resulting in a greater distance between the two, and reduced impact resulting from shade. Moreover, poplar has a relatively sparse canopy compared to other broadleaf trees such as beech, and its deciduous nature will ensure that it is bare of foliage for around half of the year. The combination of these inherent species characteristics will further reduce the impact of shade cast by the tree. Accordingly, I do not consider the post-completion juxtaposition to be unsustainable, or likely to result in increased pressure for pruning or removal of the retained trees.

6 PRELIMINARY METHOD STATEMENT (PMS)

6.1 ARBORICULTURAL PRE-REQUISITES

6.1.1 An arboriculturist will be retained to provide technical support for the duration of the works and to carry out the monitoring and supervision schedule set out below. The project arboriculturist will oversee the holding of a pre-commencement meeting, site-based monitoring of protective measures, and supervision of technical elements in proximity to retained trees. A short summary report will be sent to the local planning authority within five days of each visit.

6.2 SEQUENCING OF WORKS

6.2.1 The sequencing comprises pre-commencement operations, the main construction phase and the landscaping phase. To prevent unacceptable damage, the phasing in relation to tree protection will follow the sequence below.

Table 5: phasing of tree protection strategy.

Item	Description	Arb supervision
Pre-commencement requirements		
1	Site preparation, including vegetation removal.	None
2	Retention of existing boundary fencing to act as tree protection fencing for off-site trees, and the placement of temporary ground protection over exposed soft landscaped areas. To be confirmed as compliant at a formal pre-commencement meeting.	1 visit
Formal commencement of works		
3	Excavation for new underground service routes.	1 visit + as necessary
4	Principal construction phase, including excavation for new foundations.	Monthly, then every 6-8 weeks
5	Removal of protection measures and final assessment of tree condition.	1 visit

6.3 VEGETATION REMOVAL

6.3.1 The first stage of site preparation will be to clear the vegetation identified for removal (H1), shown in red on the tree protection plan. I recommend that an Arboricultural Association Approved Contractor is used (<https://www.trees.org.uk/ARB-Approved-Contractor-Directory>).

6.4 TREE PROTECTION FENCING (TPF)

6.4.1 As all of the retained trees are outside the property boundary, the retention of the existing boundary fencing will provide an adequate level of physical protection against construction activities. Therefore, no supplementary fencing will be necessary, subject to the placement of suitable ground protection measures prior to the commencement of works.

6.5 TEMPORARY GROUND PROTECTION (TGP)

6.5.1 Prior to the commencement of works, the areas between the boundary fencing and the RPAs of the retained trees will be safeguarded by temporary ground protection, shown by **cyan hatching** on the TPP. Given the size and scope of the project, it is likely that such protection measures will need to be suitable for dissipating loads associated with contractor footfall and light plant.

Figure 3: examples of temporary ground protection boards to protect against footfall and light plant⁴



6.5.1 Ground protection should remain in place for the duration of the project and should only be removed immediately prior to the landscaping phase once all heavy plant has been removed from site. A methodology for its installation is provided below.

- Marking out of the ground protection area by an engineer;
- No excavation beyond existing ground levels;
- Placement of a geotextile membrane as a separation layer;
- A 75-100mm compressible layer of woodchip above the membrane; and

⁴ (Ground Guards, 2026)

- v. Proprietary interlocking ground protection boards (e.g. LiteTrack) installed over the membrane and compressible layer.

6.6 PRE-COMMENCEMENT MEETING (PCM)

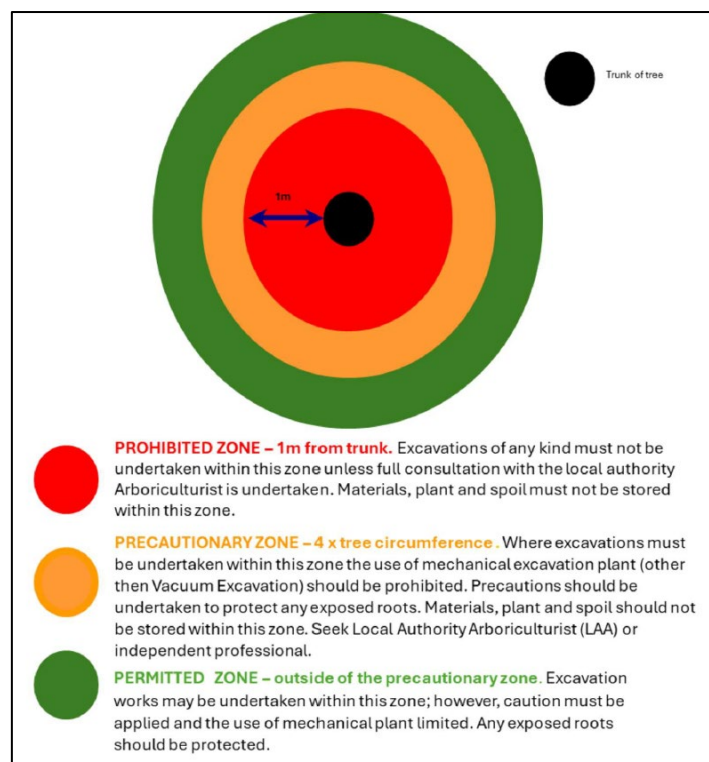
6.6.1 Once the final protection measures are installed, the arboriculturist will attend a formal pre-commencement meeting with all personnel with control over works near retained trees; the local authority tree officer will be invited to attend. A summary of the observations and confirmation of adherence with this document will be circulated to all parties, including the local authority tree officer.

6.7 EXCAVATION FOR UNDERGROUND SERVICES

6.7.1 The precise location of new or upgraded incoming utility services has not been confirmed at the time of writing. However, as the proposal relates to the extension of an existing dwelling, it is anticipated that existing service corridors can be retained and, where feasible, existing connections re-used.

6.7.2 On this basis, significant excavation for new service runs within Root Protection Areas (RPAs) is not anticipated. Should diversion or installation of new services within RPAs prove necessary, these will be designed and implemented in accordance with Street Works UK: Publications Volume 4 – Guidelines for the planning, installation, and maintenance of Utility apparatus in proximity to Trees, as summarised below.

Figure 3: the tree protection zone, reproduced for informative and explanatory purposes only⁵.



⁵ (Street Works UK, 2026)

6.7.3 Works will recognise three zones around each tree, defined in relation to the trunk and canopy:

- Prohibited Zone (inner zone close to trunk): no excavation, storage, trafficking or plant access permitted;
- Precautionary Zone (surrounding area): mechanical excavation is not permitted and special working methods are required; and
- Permitted Zone (outer area): works may proceed with care, ensuring exposed roots are protected.

6.7.4 Excavation methods within these zones will be as follows:

- Open trench excavation within the Prohibited Zone is not permitted;
- Within Precautionary Zones, excavation will be by hand-digging, vacuum excavation (air-spade/suction), or narrow trenching only where agreed with the local authority;
- Roots greater than 25mm diameter will not be severed without local authority approval; and
- If unavoidable root severance is approved, cuts will be clean using sharp tools.

6.8 SENSITIVE EXCAVATION WITHIN ROOT PROTECTION AREAS

6.8.1 The small section of proposed foundation within the RPA of T18 will be implemented using the below methodology.

- i. All excavation is to be supervised by the project arboriculturist;
- ii. Extent of excavation to be accurately marked out prior to commencement by an engineer using biodegradable spray paint;
- iii. The upper 750mm of excavation will be carried out manually, using hand tools only, including with compressed air if necessary;
- iv. All roots encountered will be cut back to the face of the excavation using a handsaw, irrespective of the number and distribution. The cut ends will be protected from direct sunlight by wrapping them in hessian sacking; during periods of prolonged dry weather, the hessian sacking will be irrigated periodically to prevent the roots from drying out; and
- v. Upon completion, the project arboriculturist will prepare a short supervision record to be forwarded to the LPA.

6.9 MAIN CONSTRUCTION PHASE

6.9.1 The arboricultural consultant will supervise the prescribed methods of work and root treatment, and during initial groundworks will monitor the site at monthly intervals, reducing to every 6-8 weeks once substantial groundwork is complete. A short summary report will be forwarded to the LPA within five working days of each visit.

6.10 ARBORICULTURAL SUPERVISION AND MONITORING

6.10.1 Arboricultural supervision and monitoring is the process by which a suitably qualified project arboriculturist oversees the implementation of the tree protection strategy throughout the works. It comprises confirming the correct installation of tree protection fencing and other measures before works begin, attending site at the intervals set out in the sequencing table, supervising any operations within Root Protection Areas (such as sensitive excavation or no-dig construction), and recording the condition of retained trees. Supervision provides an audit trail demonstrating compliance with this method statement, allows protective measures to be adjusted as site conditions require, and gives early warning of any incident so that remedial action can be taken. A short summary report will be issued to the local planning authority within five days of each supervisory

visit, and supervision underpins and connects each of the individual protection measures described above into a single, coordinated strategy.

6.11 MANAGEMENT OF VARIATIONS AND INCIDENTS

Variations to approved documents

6.11.1 There will be no variation to the tree protection measures set out within this report without the prior authorisation by the local planning authority.

6.11.2 Should variations become necessary for unforeseeable reasons, they will be dealt with in the following way:

- i. Site Manager to contact arboriculturist to explain the need for variation;
- ii. Arboriculturist to provide preliminary advice on technical aspects where necessary;
- iii. Arboriculturist to visit the site as necessary to collect the relevant information to enable a revised method statement or protection strategy to be drawn up;
- iv. Production of updated method statement and tree protection plan;
- v. Updated package of document to be sent to the local authority for approval;
- vi. Consent received; and
- vii. Variations to be implemented on site.

6.11.3 Under no circumstances will varied protection measures, whether pertaining to the specification for temporary trunk or ground protection, or the frequency of arboricultural monitoring visits, proceed without the prior approval from the local planning authority.

Accidents and incidents

6.11.4 Where accidents or incidents result in damage to the protective measures prescribed above, the project arboriculturist will be informed within 48 hours. The Site Manager will compile a brief record of the incident and the extent of damage, together with any adverse impacts on the retained tree stock and send this via email to the project arboriculturist. The arboriculturist will review and advise as necessary.

6.11.5 Should the temporary trunk or ground protection measures become damaged, they will be repaired or replaced within 48 hours of the incident.

6.11.6 The project arboriculturist will forward the Site Manager's record, together with a detailed list of actions taken to minimise damage and remedial works (where necessary) to the local authority.

7 CONCLUSIONS AND RECOMMENDATIONS

7.1 CONCLUSIONS

7.1.1 Vegetation removal is limited to one boundary hedge (H1). The principal arboricultural features of the site (**Table 2**) will be retained and protected effectively. The removal of the trees identified will not result in the loss of trees of high amenity value or trees which make an essential contribution to the street scene, and will not result in a significant, long-term or irreversible impact on the arboricultural character of the site.

Consequently, the removals comply with national planning guidance and local planning policy with regards to the retention of important trees.

7.1.2 As there will be no requirement for facilitation pruning, there will be no adverse impact to the health or stability of the trees, nor will any negative landscape impacts occur to trees as a result of the proposals.

7.1.3 Assessment of the current physiological condition of the subject trees, their relative tolerance of root pruning and disturbance, existing and proposed finished levels, and the protective measures prescribed above, suggests that there will be no lasting or irreversible damage to the trees to be retained, subject to full compliance with the TPP at **Appendix 3**.

7.1.4 In light of the assessments set out above, there is no arboricultural reason to suggest that the proposals will result in an unsustainable relationship with the retained tree stock.

7.1.5 Based on the above considerations, I conclude that the overall arboricultural magnitude of the scheme is low, as defined at **Table 1**.

7.2 RECOMMENDATIONS

- 1) Ensure that the protective measures set out within this report and shown on the appended tree protection plan are erected prior to the commencement of works and followed stringently throughout construction.

Matthew Jones

Matthew Jones BSc (Hons), RCArborA, MArborA
Arboricultural Association Registered Consultant



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APPENDIX 1:

TREE SURVEY SCHEDULE



Licence No. RC207



No. PR5437



No. 782057



TREE SURVEY SCHEDULE

Project:	5 Knowle Close, Copthorne, RH10 3LR
Client:	Mr L Terry
Document Ref.:	MDJAC-BS26141-TSS-01
Survey Date:	7 July 2026

BS5837:2012 Tree Survey Schedule - Explanatory Notes

This document is based on a site visit and inspection undertaken by Matt Jones of MDJ Arboricultural Consultancy Ltd on 7 July 2026; deciduous trees were in full leaf.

The dimensions and assessments of the trees contained within this document reflect their condition at the time of the survey. I surveyed the trees from within the boundaries of the site only. The presence of additional physiological or structural defects that are only visible from restricted-access viewpoints cannot be discounted.

All trees were surveyed from ground level only, aided by the use of binoculars where considered necessary. The information contained within this document does not constitute a full hazard or risk assessment, and therefore, I (MDJ Arboricultural Consultancy Ltd) make no guarantee of their stability or safety.

1. Tree no.

Individual number assigned to the tree for identification, commencing at 1.

2. Statutory controls.

An indicative assessment of whether the tree is protected by a TPO [Ref. No. provided] or by virtue of being within a conservation area [Cons Area].

3. Species

Common and botanical names are provided. Botanical names are shown in italics.

4. Height

Measured using a clinometer or laser rangefinder, given in metres.

5. Trunk diameter

Trunk diameter measured at 1.5m, unless stated otherwise, in accordance with Figure C.1 of British Standard BS 5837:2012 "Trees in relation to design, demolition and construction - Recommendations".

6. Radial crown spread

Extent of branches from the centre of the trunk to the tips in the principal cardinal directions, rounded up to the closest half metre. For trees with symmetrical canopies, an average measurement is provided.

7. Crown clearance

Height above ground level of the lowest live branch, in metres.

8. Height to first branch

Height above ground level of the origin of the lowest branch, in metres.

9. Age class

Young: recently planted, or yet-to-be established specimen, usually below 10m in height, subject to species characteristics;

Semi-mature: a recently established specimen, usually with excurrent morphology, and yet-to-reach its ultimate proportions, subject to species characteristics;

Mature: fully established, complex, decurrent or broad branching structure, and has achieved or is nearing its ultimate proportions, subject to environmental conditions and species characteristics;

Over-mature: has reached maturity, but is showing symptoms of minor decline within its canopy;

Veteran: has a large trunk diameter for its species, but displays evidence of veteranisation such as fungal colonisation, decay, hollowing, and has commenced retrenchment within its canopy;

Ancient: exceeds the typical size and age of the species, with a very large trunk diameter; with extensive fungal colonisation, decay, hollowing and veteran characteristics; has undergone significant retrenchment and is within the latter stages of life.

10. Physiology

General health and biological function, taking into account a healthy specimen of its size, age, species and location.

11. Structure

Structural condition of the tree, based on root (visible portions only), basal, trunk, stem and branch morphology.

Good: No morphological defects and no fungal or bacterial colonisation;

Fair: only minor morphological defects and a very low likelihood of failure; no pathological colonisation;

Poor: irremediable and significant morphological defects, leading to an increased likelihood of failure.

12. Landscape contribution

Assessment of landscape contribution and public amenity. Provided as either Low, Moderate or High.

13. Estimated remaining contribution

Provided in years as either <10, 10-20, 20-40 or 40+.

14. Comments

Comments have been made where appropriate.

15. BS5837:2012 Category

Category assigned to the tree, based on its arboricultural quality, arboricultural landscape value and potential, in accordance with Table 1 of British Standard BS 5837:2012 "Trees in relation to design, demolition and construction - Recommendations".

16. RPA radius

Radius of the root protection area, based on the trunk diameter of the tree, in accordance with Section 4.6 of British Standard BS 5837:2012 "Trees in relation to design, demolition and construction - Recommendations".

17. RPA Area

Total area in metres squared of the root protection area, based on the trunk diameter of the tree, in accordance with Section 4.6 of British Standard BS 5837:2012 "Trees in relation to design, demolition and construction - Recommendations".

Table 1: Cascade chart for tree quality assessment

Category and definition	Criteria			Identification on plan
Trees unsuitable for retention				
Category U Those in such a condition that they cannot realistically be retained as living trees in the context of the current land use for longer than 10 years	Trees that have serious, irremediable, structural defect, such that their early loss is expected due to collapse, including those that will become unviable after removal of other category U trees (e.g. where, for whatever reason, the loss of companion shelter cannot be mitigated by pruning) Trees that are dead or are showing signs of significant, immediate, and irreversible overall decline Trees infected with pathogens of significance to the health and/or safety of other trees nearby, or very low quality trees suppressing adjacent trees of better quality			Red
Trees to be considered for retention				
	1. Mainly arboricultural qualities	2. Mainly landscape qualities	3. Mainly cultural values, including conservation	
Category A Trees of high quality with an estimated remaining life expectancy of at least 40 years	Trees that are particularly good examples of their species, especially if rare or unusual; or those that are essential components of groups or formal or semi-formal arboricultural features (e.g. the dominant and/or principal trees within an avenue)	Trees, groups or woodlands of particular visual importance as arboricultural and/or landscape features	Trees, groups or woodlands of significant conservation, historical, commemorative or other value (e.g. veteran trees or wood-pasture)	Green
Category B Trees of moderate quality with an estimated remaining life expectancy of at least 20 years	Trees that might be included in category A, but are downgraded because of impaired condition (e.g. presence of significant though remediable defects, including unsympathetic past management and storm damage), such that they are unlikely to be suitable for retention for beyond 40 years; or trees lacking the special quality necessary to merit the category A designation	Trees present in numbers, usually growing as groups or woodlands, such that they attract a higher collective rating than they might as individuals; or trees occurring as collectives but situated so as to make little visual contribution to the wider locality	Trees with material conservation or other cultural value	Blue
Category C Trees of low quality with an estimated remaining life expectancy of at least 10 years, or young trees with a stem diameter below 150mm	Unremarkable trees of very limited merit or such impaired condition that they do not qualify in higher categories	Trees present in groups or woodlands, but without conferring on them significantly greater collective landscape value; and/or trees offering low or only temporary/transient landscape benefits	Trees with no material conservation or other cultural value	Grey

Client name: Mr L Terry
 Site: 5 Knowle Close, Copthorne, West Sussex, RH10 3LR
 Reference: MDJAC-BS26141-TSS-01
 Survey date: 07/07/2026

Tree Survey Schedule



Tree No.	Statutory controls	Common name	Height [m]	Trunk diameter [mm]	Radial Crown Spread [m]	Height to 1st Branch [m]	Crown Clearance [m]	Age class	Physiology	Structure	Landscape contribution	Potential [Years]	Comments	Category	RPA Radius [m]	RPA Area [m ²]
T1	N/A	English oak	17	410	N7m E3.5m S3m W6.5m	4	3	Early-mature	Good	Fair	Moderate	40+	Off-site tree. Ivy-covered. Drawn form. Recently released canopy following large tree removal. Of moderate quality and landscape value.	B (1)	4.92	76.05
T2	N/A	White poplar	25	560	N4m E5.75m S4m W4.25m	3.5	2	Mature	Good	Fair	Moderate	20-40	Off-site tree. One of the tallest specimens within the immediate area. Of at least moderate quality and of high landscape value, but species profile limits ultimate potential.	B (1, 2)	6.72	141.87
T3	N/A	Goat willow	10	530	N4.75m E1.75m S1.75m W6.5m	1.5	1.5	Mature	Good	Poor	Low	10-20	Off-site tree. Stem failure evident, currently lying on ground. Heavily suppressed with pendulous, end-weighted branches in upper canopy. Of low quality and landscape value.	C (1)	6.36	127.08
T4	N/A	White poplar	25	680 580	N7.25m E11m S11m W11m	4	1.5	Mature	Good	Fair	High	20-40	Off-site tree. Surface roots extend to at least 16m from base to NW and are visible in the soft landscaping adjacent to Knowle Close, suggesting the road is acting as a partial root barrier. Twin-stemmed from base. Dominant component of group. Readily visible in long range views from surrounding residential streets. Of at least moderate quality and of high landscape value, but species profile limits life expectancy.	B (2)	10.73	361.70
T5	N/A	Lawson cypress	12	365 355	N3.75m E3.5m S3.25m W3.75m	2	1.5	Early-mature	Good	Fair	Moderate	40+	Off-site tree. Twin-stemmed from base. Suppressed by dominant poplar. Of moderate quality and landscape value.	B (1)	6.11	117.28
T6	WP/02/TPQ/08	Red oak	11	880	N7m E7m S7m W7m	2	2	Mature	Good	Fair	Moderate	20-40	Off-site tree. Fungal fruiting bodies at base. Heavily reduced, likely as a consequence of fungus. Appears to be of moderate quality and landscape value.	B (2)	10.56	350.33
Groups of trees																
G1	N/A	Mixed species	1.5-2.5 (est.)	75 (est.)	N1m (est.) E1m (est.) S1m (est.) W1m (est.)	0.25	0.25	Young	Good	Fair	Low	40+	Species include Lawson cypress, holly and cherry laurel. Group of small ornamental trees and shrubs providing low level screening.	C (1)	0.9	2.54
Hedges																
H1	N/A	Mixed species	3 (est.)	<75 (est.)	N0.75m E0.75m S0.75m W0.75m	0.25	0.25	Young	Good	Fair	Low	40+	Species include common holly and berberis. Boundary hedgerow. Effective boundary screening.	C (1)	0.9	2.54

(est.) denotes estimated dimensions

APPENDIX 2:

TREE CONSTRAINTS PLAN



Licence No. RC207



No. PR5437



No. 782057



Tree Risk-Benefit
Validator

BS5837:2012 Categorisation

Trees are categorised in line with Table 1 of the British Standard 'Trees in relation to design, demolition and construction - Recommendations', according to their health, condition, quality, value and potential.

Category 'U': Trees unlikely to survive 10 years; unsuitable for retention

Category 'A': Trees of high quality and value and of long-term potential

Category 'B': Trees of moderate quality and value and of medium-term potential

Category 'C': Trees of low quality and value and of short-term potential

The default position should be to 'design-out' any impacts to Category 'A' and 'B' trees.

Category 'C' trees will not normally be retained where they impose a significant constraint on development, but their retention can be beneficial in certain circumstances.

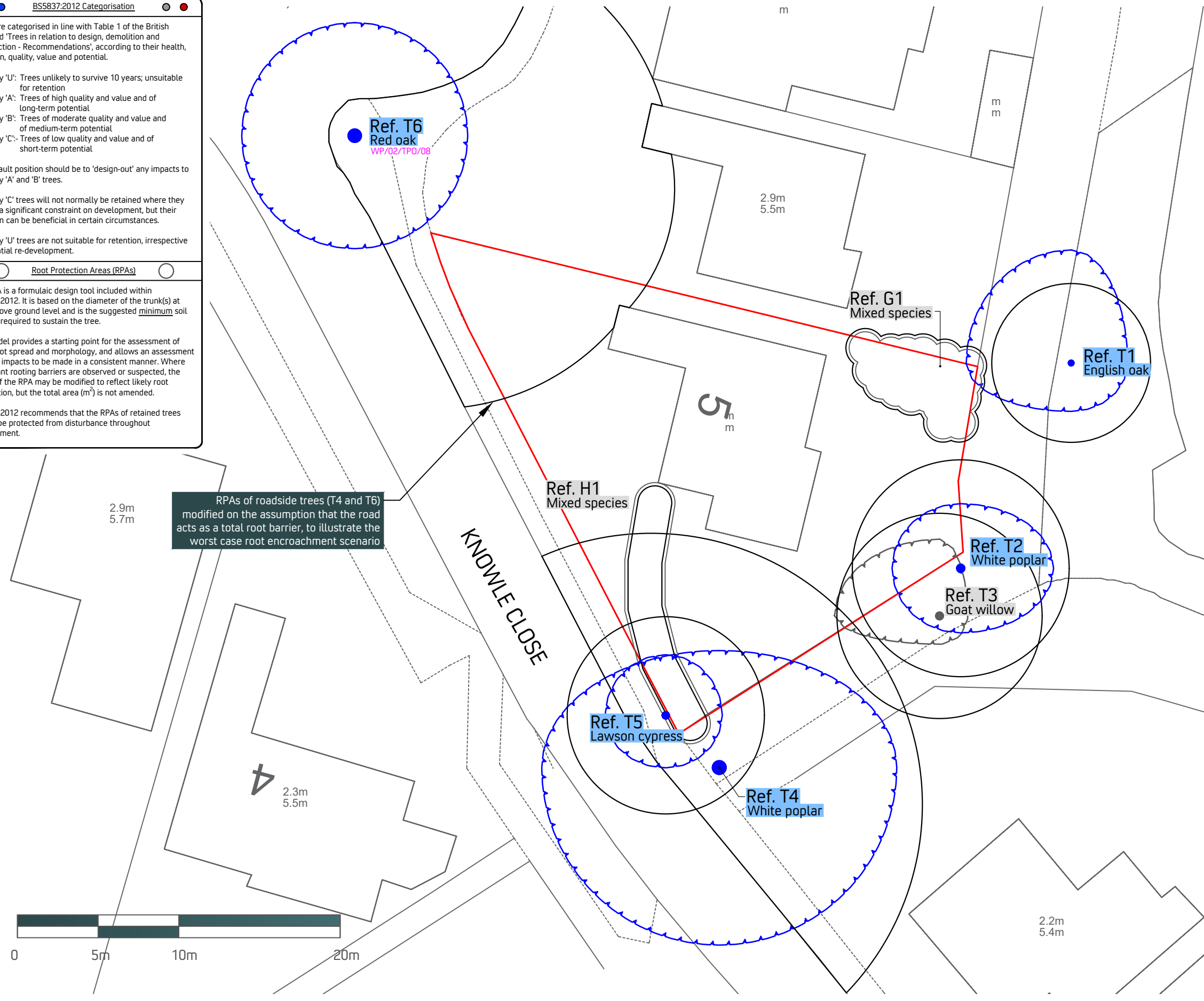
Category 'U' trees are not suitable for retention, irrespective of potential re-development.

Root Protection Areas (RPAs)

The RPA is a formulaic design tool included within BS5837:2012. It is based on the diameter of the trunk(s) at 1.5m above ground level and is the suggested minimum soil volume required to sustain the tree.

The model provides a starting point for the assessment of likely root spread and morphology, and allows an assessment of likely impacts to be made in a consistent manner. Where significant rooting barriers are observed or suspected, the shape of the RPA may be modified to reflect likely root distribution, but the total area (m²) is not amended.

BS5837:2012 recommends that the RPAs of retained trees should be protected from disturbance throughout development.



RPAs of roadside trees (T4 and T6) modified on the assumption that the road acts as a total root barrier, to illustrate the worst case root encroachment scenario

MDJ ARBORICULTURAL CONSULTANCY LTD DRAWING LEGEND

Category 'A' tree

Category 'B' tree

Drawing History

MDJ ARBORICULTURAL CONSULTANCY LIMITED

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Site:

Client:

Title:

Date:

Dwg No:

Scale:

5 Knowle Close, Copthorne, RH10 3LR

Mr L Terry

Tree Constraints Plan (TCP)

July 2026

MDJAC-BS26141-TCP-01

1:250 @ A3

APPENDIX 3:

TREE PROTECTION PLAN



Licence No. RC207



No. PR5437



No. 782057



Tree Risk-Benefit
Validator

