

Arboricultural Impact Assessment (AIA)

Including Tree Survey (TS), Tree Constraints Plan and Arboricultural Method Statement (AMS)

Proposed Extension to Cottage Homes

Church Platt, Cuckfield, West Sussex, RH17 5LA

Date of Report: 7 February 2026

Client: Cuckfield Cottage Homes CIO

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FLA Tree Survey, Constraints & Protection Plan – FLA-CUC-T001	—

1 Brief

- 1.0 This Arboricultural Impact Assessment (AIA) has been prepared by Furse Landscape Architect Ltd, (FLA) following instruction from the clients representative Mr Terry Bevan and planning consultant Kathryn Sadler to assess the potential impact the proposed development could have on the trees that lie on the client's landholding, boundaries and on adjacent land.
- 1.1 Cerowski Architects have completed the detailed design for the proposed extension to the property. A topographic survey of the site was conducted and utilised by the architects to inform their design proposals for the existing property. The topographic survey was performed using an arbitrary grid; consequently, for the tree survey, the data was integrated into the OS Master Map base plan using a best-fit approach.
- 1.2 Furse Landscape Architects Ltd, (FLA) is a Landscape Institute registered consultancy with offices in West Sussex and Hampshire providing landscape and arboricultural services across the south and southwest of the UK. The practice covers landscape design, management visual impact and arboricultural assessment. The Principal of the practice, Trevor Furse, has been involved with built development in the countryside for over 30 years. He is a Chartered Landscape Architect and Arboriculturalist with extensive knowledge of landscape and arboricultural assessment and techniques.

Site Description

- 1.3 The site is located within the village of Cuckfield and situated to the west of the Holy Trinity Church (OS Ref: TQ3031,2445 and consists of approximately 0.1ha of land which accommodates a terrace of cottages providing 6No flats for the Cuckfield Cottage Home Charity.
- 1.4 Proposed construction access is narrow and off Church Platt, through a permissive path which leads to a set of wooden gates which give access into the site's northwest corner, which at its narrowest point is approximately 2.67m wide. Construction facilities including welfare unit will have to be accommodated within the garden area to the east of the cottages. The access route from the site entrance will be cleared of vegetation that is growing along the brick wall that demarcates the site's northern boundary, to allow access to these facilities.

Proposals & Background

- 1.5 Following a planning application submitted on behalf of the Charity to Mid Sussex District Council (ref: DM/25/3209) the Council have requested that a Tree Survey (TS), Arboricultural Impact Assessment (AIA) and an Outline Arboricultural Method Statement (AMS) to support the planning application is submitted.
- 1.6 In terms of the proposed extension this entails the construction of additional accommodation on the southern end of the existing building providing an additional 2no flats and the AIA is to identify any potential arboricultural impact not only from the new extension but the construction phase of the project.

Tree Survey Methodology

- 1.7 The Tree Survey conducted by FLA adheres to the requirements and aligns with the recommendations outlined in British Standard BS 5837: 2012, "Trees in Relation to Design, Demolition and Construction – Recommendations" (the British Standard).
- 1.8 In statutory protection terms the survey confirms that Mid Sussex District Council's online mapping resource shows that the site lies within the Cuckfield Conservation Area and therefore trees within this area are protected.

Tree Survey Report Limitations

- 1.9 This arboricultural survey report has been prepared as a design tool for a proposed development and planning application. This survey does not constitute a condition and safety survey. The locations of trees are based on the topographical plan provided. Additional trees omitted from the topographical survey have been plotted using measurements taken on site where necessary. The condition of trees can change significantly within short periods of time due to natural events or people led activities. If there are no changes within the site, this report is valid for a period of 2 years.

Discussion

- 1.10 The trees on the site were surveyed by Trevor Furse CMLI MCI Hort ISA RFS on 6th February 2026 where the weather was fine and clear.
- 1.11 While the proposed extension to the existing property does not necessitate the removal or alteration of any existing trees, the limited access available for construction activities—including material storage and welfare facilities (Site Set Up), will inevitably result in potential encroachment upon trees and hedges located both on-site and on adjacent properties near the site boundaries. The following trees may be affected:
- a. Tree **T1** within the garden of Mason Cottage which over hangs the access route at the front of The Old Clergy House.
 - b. Tree **T2** on the northeast corner of the building which will require site access route to pass directly over its RPA
 - c. Hedge **H1** which lies along the western boundary of the site and The Old Clergy House's garden area



Photo 1 Tree T1 with site access to the right



Photo 2 Tree T2 adjacent to building with proposed access route between brick wall on left and building.

- 1.12 The trees and hedges identified in the tree survey are primarily located along the site's periphery and can be safeguarded throughout the construction phase by installing temporary protective fencing. This approach enables the central garden area to be reserved for site setup activities.

- 1.13 Temporary Trackway installation over the RPA of tree T2 at the northeast corner of the building is required to limit compaction of the soils within this area.
- 1.14 The close proximity of the new extension to Hedge H1 will require close attention to protect the hedges rooting zone. This will include erection of scaffolding in this area to allow construction of the upper floor and roof areas together with foundation and services installation along this façade of the building.
- 1.15 The access route and site setup areas will require covering with a proprietary temporary Trackway system to provide safe surface for both vehicular and pedestrian access into and working on the site. This temporary surfacing should be extended where needed to avoid poaching or compaction of soils within the garden area during the construction phase.



Photo 3 Hedge H1 within adjacent garden which will require protection during construction phase of the works



Photo 4 Area for access and site setup with tree T3 on the left which will be protected with temporary Heras fencing

2 PROTECTION MEASURES

Construction Exclusion Zone (CEZ)

2.0 The CEZ for the construction phase of the works will be demarcated with temporary Heras fencing (Fig 3b) which will be installed prior to works starting on site. This will ensure that CEZ is clearly demarcated and maintained during the construction phase of the works. The alignment of fencing is shown in Appendix 1

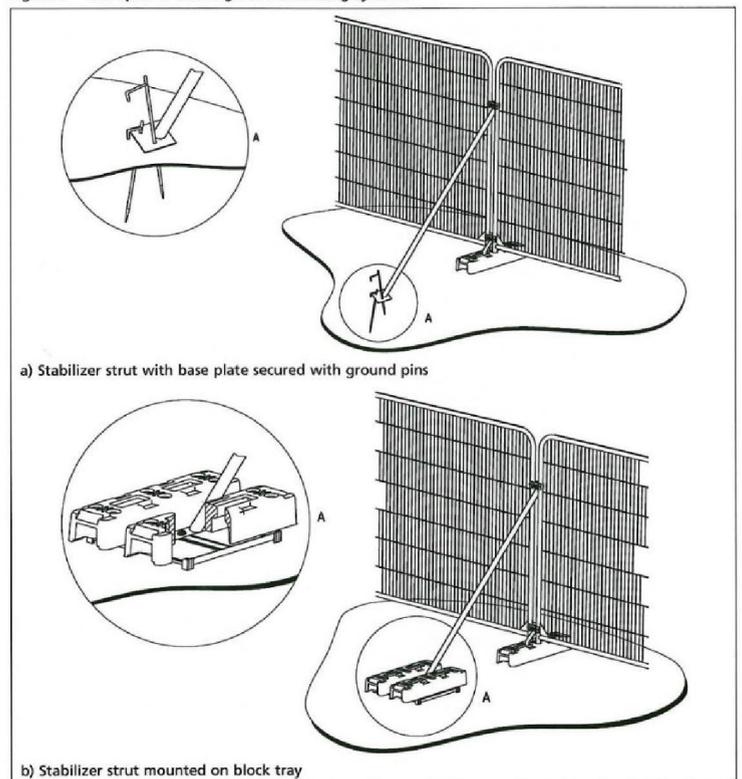
2.1 All fencing and planting works within the CEZ shall be undertaken in accordance with best practice and details identified within an appropriate pre-approved Arboricultural Method Statement (AMS) prior to works taking place.

2.2 No construction activity whatsoever must occur within this area:

- No tree works, other than those specified in the report.
- No alterations of ground levels or conditions.
- No chemicals or cement washings.
- No excavation.
- No temporary structures.
- No storage of soil, rubble or other materials.
- No vehicles or machinery to be used or parked.
- No fixtures (lighting, signs etc) to be attached to trees.
- No fires within 10 metres of the canopies of any tree or hedge.

2.3 Temporary fencing alignment shall be signed off by the Arboricultural Consultant/ Landscape Architect before any works commence on site.

Figure 3 Examples of above-ground stabilizing systems



Restricted Activity Zone (RAZ)

2.4 Construction activities within these areas must be conducted in accordance with a pre-approved Arboricultural Method Statement (AMS) for each specific location. In particular the area adjacent to Hedge H1 where there is limited space between the hedges RPA and the new extension require careful consideration in term of excavation of foundation, service runs and erection of scaffolding. Therefore, the approach needed is detailed in Figure 4 below

2.5 The trackway system and scaffolding shall be removed upon completion of construction activities.

2.6 Soil decompaction is suggested for locations near trees that have experienced prolonged compaction. Local authorities or consultants may also require decompaction if machinery or materials enter the Root Protection Area (RPA) of protected trees during construction. After construction is complete, an assessment should be carried out to determine how much decompaction is needed to support the healthy growth of any trees or hedges affected by the development.

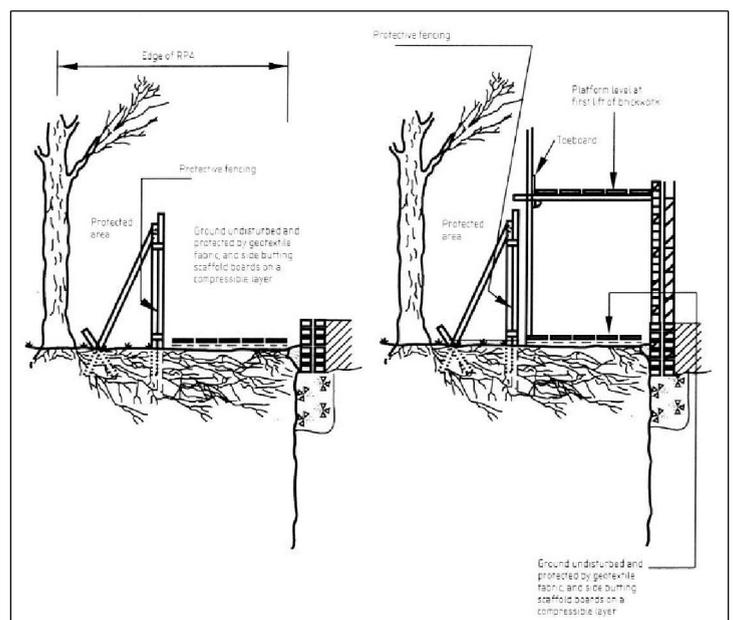


Figure 4 Erection of Scaffolding within retained tree and hedge RPA



Figure 5 Air Injection Decompaction being carried out by a team from Ruskin

Conclusion

- 1.35 The protection measures outlined in this AIA establish appropriate safeguards and mitigation strategies to facilitate the construction of the extensions. They specify areas where the appointed main contractor must consider site setup and operational requirements during the construction phase.

Arboricultural Method Statement (AMS)

- 1.36 After Planning Approval is granted and before any work begins on site, a comprehensive Arboricultural Method Statement (AMS) will be created to ensure that all protection measures and tree works outlined in the Arboricultural Impact Assessment (AIA) are implemented according to best practices. An Arboricultural consultant or Landscape Architect will be directly engaged to advise on site setup locations, perform regular inspections, and deliver a final report upon completion of the construction phase, fulfilling the usual compliance requirements set by the Planning Authority.

- 1.37 An outline AMS is detailed below

Outline Arboricultural Method Statement (AMS)

Project: Proposed Extension to Cottage Homes, Church Platt, Cuckfield, West Sussex

Client: Cuckfield Cottage Homes CIO

Prepared by: Furse Landscape Architects Ltd

Date: February 2026



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1. Introduction

This Outline Arboricultural Method Statement (AMS) sets out the procedures required to protect existing trees and hedges during construction works associated with the proposed extension to the Cottage Homes. It supports the Arboricultural Impact Assessment (AIA) and Tree Survey and provides guidance to the Main Contractor to ensure full compliance with BS 5837:2012.

The AMS applies particularly to the following features:

- **Tree T1** – Mason Cottage garden (overhanging access route)
- **Tree T2** – North-east corner of existing building (access and site setup)
- **Hedge H1** – Western boundary adjacent to The Old Clergy House

A detailed, contractor-specific AMS will be prepared post-planning.

2. Responsibilities

2.1 Arboricultural Consultant / Landscape Architect (FLA)

- Provide advice on all tree protection requirements.
- Set out and approve all Construction Exclusion Zones (CEZ) and Restricted Activity Zones (RAZ).
- Undertake scheduled monitoring visits throughout construction.
- Provide a final completion statement to the Planning Authority.

2.2 Main Contractor

- Ensure all site operatives observe the AMS and understand protected areas.
- Maintain fencing, ground protection and signage.
- Notify the Arboricultural Consultant immediately in the event of any issues affecting trees.

2.3 Site Personnel

- Must obey all tree protection measures and signage.
 - Must not enter CEZs or alter fencing layouts without written authorisation.
-

3. Pre-Commencement Actions

Prior to any works (including site setup or delivery of materials):

1. **Pre-start meeting** with the Site Manager and Arboricultural Consultant.
 2. **Installation of protective Heras fencing** to form CEZs as shown on the Tree Protection Plan.
 3. **Installation of temporary Trackway ground protection** along:
 - The construction access route
 - The site setup area
 - The RPA of Tree T2
 4. **Photographic record** of all protection measures and retained trees.
 5. **Approval and sign-off** of all fencing and ground protection by the Arboricultural Consultant.
-

4. Construction Exclusion Zone (CEZ)

CEZs will be established around all retained trees and hedge H1 using 2.0m high Heras fencing secured with anti-tamper couplings.

No activity is permitted inside CEZs, including:

- No excavation or soil disturbance
- No storage of materials, spoil or equipment
- No ground level changes
- No fires or hot works
- No vehicular or pedestrian access
- No mixing or disposal of cement washings
- No attachment of lighting, signage or hoardings to trees

Fencing must remain intact throughout the construction phase unless written approval is given.

5. Restricted Activity Zones (RAZ)

RAZs are areas where limited working space requires controlled access and specific methods.

5.1 RAZ – Tree T2 (Access Route and Site Setup)

- Temporary Trackway must be installed over the RPA.
- No tracked machinery permitted.
- Hand digging required for any excavations affecting RPAs.
- No storage of materials on Trackway unless approved.

5.2 RAZ – Hedge H1 (Adjacent to New Extension)

- Ground protection required beneath scaffolding and working zones.
 - Scaffold to be erected on baseplates resting on Trackway, not soil.
 - Foundation and service excavation adjacent to the hedge must be carried out by hand.
 - Roots $\geq 25\text{mm}$ diameter must be retained, with advice sought if encountered.
-

6. Ground Protection and Temporary Surfacing

6.1 Temporary Trackway

- Installed in all traffic and pedestrian routes within or adjacent to RPAs.
 - To be load-bearing and suitable for construction vehicle use.
 - To be retained until construction is complete.
-

7. Excavation Works and Service Installation

7.1 Excavation Near Hedge H1

- Excavation for foundations and services within the RPA shall be by hand only.
- Roots $< 25\text{mm}$ diameter may be pruned with clean, sharp tools.
- Roots $\geq 25\text{mm}$ diameter must be retained and protected.
- Exposed roots must be wrapped in damp hessian and kept moist.
- Concrete must not contact living roots; root barriers to be installed if necessary.

7.2 Service Runs

- Service routes must avoid RPAs where possible.
 - If unavoidable, use:
 - Hand digging; or
 - Directional drilling beneath the RPA
 - All work near RPAs must be supervised by the Arboricultural Consultant.
-

8. Scaffolding Near Vegetation

Where scaffolding is required close to Hedge H1 or trees:

- Must stand on Trackway or boarding, not directly on soil.
 - No pruning of vegetation without prior approval.
 - Scaffold netting must not be attached to vegetation.
 - Scaffolding must be removed as soon as no longer required.
-

9. Post-Construction Actions

Following completion of construction:

1. **Removal of Trackway and fencing** after approval from the Arboricultural Consultant.
 2. **Inspection of soil condition** within RPAs.
 3. **Air-spade decompaction** in areas impacted by prolonged compaction (e.g. RPA of T2, hedge H1).
 4. **Reinstatement of ground levels** and replacement of topsoil where required.
 5. **Hedge and tree enhancement works**, if necessary.
 6. **Final inspection and completion statement** issued to the Planning Authority.
-

10. Monitoring and Supervision Schedule

Minimum inspections required:

- Pre-start meeting
- CEZ and ground protection installation
- Excavation close to Hedge H1
- Installation of services within RPAs
- Periodic monitoring visits
- Final sign-off

Additional visits may be required if unforeseen root issues arise.

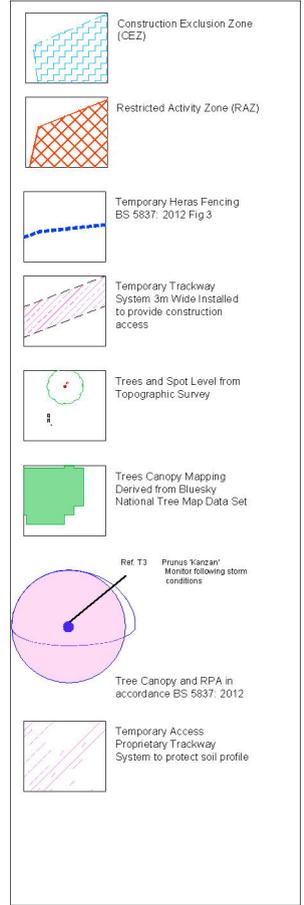
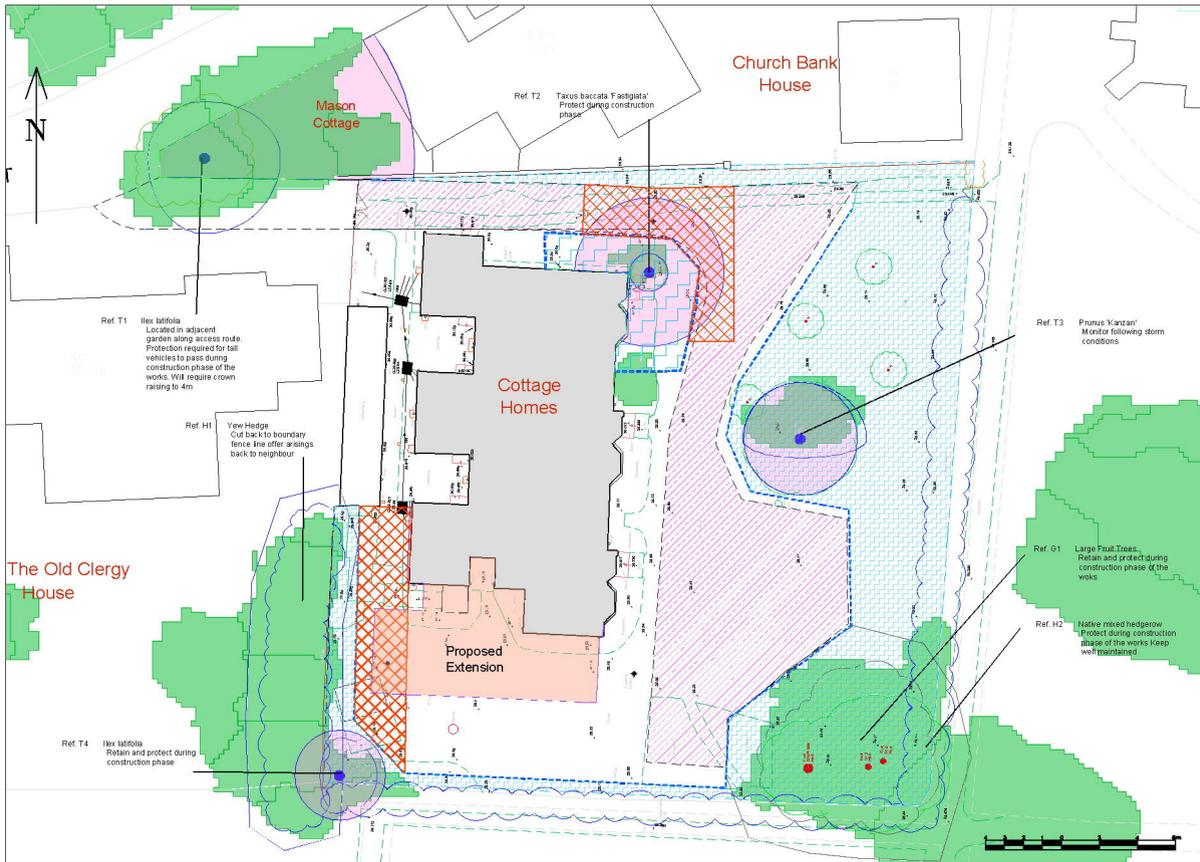
11. Emergency Procedures

If unexpected large roots (>25mm) are exposed, or accidental damage occurs:

1. Stop work immediately.
 2. Protect any exposed roots from drying.
 3. Inform the Arboricultural Consultant.
 4. Resume work only when authorised.
-

12. Summary

This Outline AMS sets out the procedures necessary to protect retained trees and hedges during the proposed development. When implemented correctly, the measures will prevent unacceptable impacts and ensure compliance with BS 5837:2012. A detailed, contractor-specific AMS will be required once the Main Contractor is appointed.



TREE SURVEY DATA									
Ref	Species	DBH	Height	Health	Notes	Location	Notes	DBH	Height
T1	Ilex latifolia	1.2m	1.2m	Good	Located in adjacent garden along access route. Protection required for tall vehicles to pass during construction phase of the works. Will require crown raising to 4m.	Adjacent to Mason Cottage	Retain and protect during construction phase.	1.2m	1.2m
T2	Terebinthus Foliolata	1.2m	1.2m	Good	Retain and protect during construction phase.	Adjacent to Church Bank House	Protect during construction phase.	1.2m	1.2m
T3	Prunus Yantzan	1.2m	1.2m	Good	Monitor following storm conditions.	Adjacent to Cottage Homes	Monitor following storm conditions.	1.2m	1.2m
G1	Large Paulownia	1.2m	1.2m	Good	Retain and protect during construction phase of the works.	Adjacent to Cottage Homes	Retain and protect during construction phase of the works.	1.2m	1.2m
H1	Yew Hedge	1.2m	1.2m	Good	Cut back to boundary fence line after works back to neighbour.	Adjacent to The Old Clergy House	Cut back to boundary fence line after works back to neighbour.	1.2m	1.2m
H2	Native mixed hedgerow	1.2m	1.2m	Good	Protect during construction phase of the works. Keep well maintained.	Adjacent to Cottage Homes	Protect during construction phase of the works. Keep well maintained.	1.2m	1.2m
T4	Ilex latifolia	1.2m	1.2m	Good	Retain and protect during construction phase.	Adjacent to The Old Clergy House	Retain and protect during construction phase.	1.2m	1.2m

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Planning	Tree Survey and Constraint/ Protection Plan
Client: Cuckfield Cottage Homes	Scale: 1:200 @ A3
Client: Cuckfield Cottage Homes Trust	Date: 15/02/2022
Author: Sander Planting	Project: FLA-CUC-T-001
Checker: Cuckfield Architects	