



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DATED THIS 5th JUNE 2024
MEMBERS OF HALE VILLAGE HALL MANAGEMENT COMMITTEE
ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING
TO BE HELD IN HALE VILLAGE HALL, HIGH STREET,
HALE, HALTON L24 4AE
ON 10th JUNE 2024 AT 8.00pm
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA.

This meeting is to be held, adhering to the legislation of the Coronavirus Act 2020

Note to Councillors:

If you are unable to attend the meeting, please notify the clerk of your apologies either by e-mail clerk@haleparishcouncil.gov.uk or telephone 07803611222.

A handwritten signature in black ink, appearing to be 'BH' followed by a stylized flourish.

Mr. Brian Hargreaves
Clerk and Responsible Financial Officer

Note to Public

Members of the public wishing to address the Council should note that they must advise the Clerk before 10am on the day of the meeting both of their wish to participate in the public forum and their topic. If residents fail to inform the clerk prior to the meeting, permission to speak at the meeting will be at the discretion of the Chairman. All participants are restricted to a maximum of three minutes. If the public wish to ask the Council questions, please note that the Council may not be able to answer the question if the Council has not considered or resolved the question on an agenda item at a prior meeting. Should this be the case, the Council will advise correspondence with the Clerk to request the item should be discussed at a future Parish Council meeting. If the question is considered outside the remit of Hale Parish Council, residents will be referred to Halton Borough Council.

** Please note that anybody wishing to comment should raise their hand, wait to be acknowledged and should address the meeting through the Chair.*

MEETING AGENDA

1. **Apologies** - To receive apologies
2. **Declarations of Interest** - To receive declarations of interest.
3. **Public Participation** - To allow for a period of public participation.
4. **Minutes** – To approve the draft Minutes of the Ordinary Meeting on 18th April 2024 and accept them as a true record
5. **Payments & Receipts** - To receive and approve the list of payments and receipts made between 1st April 2024 and 28th May 2024 as recorded in the cash book record which has been reconciled against the Bank statements to these dates, all payments having been made under Financial Regulation 6.4 as detailed.
6. **Accounts** - To receive the reconciled bank statement and summary of receipts & payments 1st April 2024 and 28th May 2024 and to accept them as an accurate record and comparison against budget (See Attached)
7. **Village Hall Repairs & Maintenance plan** – To acknowledge the work carried out on the front fascia of the Village Hall by the Volunteers and to register thanks for all their efforts.
 - i. To consider and approve a budget of £1500 for the additional repair work on the remaining woodwork of the Village Hall.
 - j. To ask the contractors employed to carry out repair work to the Village Hall to suggest a maintenance plan which will alleviate the need for future extensive repair work to be carried out at the Village Hall.
8. **Flag Flying** – To consider creating a working policy for the flying of flags at the Village Hall. Currently the Union Flag and Ukranian flag take preference – what about Isreal/Palestine etc.
9. **Tree Survey** – To discuss the recent tree survey carried out by Halton Borough Council and the follow on email from the Green Spaces department regarding the trees at the rear of Hale Village Hall. A Local resident whose house is affected by the overgrown trees has asked that the matter is discussed and a resolution offered. It is noted that the growth is affecting the rain gutters on the Village Hall roof also.
10. **Village Replacement Chairs** – To explore and discuss any further options for replacement chairs for the Village Hall.
11. **Village Hall Soundproofing** – to receive an update and costings from Cllr Anderson and to approve the purchase of materials to produce the panels demonstrated at the Village Hall meeting in April
12. **Dishwasher Maintenance** – To approve the estimate for the servicing of the Village Hall glass/dishwasher by the company who supplied the original unit
13. **Future Meetings** - To agree a date for the next Village Hall Management Committee Meeting.



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DRAFT MINUTES OF THE ORDINARY MEETING OF HALE VILLAGE HALL MANAGEMENT COMMITTEE HELD AT HALE VILLAGE HALL ON THURSDAY 18TH APRIL 2024 AT 7.30pm

Present: N. Thompson, P Turton, A McNamara, Cllr G Wright, Cllr Williams, Cllr P Lewis, Cllr J McNamara, Cllr C Anderson

In attendance: Mr. Brian Hargreaves (Proper Officer) & 1 Member of the Public

1. **Apologies** – Apologies from Cllr Roberts and K Atkinson were received by the Clerk
2. **Declarations of Interest** – No interests were declared
3. **Public Participation** – nobody from the public forum wished to address the meeting
4. **Minutes** – The minutes of the Hale Village Hall Committee Ordinary meeting on 25th March 2024 were approved as a true and accurate account

Proposed by N Thompson and seconded by Cllr J McNamara

The Motion was approved

5. **Gas Supply** – The Clerk informed the meeting that the Gas supply is now restored to the Village Hall and that having serviced the boiler the engineer has now turned on the heating. It was confirmed that a one year contract has been accepted with Crown Gas on the basis that this arrangement will be reviewed in twelve months time. Cllr Anderson was thanked by the Chair for her persistence and help with having the gas supply re-installed.
6. **Village Hall - Hire Tariff**

After extensive research by Noreen Thompson a comprehensive report was read out to the meeting. A proposal for a revised tariff was discussed and the following details were agreed to submit to the meeting of the Trustee on 13th May 2024 for discussion.

HALE VILLAGE HALL

Proposed New Tariff - April 2024

“Not for Profit” and “Charity” charges will no longer be applicable
All Hirers should have the use of the Kitchen for light refreshments
Full use of the Kitchen should be £40. This amount is however included in the Full Day hire.

All bookings should adhere strictly to the time of hire and should not over run.
Consideration for setting up and clearing away should be made by the hirer and should be included in the duration of hire.

Monday to Friday.

Hall - Per hour	£18
Hall - full day (12 hours)	£350
Hall - half day (6 hours)	£175
Communal Area per hour	£10
Meeting rooms per hour	£10
Children’s parties (3 hours)	£26 per hour
Party times 9am -12noon, 1pm – 4pm, 10am -1pm, 2pm – 5pm	

Weekend

Hall - per hour.	£20
Hall - full day (12 hours)	£400
Hall - half day (6 hours)	£200
Communal Area per hour	£12
Meeting rooms per hour	£12
Children’s parties (3 hours)	£30 per hour
Party times 9am -12noon, 1pm – 4pm, 10am -1pm, 2pm – 5pm	

Historical Arrangements

The following groups have “Historical Agreements “and should now pay :-

Hale Art Group	to pay	£12.50 per hour
Hale Bowlers	to pay	£12.50 per hour
Hale Ladies	to pay	£12.50 per hour
Hale Lent lunches	to pay	£12.50 per hour inc.use of Kitchen
Hale Knitters.	to pay	£7.50 per hour
Hale Line Dancers	to pay	£12.50 per hour

Hale Line Dancers currently pay £5.50 per hour and use the whole of the ground floor for longer than the allocated two hours. It was suggested that they should pay £12.50 per hour in future. The Chair agreed to advise the group of the Committees decision before the increase takes effect.

Charity events should be charged at the full rate but a 20% discount will be applied as a goodwill gesture on the part of the Parish Council.

The Charity should be fully named along with the Charity number on the Booking form to obtain the discount.

The Mingle and Jingle organisers use the whole area for this event. The charge should be £250 in future. The previous evening could be used for setting up the event in addition if the Hall is not in use and there will be no additional charge.

The Beer Festival organisers use the whole area for this event. The charge should be £400 in future. They will be able to use the previous evening in addition if the Hall is not in use and will not be charged additionally.

These charges should be discussed with the organisers and an alternative amount could be agreed by the trustee if appropriate

These events should be booked early to avoid any clash with regular users.

The Sunday Church were granted "Not for Profit" status as the Booking Clerk was provided with a notification (which she will forward to the Committee) which she accepted as being appropriate. It was agreed that they should be asked to pay £80 per week, the full tariff. They store a large amount of expensive equipment in the Store room and should be advised that we do not have Insurance cover for their items.

Children's parties which have a Bouncy castle of any kind should be charged £10 extra for the use of electricity and appropriate arrangements should be made to remove the item promptly by the end of the party. Timings should be adhered to to allow for the room to be cleaned & checked.

Fund raising events by the Parish Council should be charged at a rate agreed by the Booking Clerk and Clerk.

Hirings which are already agreed and paid for should not have their charges increased but all bookings taken after June 1st 2024 should be charged at the new rates. This will be subject to the agreement of the Parish Council as Sole Trustee.

- 7. Village Hall Maintenance** – It was agreed by the meeting that a recent report by Mal Sutton was the best option to accept at the Trustee meeting in May. Two other quotations were considered but it is felt that the offer by local volunteers to provide unpaid labour as a contribution towards repair costs is too good an opportunity to pass up. All three options will be considered at the meeting of the trustee on 13th May 2024.

- 8. Village Hall Soundproofing** – Cllr Anderson gave a report on the availability of sound proofing panels for installation in the Village Hall. It was noted that purchasing ready made available panels from internet sources may prove to be excessively cost prohibitive. An estimate of approximately £750 - £1000 was suggested to buy the materials for making suitable panels for use. Suggestions for a possible repaint of the Hall and the materials to be used were offered and it was agreed that Cllr Anderson will have a sample panel made up so members can get a much better idea of the product being produced for use.
- 9. Future Meeting** - It was agreed to hold the next Village Hall committee meeting on 10th June 2024.



Hale Village Hall
 RCN: 1014055
 60-83-01 • 20430715

Balance Available
 £ 26,552.05 £ 26,552.05

Balances are correct as of 10:17 on 03 Jun 2024.

↓ Date	Description	Paid in	Paid out	Balance
03/06/24	RUTH NICKSON • hale dance club	22.00		26,552.05
31/05/24	G Robinson • GROBINSON STOCKTON	28.80		26,530.05
31/05/24	Direct Debit (SSE ENERGY SUPPLY) • 0085183-DD00463082		-1,141.16	26,501.25
31/05/24	MB DANCING (MERSEYBEATS) • amie meraeybeats	80.00		27,642.41
30/05/24	MCNABB J/LDS • SAX 23+30/05	96.00		27,562.41
29/05/24	B/P to: SALARY		-475.88	27,466.41
29/05/24	B/P to: SALARY		-687.63	27,942.29
29/05/24	B/P to: SALARY		-776.30	28,629.92
29/05/24	B/P to: V HALL REPAY.		-72.45	29,406.22
29/05/24	B/P to: HMRC • 120/PA00288525		-169.12	29,478.67
29/05/24	B/P to: Halton BC Receipts • INV 62258737		-129.00	29,647.79
29/05/24	B/P to: REPAYMENTS.		-128.50	29,776.79
29/05/24	B/P to: Paul Turton • 1ST AID KIT		-18.58	29,905.29
28/05/24	Hale Ladies Knitti • KNITTING/FE/MA/APR	48.00		29,923.87
28/05/24	J Arnaud • CLT 21TH MAY	16.00		29,875.87
28/05/24	ACTIVITY CO T/AS • HVH-2020-864	96.00		29,859.87
28/05/24	RUTH NICKSON • hale dance club	22.00		29,763.87
28/05/24	I mills • 25/05/	90.00		29,741.87
22/05/24	Direct Debit (WATER PLUS) • 6000422984		-48.27	29,651.87
21/05/24	NATIONAL ASSOCIA • JULY MEETING	220.00		29,700.14

20/05/24	Direct Debit (BT GROUP PLC)	• GP00340133-000067	-63.20	29,480.14
20/05/24	RUTH NICKSON	• hale dance club	22.00	29,543.34
15/05/24	S/O to: Cadent Gas Ltd	• 33272798	-647.81	29,521.34
15/05/24	L Leigh	• HVH-2020-872	54.00	30,169.15
14/05/24	MCNABB J/LDS	• SAX PRACTICE 9/05	36.00	30,115.15
14/05/24	MCNABB J/LDS	• SAX PRACTICE 16/05	48.00	30,079.15
14/05/24	SMITH JL	• DANCEBOOTCAMP	24.00	30,031.15
13/05/24	FRANCIS DOYLE	• HVH 2020 868	96.00	30,007.15
13/05/24	Direct Debit (CROWN GAS & POWER)	• L051447	-128.23	29,911.15
13/05/24	RUTH NICKSON	• hale dance club	44.00	30,039.38
10/05/24	MCNABB J/LDS	• SAX PRACTICE 8/05	42.00	29,995.38
09/05/24	J Arnaud	• CLT 7th may	16.00	29,953.38
09/05/24	LRO-PCC ELECTION A	• LRO-PCC ELECTION A	187.00	29,937.38
08/05/24	SMITH JL	• DANCEBOOTCAMP	24.00	29,750.38
07/05/24	MARTIN P&F/ROYS	• SOCIAL MORNING	24.00	29,726.38
03/05/24	B/P to: FIS Int Solutions	• INV 59523	-45.15	29,702.38
03/05/24	B/P to: M C Burns	• INV 66AC	-460.00	29,747.53
01/05/24	J Arnaud	• CLT 30TH APRIL	16.00	30,207.53
01/05/24	WOOF A L	• AMIE MERSEYBEATS	96.00	30,191.53
01/05/24	Hale Ladies Knitti	• KNITTING/FE/MA/APR	48.00	30,095.53
29/04/24	SMITH JL	• DANCEBOOTCAMP	24.00	30,047.53
26/04/24	RUTH NICKSON	• hale dance club	66.00	30,023.53
25/04/24	B/P to:	DRAIN STAND PIPE	-15.12	29,957.53
25/04/24	B/P to:	SALARY	-476.08	29,972.65
25/04/24	B/P to:	SALARY	-687.63	30,448.73
25/04/24	B/P to:	SALARY	-776.50	31,136.36
25/04/24	B/P to: HMRC	• 120/PA00288525	-168.72	31,912.86
24/04/24	ACTIVITY CO T/AS	• HVH-2020-829	100.00	32,081.58
24/04/24	ACTIVITY CO T/AS	• HVH-2020-833	48.00	31,981.58

23/04/24	Credit • 37	63.00	31,933.58
23/04/24	Direct Debit (WATER PLUS) • 6000422984		-49.34 31,870.58
23/04/24	SMITH JL • DANCEBOOTCAMP	24.00	31,919.92
22/04/24	J Arnaud • CLT 16TH April	16.00	31,895.92
18/04/24	AP S C C I CO • APOLLO SPORTS CLUB	176.00	31,879.92
18/04/24	Direct Debit (BT GROUP • GP00340133- PLC) 000066		-63.20 31,703.92
17/04/24	Credit • 36	550.00	31,767.12
17/04/24	J Oliveira Gulinel • BABY SHOWER Tati	54.00	31,217.12
16/04/24	SMITH JL • DANCEBOOTCAMP	24.00	31,163.12
16/04/24	WOOF A L • AMIE MERSEYBEATS	112.00	31,139.12
15/04/24	S/O to: Cadent Gas Ltd • 33272798		-647.81 31,027.12
12/04/24	Thce Ministries Ltd • HVH2020851 April	176.00	31,674.93
12/04/24	B/P to: H Roberts & Son Lt • INV 173141		-227.88 31,498.93
12/04/24	B/P to: REPAYMENT		-17.48 31,726.81
12/04/24	B/P to: Halton BC Receipts • A/C 9000150012		-81.05 31,744.29
05/04/24	B/P to: Paul Turton • IST AID KIT		-18.58 31,825.34
05/04/24	B/P to: MAINTENANCE		-48.65 31,843.92
05/04/24	B/P to: A B Mitchell • V HALL REFUND		-182.08 31,892.57
05/04/24	B/P to: FIS Int Solutions • 244, 369, 465		-135.45 32,074.65
05/04/24	B/P to: Freemans Ind. Sup. • INV 22719		-122.74 32,210.10
05/04/24	B/P to HALL FLOOR		-158.80 32,332.84
04/04/24	HALE PARISH COUNCI • BUDGET TRANSFER	31,000.00	32,491.64
03/04/24	MARTIN P&F/ROYS • SOCIAL MORNING	12.00	1,491.64
02/04/24	FRANCIS DOYLE • HVH/2020/848	128.00	1,479.64
02/04/24	WOOF A L • AMIE MERSEYBEATS	64.00	1,351.64
02/04/24	B/P to: SALARY		-453.40 1,287.64
02/04/24	B/P to: SALARY		-644.27 1,741.04
02/04/24	B/P to: HMRC • 120/PA00288525		-173.92 2,385.31
02/04/24	B/P to: SALARY		-776.50 2,559.23

02/04/24	C Main • HVH-2020-850	54.00	3,335.73
02/04/24	DAVIES L • LUCINDA FOR PARTY	72.00	3,281.73
02/04/24	Hale Ladies Knitti • KNITTING/FE/MA/APR	144.00	3,209.73
02/04/24	PAUL KNIGHT • Paul Knight & Anna	423.00	3,065.73
31/03/24	Service Charge		-18.00 2,642.73

Hale Village Hall

Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			594.64	
1	02/04/2024		Hall Rental	Paul Knight & Ann	423.00	1,017.64	02/04/2024
2	02/04/2024		Hall Rental	Knitting Club	144.00	1,161.64	02/04/2024
3	02/04/2024		Hall Rental	L Davies	72.00	1,233.64	02/04/2024
4	02/04/2024		Hall Rental	C Main	54.00	1,287.64	02/04/2024
5	02/04/2024		Hall Rental	A L Woof	64.00	1,351.64	02/04/2024
6	02/04/2024		Hall Rental	Francis Doyle	128.00	1,479.64	02/04/2024
7	03/04/2024		Hall Rental	Martin P&F Roys	12.00	1,491.64	03/04/2024
8	04/04/2024		Village Hall Support	Hale Parish Council	31,000.00	32,491.64	04/04/2024
1	05/04/2024	Inv 22719	Cleaning Materials	Clerk	-158.80	32,332.84	05/04/2024
2	05/04/2024		Village Hall supplies	Freemans Industri	-122.74	32,210.10	05/04/2024
3	05/04/2024	Inv 244,369,4	Intruder/Fire Alarm Maintenance	FIS Solutions	-135.45	32,074.65	05/04/2024
4	05/04/2024		Refund	B Mitchell	-182.08	31,892.57	05/04/2024
5	05/04/2024		Hall Maintenance	Caretaker	-48.65	31,843.92	05/04/2024
6	05/04/2024		First Aid Box	Paul Turton	-18.58	31,825.34	05/04/2024
7	12/04/2024		Hall Rental	Halton BC	-81.05	31,744.29	12/04/2024
8	12/04/2024		Repayment	Caretaker	-17.48	31,726.81	12/04/2024
9	12/04/2024		Hall Rental	Thce Ministries	176.00	31,902.81	12/04/2024
9	12/04/2024		Fire Equipment Maintenance	H Roberts & Son L	-227.88	31,674.93	12/04/2024
10	15/04/2024		Gas	Cadent Gas	-647.81	31,027.12	15/04/2024
10	16/04/2024		Hall Rental	A L Woof	112.00	31,139.12	16/04/2024
11	16/04/2024		Hall Rental	JL Smith	24.00	31,163.12	16/04/2024
12	17/04/2024		Hall Rental	J Oliveira Gulinel	54.00	31,217.12	17/04/2024
13	17/04/2024		Hall Rental	Art Group (Cheque)	550.00	31,767.12	17/04/2024
11	18/04/2024		Web Site	BT Group	-63.20	31,703.92	18/04/2024
14	18/04/2024		Hall Rental	APSCCICO	176.00	31,879.92	18/04/2024
15	22/04/2024		Hall Rental	J Arnaud	16.00	31,895.92	22/04/2024
12	23/04/2024		Water	Water Plus	-49.34	31,846.58	23/04/2024
17	23/04/2024		Hall Rental	Twilight Dancing	63.00	31,909.58	23/04/2024
16	24/04/2024		Hall Rental	JL Smith	24.00	31,933.58	24/04/2024
18	24/04/2024		Hall Rental	Activity Co.	148.00	32,081.58	24/04/2024
13	25/04/2024		Salary	HMRC	-168.72	31,912.86	25/04/2024
14	25/04/2024		Salary	Hale Village Hall	-776.50	31,136.36	25/04/2024
15	25/04/2024		Cleaner	Hale Village Hall	-687.63	30,448.73	25/04/2024
16	25/04/2024		Caretaker	Hale Village Hall	-476.08	29,972.65	25/04/2024
17	25/04/2024		Equipment	Mal Spargo	-15.12	29,957.53	25/04/2024
19	26/04/2024		Hall Rental	Ruth Nickson	66.00	30,023.53	26/04/2024
20	29/04/2024		Hall Rental	JL Smith	24.00	30,047.53	29/04/2024
21	01/05/2024		Hall Rental	Hale Ladies	48.00	30,095.53	01/05/2024
22	01/05/2024		Hall Rental	A L Woof	96.00	30,191.53	01/05/2024
23	01/05/2024		Hall Rental	J Arnaud	16.00	30,207.53	01/05/2024
19	03/05/2024		Repairs	Mike Burns	-460.00	29,747.53	03/05/2024
20	03/05/2024		Intruder/Fire Alarm Maintenance	FIS Solutions	-45.15	29,702.38	03/05/2024
24	07/05/2024		Hall Rental	Martin P&F Roys	24.00	29,726.38	07/05/2024
25	08/05/2024		Hall Rental	JL Smith	24.00	29,750.38	08/05/2024
26	09/05/2024		Hall Rental	Halton BC	187.00	29,937.38	09/05/2024
27	09/05/2024		Hall Rental	J Arnaud	16.00	29,953.38	09/05/2024
28	10/05/2024		Hall Rental	J LDS McNABB	42.00	29,995.38	10/05/2024
21	13/05/2024		Gas	Crown Gas & Pow	-128.23	29,867.15	13/05/2024
29	13/05/2024		Hall Rental	Ruth Nickson	44.00	29,911.15	13/05/2024
30	13/05/2024		Hall Rental	Francis Doyle	96.00	30,007.15	13/05/2024
31	14/05/2024		Hall Rental	JL Smith	24.00	30,031.15	14/05/2024
32	14/05/2024		Hall Rental	J LDS McNABB	84.00	30,115.15	14/05/2024
22	15/05/2024		Gas	Cadent Gas	-647.81	29,467.34	15/05/2024
33	15/05/2024		Hall Rental	L Leigh	54.00	29,521.34	15/05/2024

Hale Village Hall

Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			594.64	
23	20/05/2024		Web Site	BT Group	-63.20	29,458.14	20/05/2024
34	20/05/2024		Hall Rental	Ruth Nickson	22.00	29,480.14	20/05/2024
35	21/05/2024		Hall Rental	National Associati	220.00	29,700.14	21/05/2024
24	22/05/2024		Water	Water Plus	-48.27	29,651.87	22/05/2024
36	28/05/2024		Hall Rental	I Mills	90.00	29,741.87	28/05/2024
37	28/05/2024		Hall Rental	Ruth Nickson	22.00	29,763.87	28/05/2024
38	28/05/2024		Hall Rental	Activity Co.	96.00	29,859.87	28/05/2024
39	28/05/2024		Hall Rental	J Arnaud	16.00	29,875.87	28/05/2024
40	28/05/2024		Hall Rental	Knitting Club	48.00	29,923.87	28/05/2024
			CLOSING BALANCE			29,923.87	
				Bank statement should show		£29,923.87	

Summary of Receipts and Payments

All Cost Centres and Codes

Expenditure

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Telephone / Internet /website				750.00	125.91	624.09	624.09 (83%)
2 Water				735.00	89.39	645.61	645.61 (87%)
6 Rates				160.00	81.05	78.95	78.95 (49%)
7 Subscriptions				1,600.00	112.87	1,487.13	1,487.13 (92%)
8 Repairs & Maintenance				10,000.00	1,034.89	8,965.11	8,965.11 (89%)
10 Refunds					151.73	-151.73	-151.73 (N/A)
11 Electricity				4,100.00		4,100.00	4,100.00 (100%)
21 Gas				8,000.00	1,315.88	6,684.12	6,684.12 (83%)
24 Capital Equipment				250.00		250.00	250.00 (100%)
26 Staff Costs				27,000.00	2,108.93	24,891.07	24,891.07 (92%)
27 Contingency				2,500.00		2,500.00	2,500.00 (100%)
SUB TOTAL				55,095.00	5,020.65	50,074.35	50,074.35 (90%)

Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16 Room/Hall Hire	25,000.00	3,599.00	-21,401.00				-21,401.00 (-85%)
17 Hale Parish Council Support	31,000.00	31,000.00					(0%)
28 Refund							(N/A)
SUB TOTAL	56,000.00	34,599.00	-21,401.00				-21,401.00 (-38%)

Summary

NET TOTAL	56,000.00	34,599.00	-21,401.00	55,095.00	5,020.65	50,074.35	28,673.35 (25%)
V.A.T.					269.69		
GROSS TOTAL		34,599.00			5,290.34		

Tree Condition Survey and Management Recommendations for Hale Village Community Hall

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1. ABSTRACT

- 1.1. This tree survey aims to provide a comprehensive tree report for the Hale Village Community Hall property, situated within the Hale Village Conservation area. A visual tree inspection was conducted by the Halton Borough Trees and Woodlands Officer, Luke Dineley, revealing no immediate foreseeable risks for the majority of trees, which were generally in good health. However, minor maintenance recommendations are proposed to further enhance their overall health. Notably, the sycamore tree at the rear of the property presents the most significant risk, primarily due to Ivy growth, warranting its prompt removal to prevent suffocation. Furthermore, attention is advised for the Oak tree at the back, specifically focusing on its root plate, which currently contains debris and concrete, with a large container within its root protection area. Detailed conclusions within the report provide specific work recommendations, including;
- ivy removal
 - root plate maintenance
 - deadwood removal
 - regular pruning
 - ash dieback monitoring
 - tree replacement with a Dog Rose (*Rosa canina*)
 - proper mulching to safeguard against strimmer damage, and
 - regular tree inspections every 24 months to maintain accurate records of tree conditions on the property.

2. INTRODUCTION

- 2.1. Halton Borough Council received a request for support from the Chairman of the Hale Village Hall Committee, regarding the safe management of trees on the grounds of Hale Village Hall, situated at High Street, Hale Village, L24 4AE. This report provides detailed arboricultural observations based on a general tree inspection conducted on August 7, 2023, using visual tree inspection methods. The assessment was carried out by an experienced and qualified arboriculturist under clear and dry weather conditions, following current best practices in visual Tree Assessment. The property has vehicle access to the north and south, with a footpath joining both access points to the west of the property. This property falls within the area of the Hale Village Conservation Area 1983 (See Appendix III).
- 2.2. The data collected during the inspection will be presented in this report, including a mapped image displaying the tree locations on the site. Tree locations were determined based on stem positions and mapped using GPS. Additionally, photographs of the trees will be provided.

3. CAVEATS

- 3.1. Please note that this report relies solely on a visual inspection conducted on 7 August 2023. Hidden defects or conditions not immediately observable at the time of inspection may exist. As circumstances change, the accuracy of the information within the report may also change. Therefore, we strongly recommend property owners verify all information before making decisions based on this report.

- 3.2. It is essential to recognise that tree health and conditions can vary over time due to factors such as weather, disease, pests, and environmental stressors. Trees are living organisms that respond to environmental factors, and changes in health, growth, or structure can occur. These changes may not align precisely with the recommendations provided in this report.
- 3.3. Regular monitoring and maintenance of trees are crucial for their well-being. Property owners should carefully review the recommendations in this report, keeping in mind that any alterations to the property may affect tree health. It is essential to adhere to relevant regulations and laws when considering the information in this report.
- 3.4. While efforts have been made to identify potential tree-related risks on the property, the property owner assumes responsibility for managing these risks. It is advisable to take actions as suggested in the report to mitigate potential hazards. This report does not provide any warranty or guarantee regarding the future health, stability, or growth of the trees. The recommendations are professional opinions based on the assessment conducted on 7th August 2023. Property owners should retain a copy of this report for reference purposes.

4. LIMITATIONS

- 4.1. The information recorded in this survey is accurate as of the survey date.
- 4.2. This report relates solely to the trees on the property and does not encompass hedges or other vegetation with a diameter below 50mm; the inclusion of small vegetation is at the surveyor's discretion.
- 4.3. Some measurements presented in this report are approximations and not precise values; measurements may also be omitted due to significant obstructions such as dense vegetation or inaccessibility due to safety concerns or the ability to cause harm.
- 4.4. Tree locations are determined using GPS data collected on the survey day, with an accuracy level of a few meters.
- 4.5. No trees on the site are subject to individual tree preservation orders, although the site is within a conservation area.

5. TREE INSPECTION SCOPE

- 5.1. The main goal of this tree inspection is to identify unsafe trees with poor health or structure. The inspection will then provide recommendations for necessary actions to lower the risk posed by these trees. These actions align with the guidelines set out by the Health and Safety Executive in their document "Management of the risk from falling trees or branches" (available at - https://www.hse.gov.uk/foi/internalops/sims/ag_food/010705.htm).

- 5.2. The extent of detail in the tree inspection may vary depending on the target occupation and the size of the tree. For example, large trees in high-target occupation areas may be inspected in much greater detail than small trees in low-target occupation areas.

6. SURVEY METHODOLOGY

- 6.1. A preliminary assessment was carried out of the property to determine the scope of the survey, including property boundaries, tree population, and potential access constraints.
- 6.2. Data was then collected by systematically examining each tree present on the property using the following survey data topics: Tree #, species, Age, Height, Canopy spread, structural condition, Comments, Management recommendations, Target occupation, Priority (See Appendix I Tree Survey Key for more information).

7. LANDOWNERS RESPONSIBILITIES

- 7.1. In England, landowners have various responsibilities regarding trees on their property, and these responsibilities are primarily governed by laws and regulations aimed at ensuring public safety, environmental protection, and the preservation of trees. These laws mainly fall under the Town and County Planning Act 1990, the Occupiers' Liability Act 1957 and 1984, The Environment Act 2021 and the Wildlife and Countryside Act 1981. Here are the key responsibilities of landowners concerning trees in England:
- 7.2. **Tree Maintenance:** Landowners are responsible for maintaining trees on their property in a safe condition. This includes regularly inspecting trees for potential hazards, such as dead or diseased branches, unstable trees, or those at risk of falling.
- 7.3. **Tree Preservation Orders (TPOs):** If a tree is protected by a Tree Preservation Order, it is illegal to cut down, prune, or otherwise damage or destroy the tree without obtaining permission from the local planning authority. TPOs are typically placed on trees with significant amenity value or environmental importance.
- 7.4. **Conservation Areas:** In conservation areas, there are additional restrictions on tree removal and pruning. Landowners must notify the local planning authority before carrying out any work on trees in a conservation area.
- 7.5. **Public Safety:** Landowners have a duty to ensure that trees on their property do not pose a risk to public safety. This includes maintaining trees near roads, footpaths, and public areas in a safe condition.
- 7.6. **Wildlife and Countryside Act:** This act protects certain species of wildlife and their habitats, including nesting birds. Landowners must take care not to disturb nesting birds during the breeding season.

- 7.7. Environmental Impact Assessment (EIA) Regulations: If your tree work is part of a large development project, you may need to carry out an Environmental Impact Assessment to assess the potential environmental effects.
- 7.8. Biodiversity Net Gain (BNG): In England, there is a growing focus on Biodiversity Net Gain, which aims to ensure that development projects result in a net increase in biodiversity. This may involve planting trees or other green infrastructure. This is something the landowner should bear in mind when considering any future developments, as this law takes effect in November 2023.
- 7.9. Occupiers' Liability: Landowners may be liable for any damage or injuries that occur due to negligence in tree maintenance. They should take reasonable steps to prevent foreseeable harm, such as falling branches.
- 7.10. Tree Risk Assessment: Landowners should consider conducting regular tree risk assessments to identify potential hazards and take appropriate action to mitigate them.
- 7.11. Environmental Impact: Landowners should consider the environmental impact of tree removal or pruning and seek professional advice if necessary.
- 7.12. Invasive Species: Landowners should be aware of invasive tree species and take steps to prevent their spread.
- 7.13. Planning Permission: When carrying out significant development or construction work on their property, landowners may need to obtain planning permission that includes provisions for tree protection and preservation.
- 7.14. Liability Insurance: Landowners should consider having liability insurance in case of accidents or damages caused by trees on their property.

8. LEGAL CONSTRAINTS

- 8.1. TPO (Tree Preservation Orders)/Conservation Areas: The Tree Preservation Officer from the Local Planning Authority should be consulted before any work is carried out on site.
- 8.2. Protected Wildlife: Before any tree work is carried out on site, the trees should be inspected, and written records taken of the activity of any protected species on site to prevent damage to wildlife.
- 8.3. Tree Felling: A Tree Felling Licence may be required if more than 5 cubic meters of timber are being extracted per one calendar quarter; a felling license must be obtained from the Forestry Commission England.

9. CONSERVATION AREAS

- 9.1. In Conservation Areas, there are specific rules for managing trees. If a tree in a conservation area is already protected by a Tree Preservation Order (TPO), you follow the normal TPO procedures.
- 9.2. If a tree in a conservation area is not covered by a TPO, and you plan to do any work on it, you must notify the Local Authority (LA) in writing at least six weeks before the work begins. This notification is referred to as a 'section 211 notice.' It gives the Local Planning Authority (LPA) a chance to consider whether the tree should be protected with a TPO.
- 9.3. According to the Arboricultural Association, there is an exception: You don't need to provide notice for work on a tree in a conservation area if its diameter is less than 7.5 centimetres when measured 1.5 meters above the ground. If you're thinning the tree to support the growth of other trees, the threshold is 10 centimetres (See link for more information <https://www.trees.org.uk/Help-Advice/Public/A-brief-guide-to-legislation-for-trees>)

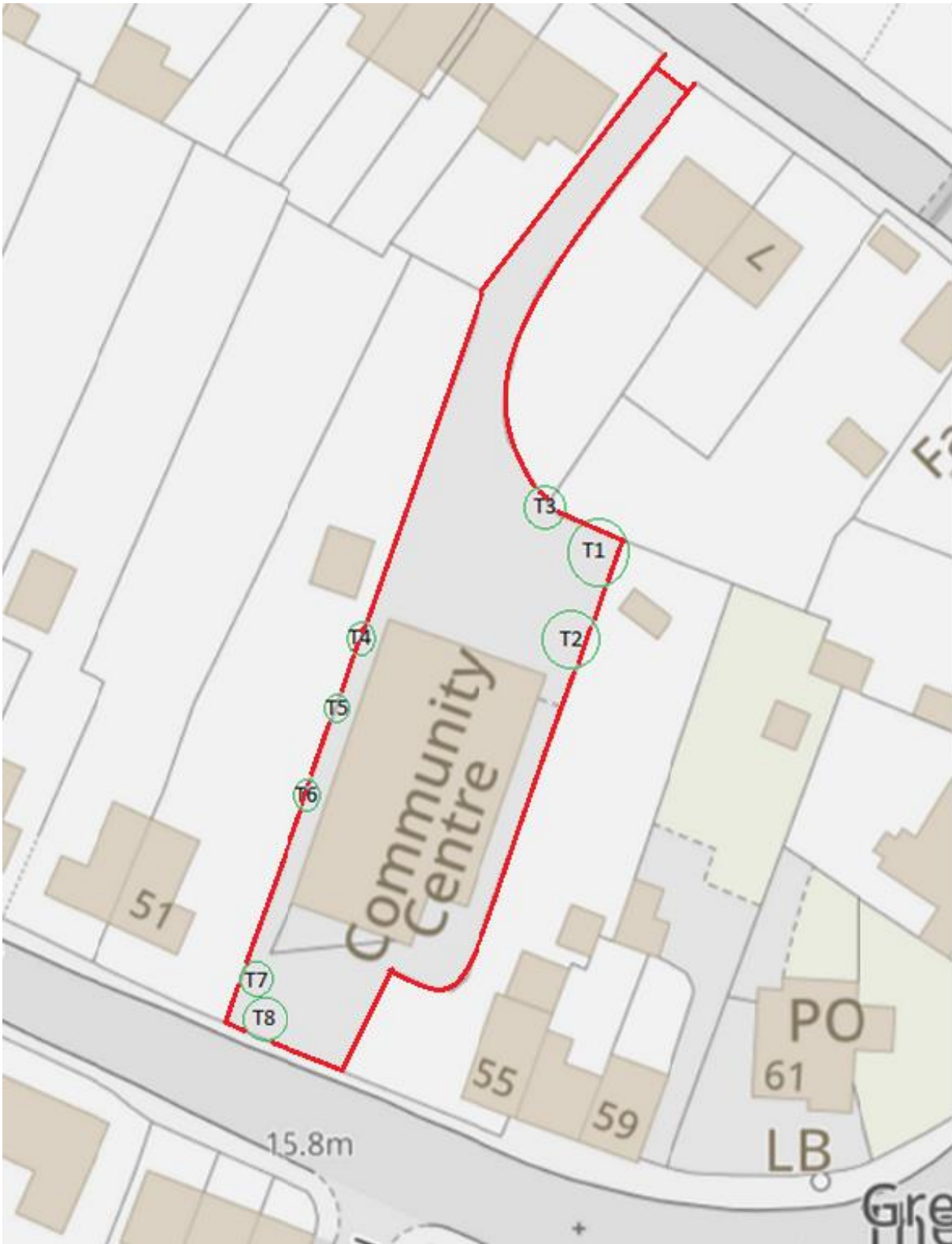


Figure 1 - Site map of hale community hall with location of trees and boundary lines

11. THE TREE REPORT

This section of the report provides a comprehensive overview of the individual trees discussed herein. It offers visual aids through photographs to enhance your understanding of our observations and recommendations. If you prefer a consolidated view of the observations, you can access the complete data sheet in Appendix II - Tree Survey Data Sheet.

T1 Sycamore (*Acer pseudoplatanus*)



Figure 2 Photograph of T1 *Acer pseudoplatanus*

Description: Tree #1, *Acer pseudoplatanus*, the sycamore species, graces the northeast corner of the property. Its strategic location positions it at the confluence of three adjacent properties, where it plays a vital role in shaping the landscape. Unfortunately, the tree faces an encroaching challenge in the form of a dense ivy blanket, which cloaks its multi-stemmed structure up to an approximate height of 8 meters.

Regrettably, due to the pervasive ivy cover, we were unable to conduct a comprehensive inspection of the tree's condition.

The tree exhibits a characteristic feature of sycamores but has slender and elongated branches. This particular growth pattern renders the tree susceptible to the smothering effects of ivy. Following a comprehensive examination, no indications of bats roosting in the vicinity of the tree were observed. However, should any signs of bats' presence within the ivy emerge, it is imperative to engage a qualified expert for a thorough inspection before undertaking any tree-related activities. This approach aligns with the legal requirements set forth in the Wildlife and Countryside Act 1981 and the Conservation of Habitats and Species Regulations 2017.

Recommendations: In light of the prevailing circumstances, we strongly advocate for the removal of ivy from the tree at breast height. This course of action is of utmost importance as it will enable us to conduct a thorough Visual Tree Assessment (VTA) once the ivy foliage has naturally withered. Beyond facilitating a precise tree assessment, ivy removal serves a dual purpose. By reducing the competition for sunlight within the tree's canopy it will promote the growth of healthier foliage, thus enhancing the overall vitality and recovery potential of the sycamore.

Priority: Medium

Target Occupation: Medium

T2 Turkey Oak (*Quercus cerris*)



Figure 3 photograph of T2 *Quercus cerris*

Description: Nestled at the rear of the property, on its eastern boundary, stands Tree #2, a dignified specimen of *Quercus cerris*, recognised as the Turkey Oak. Its imposing stature graces the landscape as it shares borders with a neighbouring garden and stands in close proximity to the esteemed Village Hall.

Upon close examination, this tree reveals a history of meticulous pruning, evident through the presence of prior pruning wounds. While these wounds are healing, a slight hint of decay is discernible See appendix 000. However, a more pressing concern emerges at the foundation of the tree—the root plate. This critical structure harbours an accumulation of debris and rubble, remnants of past development activities on the

tree's western side of the root protection area (RPA). The presence of these materials raises apprehensions regarding potential root severance and its repercussions on the tree's stability and health.

Compounding these concerns is the observation of a substantial sized container within the tree's RPA. This placement incites worries about soil compaction, a factor that can adversely impact the tree's intricate root system.

Recommendations: To preserve the well-being and endurance of this splendid Turkey Oak, we propose:

Clearing the Root Plate: Attention is required to clear the root plate from debris. This action will optimise the tree's access to vital nutrients and arrest any further degradation caused by the presence of debris.

Mulch Application: The application of a layer of mulch around the tree's base is pivotal in nurturing its overall health and vitality. Prudent mulching techniques must be employed to ensure the correct application of mulch that does not lead to excessive moisture retention around the tree's trunk, a condition that could potentially harm the tree.

Container Relocation: The presence of a substantial container within the tree's root protection area (RPA) raises concerns about soil compaction. Depending on the duration and necessity of the container's presence, it is advisable to explore the option of relocating it outside the RPA.

These measures collectively serve to not only safeguard the structural integrity of the Turkey Oak but also contribute to its sustained well-being and long-term growth.

Priority: Medium

Target Occupation: Low

T3 Elder (*Sambucus nigra*)



Figure 4 Photograph of T3 *Sambuca nigra*

Description: Enveloped within the verdant tapestry of a leylandii hedgerow, Tree #3 emerges as a multi-stemmed young elder (*Sambucus nigra*). However, a thorough inspection of this arboreal presence was impeded by the luxuriant foliage that shrouds its form. This natural cloak of greenery concealed a disheartening revelation—Tree #3's current state of decline.

The symptoms of its ailment are starkly apparent. The tree presents with one stem that has succumbed to mortality, a somber testimony to its struggle for survival. Furthermore, the total canopy coverage, while previously lush, now languishes at less than 50%. The tree's aesthetic and amenity value have markedly dwindled, casting a shadow on its overall contribution to the landscape.

Recommendations: In light of these concerning observations, we strongly endorse a restorative course of action. Removal of the dead elder stem and deadwood, attention is warranted to address the deceased elder stem and eliminate any deadwood. This proactive step will not only enhance the tree's health but also rejuvenate its aesthetic appeal of the tree.

By undertaking these measures, we aim to revitalise the well-being and visual allure of this young elder tree, ensuring its continued presence within the landscape.

Priority: Low

Target Occupation: Low

T4 Hawthorn (*Crataegus monogyna*)



Figure 5 Photograph of t4 *Crataegus monogyna*

Description: Situated alongside the property's footpath, Tree #4 stands as a small Hawthorn (*Crataegus monogyna*) species. Its nature as a hedge and the luxuriant foliage that blankets its stem rendered a comprehensive inspection a challenging endeavour. Nonetheless, our observations have unveiled a few key characteristics of this small, yet resilient, bush. This inspection was an exception to limitations 3.2 and has been added to this report as an example for advice on hedgerow management.

The tree bears the hallmark of frequent and rigorous pruning, which has sculpted its appearance into a compact hedge. Amidst this carefully crafted facade, however, lies a significant anomaly—a dead Hawthorn stem protruding from within the hedge's confines.

Recommendations: In response to the findings, we propose a proactive strategy to uphold the tree's vitality and ornamental value:

Removal of Dead Stem: Immediate attention should be directed towards the removal of the dead stem protruding from within the hedge. This action will not only enhance the aesthetic appeal of the tree but also contribute to its overall health.

Establish a Pruning Schedule: Given the tree's position adjacent to the footpath, it is advisable to establish a pruning schedule. If suitable, conducting pruning every two years will not only prevent encroachment onto the footpath but also stimulate the tree to engage in annual flowering, thus enhancing its ornamental value.

By implementing these measures, we aim to preserve the vigour and aesthetic charm of this small Hawthorn, ensuring its continued contribution to the property's landscape.

Priority: Low

Target Occupation: Low

T5 Ash (*Fraxinus excelsior*)



Figure 6 photograph of t5 *Fraxinus excelsior*

Description: Settled on the eastern side of the footpath, Tree #5 is a young Ash (*Fraxinus excelsior*). This young specimen stands as a testament to nature's resilience and vitality. A careful examination of the tree reveals a thriving presence, characterised by its robust and full canopy of foliage.

Recommendations: In the absence of any visible signs of ash dieback, to maintain its health and to monitor for potential issues, we propose the following recommendations:

Monitoring for Ash Dieback: Given the absence of ash dieback at present, we recommend monitoring this tree for the disease every two years. However, it is essential to underscore the flexibility in inspection frequency. The frequency of monitoring should adapt to the tree's development and any evolving threat of ash dieback in the area.

By adhering to this approach, we aim to ensure the sustained health and vitality of this young Ash tree, allowing it to flourish in the years to come.

Priority: Low

Target Occupation: Low

T6 Sycamore (*Acer pseudoplatanus*)



Figure 7 photograph of t6 *acer pseudoplatanus*

Description: Placed east of the footpath near the property's boundary line, Tree #6 stands as a multi-stemmed Sycamore (*Acer pseudoplatanus*). Its history of losing its main stem has sculpted its appearance, resulting in a compact multi-stemmed form. However, a closer examination reveals signs of decay within the old main stem.

Initial deliberations regarding the tree's management led to the consideration of coppicing. Regrettably, the available space for this procedure falls short of requirements.

Recommendations: In the context of trees located within a conservation area in the UK, it's important to acknowledge that tree work on specimens with a trunk diameter measuring less than 7.5 centimetres does not necessitate prior notice to the local planning authority. This exemption is rooted in recognition that smaller invasive trees within conservation areas can be managed without the formalities of notification, provided that such work adheres to pertinent conservation laws and regulations. Nonetheless, it remains crucial to exercise due diligence, as the specific regulations governing tree preservation may exhibit variations by location regarding the Town and Country Planning (Tree Preservation) (England) Regulations 2012. Keep in mind that in conservation areas, you generally need to give your local planning authority six weeks' notice (known as a "Section 211 Notice") before carrying out tree work on certain trees. During this time, the local authority will consider whether to issue a Tree Preservation Order (TPO) to protect the trees.

In alignment with these regulations, we propose the following course of action:

Tree Removal: Given the tree's diminutive size and potential growth size, it would be advisable to remove this tree before it garners the protection of the conservation order. This tree has the future potential to outgrow its location and become a hazard in the next few years. Carrying out this action at this time would be in adherence to conservation area regulations. The removal of Tree #6 aligns with the established guidelines. This course of action maintains compliance with the law.

Consider Replacement: As a responsible measure to enhance the local environment, we recommend contemplating the introduction of a Dog Rose (*Rosa canina*) or an appropriate native species that would work as part of a hedgerow. This thoughtful replacement strategy contributes positively to the ecological balance of the area.

By adhering to these recommendations, we address the management of Tree #6 within the framework of conservation area regulations while concurrently fostering environmental enhancement.

Priority: Medium

Target Occupation: Low

T7 Whitebeam (*Sorbus aria*)



Figure 8 photograph of t7 *sorbus aria*

Description: On the grass near the property's south entrance, Tree #7 stands a Whitebeam (*Sorbus aria*). It shares a closely adjoining canopy with a neighbouring beech tree. However, an in-depth examination has unveiled certain noteworthy characteristics that warrant consideration.

While the tree retains a substantial portion of its canopy, approximately 60% remains, it has experienced minor limb loss. The consequence of this loss is an altered canopy spread, with notable variation in different directions. Of particular concern is the presence of mechanical damage at the base of the tree's stem. This damage poses potential risks to the tree's structural integrity and longevity.

Intriguingly, our observations also include the sighting of a Common Earthball (*Scleroderma citrinum*) fruiting body. This discovery, located at a distance of approximately 1.5 meters from the tree's stem, adds an ecological dimension to our assessment.

Recommendations: To ensure the well-being and continued vitality of Tree #7, we propose a multifaceted strategy:

Mulch Application: We strongly recommend the application of mulch around the base of the tree. Mulching represents a practical and beneficial practice that not only safeguards the tree from potential mechanical damage but also contributes significantly to its health, growth, and visual appeal. It is imperative to adhere to proper mulching techniques, ensuring that the mulch is applied correctly to prevent issues such as excessive moisture retention against the tree's trunk.

By undertaking these measures, we endeavour to preserve the structural integrity, health, and aesthetic allure of this Whitebeam, allowing it to thrive.

Priority: Medium

Target Occupation: Low

T8 Beech (*Fagus sylvatica*)



Figure 9 Photograph of t8 *Fagus sylvatica*

Description: Tree #8, a stately Beech (*Fagus sylvatica*), graces the landscape near the property's southern entrance, a location adorned with a nearby phone box. This specimen boasts a double stem configuration at approximately 2 meters up the stem. An intriguing discovery in the vicinity of the tree includes the

presence of 2 small eggshells scattered on the ground near the tree's base, suggesting the possibility of bird nesting activities. Despite this, a comprehensive assessment reveals that the tree, on the whole, enjoys a state of good health.

Recommendations: In light of the tree's current condition and the potential ecological significance of bird nesting activities, we propose the following course of action:

Tree Inspection: To ensure the continued health and structural integrity of Tree #8, we recommend conducting a thorough tree inspection every 24 months. Regular inspections allow for the early detection of any emerging issues and provide an opportunity for timely intervention if necessary.

By adhering to this inspection schedule, we aim to preserve the well-being of this impressive Beech, fostering its longevity and ecological significance within the property's landscape.

Priority: Low

Target Occupation: Low

13. CONCLUSION

In summary, there are no immediate foreseeable risks with the majority of trees on this site. Basic maintenance practices, including routine inspections, should suffice for the well-being of the trees. However, the Turkey Oak presents a unique challenge. While currently healthy, it appears compromised due to suspected root severance and compaction caused by the container in its root protection area (RPA). We recommend the careful removal of the container from the RPA, acknowledging the potential impact on root anchorage. Caution must be exercised during this process, as the weight of the container may serve as the primary anchorage for the tree's roots. Removing this weight prematurely may result in the loss of anchorage for any roots that have developed underneath and increase the risk of root heave.

This tree report provides a comprehensive assessment of the trees within the property's boundaries and their specific needs. Embracing the proactive approach outlined in this report not only fulfills legal obligations but also enhances the preservation, vitality, and ecological value of these trees. The recommendations provided here offer valuable guidance for sustaining these natural assets, ultimately benefiting the environment for years to come. We highly encourage readers to explore the external sources of information in the 'useful web information' section at the end of this report, as these links offer expert insights relevant to the report's content.

Tree # (Tree Number): A unique identifier for each tree.

Species: The species of the tree, including both the scientific name and common name (common name in brackets).

Age:

- Y: Young: Typically, trees in this category are between 1-10 years old. They are still establishing themselves and may be relatively small in size.
- EM: Early Mature: Trees in this category are typically between 10-30 years old. They have passed their youthful stage and are starting to show characteristics of more mature trees.
- SM: Semi Mature: This term can vary in its interpretation but generally refers to trees that are in the transition between the Young and Early Mature stages, typically between 10-20 years old.
- M: Mature: Mature trees are generally between 30-100 years old. They have reached a stage where they are well-established, fully grown, and producing seeds or fruits.
- OM: Over Mature: Trees in this category are over 100 years old. They have surpassed their prime and may show signs of ageing, such as reduced vigour and health.
- V: Veteran: Veteran trees are typically over 200 years old. These trees have stood for centuries and are often characterised by their unique shapes and features, as well as their ecological significance.

DBH (cm) (Diameter at Breast Height): The diameter of the tree trunk at breast height in centimetres.

Height (m): The height of the tree in meters.

Canopy Spread (m): The width of the tree's canopy spread measured in meters by the four cardinal points N- North, S- South, E- East, W- West. <1 means that the measurement is less than 1 meter.

Physiological Condition - The physiological condition of the tree. - Good, Fair, Poor, Dead

Structural Condition - The structural condition of the tree.- Good, Fair, Poor, Very poor

Comments – Observations and comments

Management Work Recommendations – Required tree surgery operations, including further investigation of suspected defects that require more detailed assessment

Target Occupation – An approximate site-specific guide from High to Low as assessed on the day of the tree inspection of the risk relating to the potential for damage to a person or property within an area around the tree if failure of the tree or part of the tree were to occur. It is recommended that the re-inspection of tree or groups of trees should be carried out as follows:

- High – Re-inspect in 12 months or less if stated.
- Medium – Re-inspect in 24 months or as stated.
- Low – Re-inspect in 3 years or as stated.
- Very Low - Re-inspect in 5 years or as stated.

Work Priority – A priority rating for management work recommendations. This is determined from an assessment on the day, taking into account the target occupation around the tree, the size/part of the tree affected by the defect, the probability and foreseeable nature of the defect failing, the quality and value of the tree and other arboricultural factors. A suggested timescale for the work to be carried out is provided below:

- Urgent - Work to be carried out as soon as practically possible. I.e. less than 7 days
- High – Work to be carried out within 1 month.
- High Medium - Work to be carried out within 3 months.
- Medium- Work to be carried out within 6 months.
- Low Medium – Work to be carried out in 12/18 months.
- Low - Work to be carried out in 18/24 months if budget allows.
- Very Low - After consideration of management objectives

APPENDIX II TREE SURVEY DATA SHEET

Arboricultural Survey: Hale Village Hall, High St, Hale, Liverpool L24 4AE										Surveyor: Luke Dineley		Date of survey: 07/08/2023		
Tree #	Species	Age	DBH (cm)	Height (m)	Canopy spread (m)				Physiological Condition	Structural Condition	Comments	Management Recommendations	Target Occupation	Priority
					N	S	E	W						
T1	Acer pseudoplatanus (Sycamore)	SM	38cm x3	10m	5	4	4	4	Fair	Fair	A medium sycamore tree located at the northeast corner of the property. It is positioned near the boundary shared by three adjacent properties. It stands in close proximity to the intersection of the 3 properties. Multi stem of 3 stems, stems covered up to approximately 8m in dense ivy. Unable to inspect fully due to ivy.	Perform ivy removal at breast height. This action is recommended to facilitate a comprehensive Visual Tree Assessment (VTA) after the ivy foliage has naturally died off. Removing the ivy not only aids in accurate tree assessment but also serves the purpose of reducing competition for sunlight within the tree's canopy.	Medium	Medium

T2	Quercus cerris (Turkey oak)	SM	80cm	10m	4	4	4	4	4	Good	Good	<p>The tree has skinny and elongated branches, tree at risk of being smothered by the ivy. No evidence of Bats roosting visible.</p> <p>Large tree at the back of the property on the east side. The tree is on a boundary line adjacent to neighbouring gardens and in proximity to Village Hall. Previous pruning wounds are occluding, although some have slight decay. The root plate contains rubble and debris, there are also signs of potential root</p>	<p>Clearing the root plate from debris and applying mulch. Depending on the duration of the container's presence, it may be advisable to explore the possibility of relocating the container from within the RPA</p>	Medium	Low	

T3	Sambucus nigra (Elder)	Y	/	3m	/	/	/	/	/	/	/	severance from previous excavations to the west side of the stem. Additionally, a large container has been positioned within the root protection area of the root plate, which may be causing soil compaction.	Remove dead elder stem and deadwood	Low	Low
												Unable to inspect fully due to foliage. Multi stem small elder tree growing in a hedgerow of leylandii. The tree appears to be in decline, with 1 dead stem and <50% total canopy. Very low amenity value.			

T4	Crataegus monogyna (Hawthorne)	M	/	2m	<1	<1	<1	<1	<1	<1	Good	Good	Unable to inspect stem due to foliage and being a hedge. Located besides footpath on the east side of the property. This is a small Bush heavily pruned with dead main Hawthorne stem protruding from within	Remove dead stem. Create a pruning schedule of every 2 years to avoid encroaching on to foot path if suitable. Doing these every 2 years will allow for annual flowering.	Low	Low
T5	Fraxinus excelsior (Ash)	Y	11cm	3m	<1	<1	<1	<1	<1	<1	Good	Good	Young Ash tree situated on the east side of the footpath with no ash dieback present and a full canopy of foliage.	Currently, there are no signs of ash dieback. Monitoring this tree for the disease every 2 years appears to be a suitable initial approach for this site. However, it's important to note that the frequency of inspection should be adaptable to the	Medium	Low

T6	Acer pseudoplatanus (Sycamore)	M	<7.5cm	3m	<1	<1	<1	<1	<1	Good	Good	To the east of the footpath on the near the boundary line. Multi-stemmed and heavily pruned with decay in the old main stem. Initial thoughts were to possibly coppice, but the area is too small	tree's development and the evolving threat of ash dieback	In accordance with conservation area regulations in the UK, trees with a trunk diameter of less than 7.5 centimetres do not require prior notice for tree work. Therefore, the removal of this tree complies with these regulations and does not constitute a breach of conservation laws. Replacement: It is suggested to consider replacing this tree with a Dog Rose (Rosa canina) or a suitable native	Medium	Low
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T7	Sorbus aria (Whitebeam)	EM	23cm	12m	3	0	3	2	Good	Good	The tree is located on the grass near the south entrance of the property and features a closely adjoining canopy with a neighbouring beech tree. It has experienced minor limb loss, with approximately 60% of the canopy remaining. Notably, there is mechanical damage present	Mulch: Mulching around the base of a tree is a practical and beneficial practice. It safeguards the tree from mechanical damage while promoting its health, growth, and visual appeal. Proper mulching techniques should be followed to ensure that mulch is applied correctly, avoiding issues such as	Medium	Low	species. This replacement not only maintains the ecological value of the site but also contributes to the enhancement of the local environment.
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T8	Fagus sylvatica (Beech)	M	48cm	18	2	3	5	3	Good	Good	<p>at the base of the tree's stem. Additionally, a Common Earthball (<i>Scleroderma citrinum</i>) fruiting body has been observed approximately 1.5 meters from the tree's stem.</p> <p>The tree is located near the phone box at the southern entrance of the property. It has a double stem at approximately 2 meters. Small eggshells have been observed on the ground near the base of the tree, suggesting possible bird nesting. Overall, the tree appears</p>	<p>excessive moisture retention against the tree's trunk.</p> <p>Tree inspection is recommended every 24 months.</p>	Medium	Low
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APPENDIX III HALE VILLAGE CONSERVATION AREA

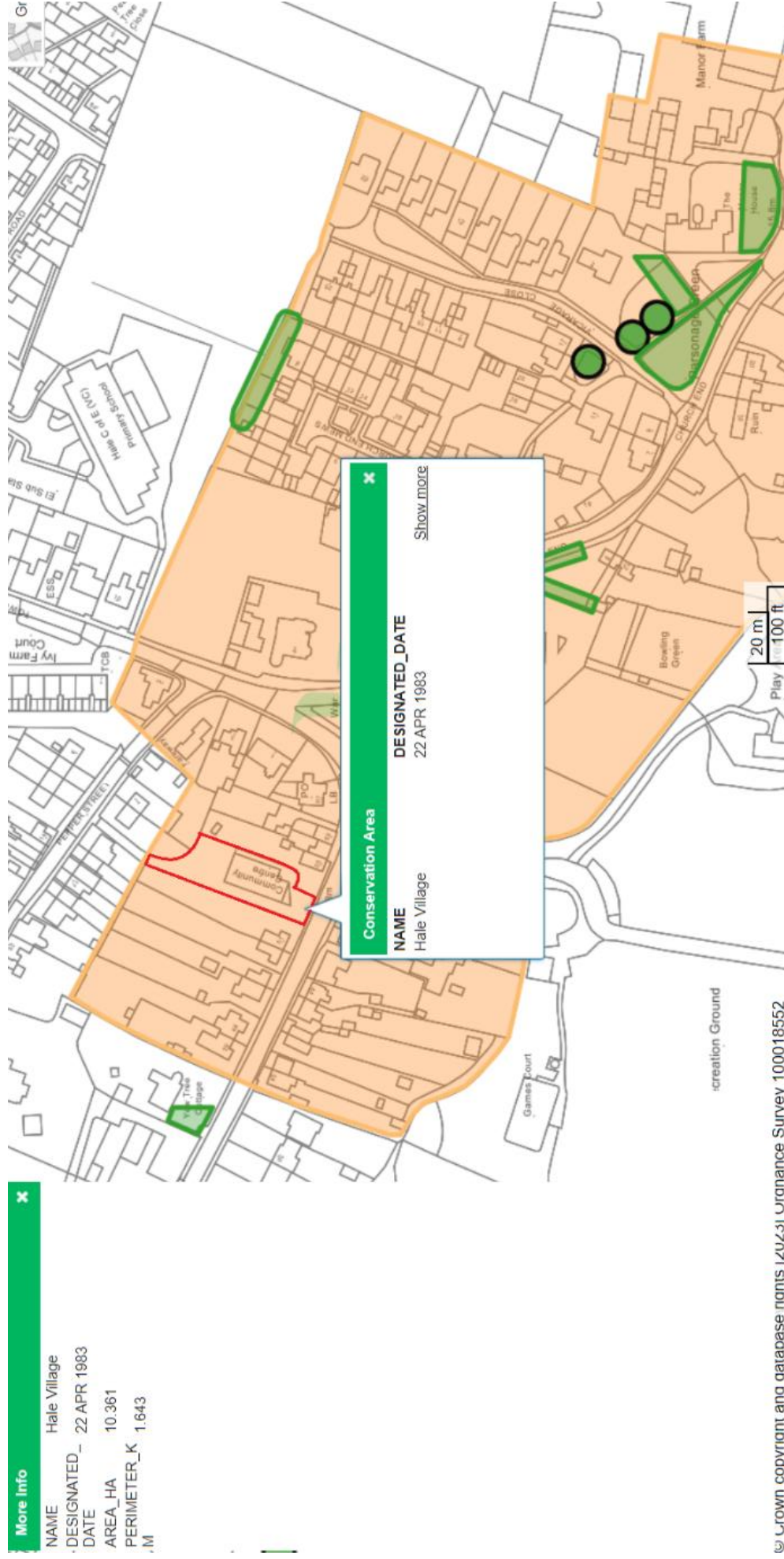


Figure 10 Map showing Hale Village Conservation area in orange and trees with tree preservation orders in green



Figure 11 Suspected root excavation on T2



Figure 12 Rubble and debris in root area.



Figure 13 Previous pruning wound with occluding bark

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USEFUL WEB INFORMATION

If you are accessing this document electronically and the links do not appear to be working, try holding the CTRL button whilst clicking on the link.

Arboricultural Association-

Help for tree owners

<https://www.trees.org.uk/Help-Advice/Help-for-Tree-Owners>

Root protection for veteran trees

<https://www.trees.org.uk/News-Blog/Latest-News/Root-protection-for-veteran-trees>

Health and Safety Executive -

Management of the risk from falling trees or branches

https://www.hse.gov.uk/foi/internalops/sims/ag_food/010705.htm

Forest Research-

Hazards from trees: a general guide

<https://cdn.forestresearch.gov.uk/2000/01/fcpg13.pdf>

Common sense risk management of trees

<https://cdn.forestresearch.gov.uk/2011/12/fcms024.pdf>

Common sense risk management of trees: Landowner summary-

<https://cdn.forestresearch.gov.uk/2011/12/fcms025.pdf>

Halton Borough Council-

<https://www3.halton.gov.uk/Pages/planning/Conservation.aspx>

Woodland Trust-

Trimming and maintaining native hedges

<https://www.woodlandtrust.org.uk/blog/2022/09/trimming-and-maintaining-native-hedges/>

What is a root protection area

<https://www.woodlandtrust.org.uk/blog/2021/04/root-protection-areas/>

Forestry Commission-

Reflecting on a decade of ash dieback response in the UK

<https://forestrycommission.blog.gov.uk/2022/12/06/reflecting-on-a-decade-of-ash-dieback-response-in-the-uk/>

Managing ash dieback in England

<https://www.gov.uk/guidance/managing-ash-dieback-in-england>

The Tree Council-

Ash Dieback Disease: A guide for tree owners

<https://treecouncil.org.uk/wp-content/uploads/2020/06/Tree-Council-Ash-dieback-tree-owners-guide-FINAL.pdf>

Tree and hedge planting: A step-by-step guide-

<https://treecouncil.org.uk/wp-content/uploads/2021/11/National-Tree-Week-planting-guide.pdf>

Natural England-

Biodiversity Net Gain Brochure

https://naturalengland.blog.gov.uk/wp-content/uploads/sites/183/2022/04/BNG-Brochure_Final_Compressed-002.pdf



Bank Bacs Details

Bank Name : Nat West Bank
Sort Code : 60 - 15 - 38
Acc No : 88063283
V.A.T Reg : GB733135263 000
Company No : 02528636

73 Brewster Street, T : 0151-922-4454
Bootle, F : 0151-922-5005
Liverpool, E : office@combinedcatering.com
Merseyside, W : www.combinedcatering.com
L20 9NG

Quotation

Customer Hale Village Hall
High Street
Hale

L24 5SA

Tel: :
Fax: :
E-mail: : mjspargo@aol.com
A/c no: : 9726

Date: : 28.05.2024
From: : MM
Our ref: : 18621\1
Ref: : Malcolm Spargo

Site Same as above

Product code and description	Qty	List	Our price	Total
				18621\1
Section 1				

Hi Malcom: As requested, please see Quotation below for repair of the Aristarco AP50.35 Dishwasher.

1	20000295, Engineer T/T & Labour per hour	1	46.00	46.0000	46.00
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IF QUOTE IS ACCEPTABLE please PRINT name , SIGN & Return.

Sign:.....Date:..... I confirm I am

authorised to make this

purchase on behalf of the above and or associated bodies.

£46.00 **Section Total (ex VAT)** **£46.00**

The quotation is based on current prices and is valid for 30 days, unless otherwise stated. Should prices increase outside our control, we reserve the right to revise our quote to reflect this. It excludes any form of Main Contractors Discount & if this required, it should be added to the price above and advise us accordingly. Should we be asked to "store" the equipment prior to delivery due to site delay or any other reason, a charge will be made to commercial rates applying at the time.

All deposits are non refundable.

Any installation to be carried out during normal working hours and in a continuous manner. Any overtime, broken time, night work or the like required to suit your works conditions will be chargeable.

Grand Total (ex VAT) £46.00

V.A.T. to be added at current rate applicable.

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