

Parwich Parish Council Tree Management Plan

Introduction

This plan provides templates for recording the management of trees on land under the Parish Council's control. Filling in these templates will provide evidence of compliance with the Parish Council's Tree Management Policy.

Each area is allocated to one of three zones depending on its use. Inspection levels are set for each zone. Actions are based on the outcome of the inspections.

Templates for recording zoning, inspection and actions are included at the end of this document.

Identifying areas to be assessed.

Identification can be carried out by anyone familiar with the land managed by the Parish Council. Areas identified can be recorded using the template "Areas and zoning". After this has been completed for the first time it can simply be reviewed to record anything that has changed (e.g. acquisition or disposal of land).

Zoning

Zoning can be carried out by anyone familiar with the use of the area identified. Zoning can be carried out using the following guide.

Typically how many people are near trees in this area each day?			
	0-10	10-10,000	Over 10,000
zone	0	1	2

Where are trees in this area?			
	not next to a road	next to a quiet road	next to a busy road. *
zone	0	1	2

* Extended periods of continuous two way traffic

Highest score from each table above used to determine zone for each area

Zone	Level of use	Inspection level
0	low	informal
1	moderate	formal
2	high	detailed

Inspection

Each level of inspection is described as follows.

Informal inspection

Can be carried out by anyone. Councilors, employees, contractors, tenants and the public are simply asked to bring to the Council's attention any tree giving them a cause for concern. There is no programme of planned inspection. Where concerns are highlighted a formal inspection to determine any action to be taken should follow.

Formal inspection

Can be carried out by anyone familiarising themselves with the Forestry Commission publication "Common Sense Risk Management of Trees". or using the questions posed in the template "Formal inspection". Formal inspection will be part of a planned programme based on zoning or in response to an informal inspection observation.

Detailed inspection

Should be carried out by a competent person with expert knowledge. Detailed inspection will be carried out in zones identified as high risk or as an action arising from a formal inspection.

Action

If the observations from a formal inspection suggest a level of risk too high to be accepted an entry should be recorded using the template "Suggested action". Any entries on this table will be reviewed by the Parish Council to agree what action, if any, should be taken.

Records

The clerk will retain any completed forms. The minutes of the Parish Council will record any suggested actions reviewed and actions taken. Actions reviewed may be as a result of formal or detailed (expert) inspections.

Further information

For further information and references see "Common Sense Risk Management of Trees". National Tree Safety Group. 2011. This document (and others) can be viewed on the Forestry Commission website.

[https://www.forestry.gov.uk/PDF/FCMS024.pdf/\\$FILE/FCMS024.pdf](https://www.forestry.gov.uk/PDF/FCMS024.pdf/$FILE/FCMS024.pdf)

Formal inspection

Observations	Area name									
Dead tree with trunk greater than 10cm diameter										
Dead tree with trunk less than 10cm diameter										
Dead branch greater than 10 cm diameter										
Dead branch less than 10 cm diameter										
Physical damage or structural defect										
Exposed roots or lifting root plate										
Fungal attack										
Covered in ivy										
Other. Specify.										
None of the above										
Is the current level of risk acceptable? Yes / No. If "No" add to Action list										

Note that unless there is a significant probability that a member of the public may be harmed in the near future the risk may be acceptable even though observations have been recorded.

Date inspected _____

By _____

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Action

Description to identify tree (append sketch or map if helpful)	Suggested action				
	Post warning notice	Restrict access	Request detailed inspection	Remove branch	Fell tree

Date suggested _____

By _____

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