



Tuesday 20 September 2022

To Councillors – Cllr Guy Rawlinson (Chair), Cllr Chris Davies, Cllr Bob Griffin, Cllr Helen Harrison, Cllr Paul Le Riche, Cllr James Murray, Cllr Clive Parkinson, Cllr Pam Shipp, Cllr Jayne Stansfield, Cllr Angela Symonds

Please take notice that a meeting of the **Open Spaces Committee** of Thornbury Town Council will be held in the **Council Chamber of the Town Hall** on **Tuesday 27 September 2022** at **7.30pm**.

All above named Councillors are hereby **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

A handwritten signature in purple ink, appearing to read 'W Sydenham'.

Wendy Sydenham, Deputy Town Clerk

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.

Public participation: Please note that this meeting is open to the public. Please take note of the guidance notes for public participation [provided](#).

AGENDA

1. To observe a minute's silence in remembrance of Queen Elizabeth II
2. To consider any apologies for absence
3. To receive any members declarations of interest
4. To receive any representations from the public
5. To approve the minutes of the Open Spaces Committee meeting held on 12.07.22 and to receive an update on any operational issues or matters arising from the report not considered elsewhere on the agenda (paper attached)
6. To receive a general report on St Mary's Closed Churchyard and to discuss specific grounds maintenance issues
7. To note the report from the Tree Warden (paper attached)
8. To consider a request for the provision of more seating in Town Council green spaces (paper attached)
9. To consider concerns raised by a resident about antisocial behaviour on Oakleaze Green (paper attached)

10. To confirm Officer's approval given out of meeting to a request from Jigsaw/South Gloucestershire Council to hold part of the Fun Palaces event on Saturday 1 October 2022 at the Mundy Playing Fields (paper attached)
11. To consider a request from Thornbury Lawn Tennis Club to allow them to install floodlights on Courts 5 and 6 (paper attached)
12. To consider changing Town Hall planting to perennial planting instead of annual bedding planting
13. To note expenditure on additional tree works (paper attached)
14. To consider granting permission for the Thornbury Round Table Fireworks Display on Saturday 5 November 2022 to take place on the Mundy Playing Fields
15. To identify additional items related to open spaces to be considered for the 2023/2024 budget
16. *To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
17. To receive an update from the Tennis Courts Working Group and to consider recommendations regarding proposals from Thornbury Lawn Tennis Club (paper attached)
18. To receive an update on issues relating to the Cemetery extension and consider approving relevant expenditure and delegations as per the Officer Briefing (paper attached)
19. To consider quotes for works to gates at Thornbury Cemetery (paper attached)
20. To note the date of next meeting: 15.11.22

Minutes of the Meeting of the Open Spaces Committee
held on 12 July 2022 at 7.30pm
in the Council Chamber, Town Hall

Councillors present: Cllr Guy Rawlinson (Chair)
Cllr Chris Davies
Cllr Bob Griffin
Cllr Paul Le Riche
Cllr Jayne Stansfield
Cllr Angela Symonds

Officers present: Wendy Sydenham (Deputy Clerk)

Non-Councillors present: None

Absent: Cllr Helen Harrison
Cllr Clive Parkinson
Cllr Pam Shipp
Cllr James Murray

OS2223.1 EMERGENCY EVACUATION PROCEDURE

The procedure was outlined.

OS2223.2 TO CONSIDER ANY APOLOGIES FOR ABSENCE

Apologies were noted from Cllr Helen Harrison, Cllr James Murray, Cllr Clive Parkinson, Judith Hurford (Tree Warden) and Mike Elcock (St. Mary's Churchyard).

OS2223.3 TO RECEIVE NOMINATIONS FOR VICE CHAIR OF THE COMMITTEE

One nomination was received. It was **RESOLVED** to elect Cllr James Murray to the position of Vice Chair.

OS2223.4 TO RECEIVE ANY MEMBERS DECLARATIONS OF INTEREST

There were none.

OS2223.5 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

There were no members of the public present.

OS2223.6 TO APPROVE THE MINUTES OF THE OPEN SPACES COMMITTEE MEETING HELD ON 03.05.22 AND TO RECEIVE AN UPDATE ON ANY OPERATIONAL ISSUES OR MATTERS ARISING FROM THE REPORT NOT CONSIDERED ELSEWHERE ON THE AGENDA

It was **RESOLVED** that the minutes be approved.

OS2223.7 TO RECEIVE A GENERAL REPORT ON ST MARY'S CLOSED CHURCHYARD

In Mike Elcock's absence, the Chair confirmed that there were no issues to be raised regarding St Marys other than to note that the Churchyard would be included in the proposed ecological surveys.

OS2223.8 TO CONSIDER ISSUES RELATING TO TREES ON TOWN COUNCIL LAND

- To note that quotes have been sought for a review of potential tree planting locations on Town Council land (to be considered further under 18)

This was noted.

- To consider setting up a working group to identify locations for tree planting on Town Council land

It was **RESOLVED** to defer the setting up of the working group until after the proposed report on tree planting was available.

- To receive a general report on tree planting from the Tree Warden and consider a small amount of tree planting at the Cemetery in this financial year

The Tree Warden's report was noted. It was **RESOLVED** that 'Ash Die Back' would be on the agenda for the next Committee meeting. 'Database of Trees' would be put on the next suitable agenda. The Tree Warden would be asked to come to the next meeting with plans for some limited memorial tree planting at the Cemetery but that other planting would most likely need to wait until the proposed tree planting report was available. A memorial tree policy should be produced for the Cemetery, to include suitability of different species of tree in that location to avoid affecting graves, memorials, etc.

- To note progress on tree works identified in the tree survey and note additional spend

The Committee noted the additional spend outlined in the Schedule of Tree Works.

OS2223.9 TO CONSIDER ISSUES RELATING TO THE TOWN COUNCIL'S PLAY AREA

- To consider the results of the Eastland play area pre-consultation and to agree next steps

It was **RESOLVED** to proceed with producing the tender documents for the play area, to include results of the pre-consultation and to look into a potential issue with an access path in the play area.

- To receive an update on issues relating to the Chantry Road play area

The update was noted.

- To note actions from the latest RoSPA inspections and progress so far against those actions

The schedule of actions was noted.

- To consider enhancing CCTV coverage in the Mundy Playing Fields

It was **RESOLVED** to obtain quotes for enhancing CCTV coverage and to investigate a potential option regarding electrical supply.

OS2223.10 TO CONSIDER A REQUEST FROM THORNBURY TOWN FOOTBALL CLUB TO INSTALL A PA SYSTEM ON TO THE PAVILION

It was **RESOLVED** to ask the Football Club to submit a report covering all requirements of their current league and to note that a decision on any change to facilities may need to wait until the Council strategy process is concluded.

OS2223.11 TO CONSIDER A REQUEST TO ALLOW THE ROTARY CLUB WALKATHON ROUTE TO INCLUDE TO INCLUDE THE MUNDY PLAYING FIELDS

It was **RESOLVED** to allow the Walkathon routes to include the Mundy Playing Fields.

OS2223.12 TO CONSIDER ADDITIONS TO THE CEMETERY FEES AND CHARGES FOR 2022/2023

It was noted that this item would be considered by Full Council at its next meeting, in line with Town Council Financial Regulations.

OS2223.13 TO NOTE OFFICER DECISIONS MADE UNDER DELEGATED POWERS

Officer decisions were noted as per the circulated schedule.

OS2223.14 TO RESOLVE UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 THAT THE PUBLIC AND PRESS BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEMS OF BUSINESS AS PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

This was **RESOLVED**.

OS2223.15 TO CONSIDER A BURIAL ISSUE AT THORNBURY CEMETERY AND AGREE ACTIONS

It was **RESOLVED** to follow Officer advice in the Officer Briefing

OS2223.16 TO CONSIDER A LAND ISSUE RELATING TO THORNBURY CEMETERY AND AGREE ACTIONS

It was **RESOLVED** that Officers should make contact with relevant parties as per the Officer Briefing.

OS2223.17 TO CONSIDER QUOTES FOR AN ECOLOGICAL SURVEY OF TOWN COUNCIL'S GREEN SPACES AND QUOTES FOR A SURVEY OF POTENTIAL LOCATIONS FOR TREE PLANTING ON TOWN COUNCIL LAND

It was **RESOLVED** to proceed with the ecological surveys of all green spaces outlined in the documentation, and also the tree planting survey, using the least expensive contractor.

OS2223.18 TO CONSIDER QUOTES AND ISSUES RELATING TO THE INSTALLATION OF TRAFFIC BARRIERS ON OAKLEAZE GREEN

It was **RESOLVED** that Officers should proceed with obtaining the detailed utilities report in order to establish whether bollards are feasible, and if so, to come back to a future meeting with quotes for installation of bollards.

OS2223.19 TO CONSIDER QUOTES/OPTIONS FOR CHANGES TO SURFACING AROUND SLIDES AT MUNDY PLAYING FIELDS PLAY AREA

It was **RESOLVED** to proceed with the more comprehensive remedial works to the area around the slides at the Mundy Playing Fields.

OS2223.20 TO CONSIDER QUOTES/OPTIONS FOR CREATION OF DISABLED CAR PARKING SPACES AT THE MUNDY PLAYING FIELDS

It was **RESOLVED** in principle that the works should take place, confirmed the contractor to use, and that the new spaces are to be created on the green area at the end of the existing car park. It was **RESOLVED** to recommend to the F&GP Committee that CIL funds should be used for this expenditure. It was noted that quotes were being obtained for the railing/barrier works that would be necessary around the new section and that the Deputy Clerk would bring these quotes to the next Committee meeting.

OS2223.21 TO CONSIDER QUOTES/OPTIONS FOR NEW PATHS AND VARIOUS REPAIRS TO SURFACING AT THORNBURY CEMETERY

It was **RESOLVED** in principle that the works should take place and also the contractor to use. The works should include repair of an existing concrete path with concrete rather than tarmac. It was further **RESOLVED** to recommend to the F&GP Committee that CIL funds be used for the new paths that would be laid and that the Land & Property/Maintenance budget be used for the repair works.

OS2223.22 TO NOTE THE DATE OF NEXT MEETING: 13.09.22

Tree Warden's report to the Open Spaces Committee

September 2022

Memorial tree in memory of the Queen

I am sure Town Councillors are deeply saddened by the death of Her Majesty the Queen. I would like to propose we plant a tree on behalf of Thornbury (Town Council?) to mark the Queen's life and her service to this country over seven decades.

Memorial trees for the cemetery

The following people are wanting trees:

- Linda Preston
- Chris Prince
- Christine Glassenbury

These names were given to me by Wendy.

I met with Danny in the cemetery during the early part of the summer to discuss his ideas and thoughts on where he felt the best positions for future tree planting should take place. A plan for tree planting in the cemetery would be based on and determined by plans already in place for further grave sites.

When permission to go ahead with planting for memorial trees is agreed with the Open Spaces Committee, I would like to meet again with Danny to draw up a suggested plan for discussion with the Councillors' working party.

Other requests for tree planting

- Robin Pencavel on behalf of the **United Reform Church** has requested a tree to be planted in Thornbury to celebrate their **Golden Jubilee on 1st October**. They also want it in celebration of the Queen's Platinum Jubilee.
- Bob Collins, chairman of Thornbury Men's Shed, has asked permission to plant two (and possibly three) memorial trees for past members. He has specifically asked if they could be planted on the green space off Thicket Walk
- Terry Hunt and Chris Phillips of Thornbury Lions have reported a failing Liquid Ambar and asked for a replacement. It was a thriving tree but is now in decline. I have alerted Neil Gazzard to their concerns, and he has promised to get back to me after he has looked at the tree which is on South Gloucestershire's land.
- Angela Parnham has asked for a tree to be planted in memory of her husband. She indicated she would like it planted in the Chantry Fields if this was possible.
- Rosemary Clews has offered to donate towards the planting of an Oak tree, somewhere in Thornbury.
- Some trees need attention because of the hot, dry summer and one or two may need to be replaced. Several trees planted during the spring are showing signs of decline but have set buds so may survive.
- The vandalised Cherry trees planted for the Queen's Platinum Jubilee in the Mundy Fields need to be replaced.
- A Crabtree has recently been vandalised on Oakleaze Green and needs replacing.

Newly planted hedge on Oakleaze Green/Elmdale Crescent

Watering the saplings proved to be a very difficult task due to the hot, dry summer. It took two days on each occasion to water them. Fortunately, the vast number of trees have survived.

As the weather continued to be dry, I asked Wendy for help while I went on holiday. This resulted in the grounds team taking charge of the watering during August, for which I was extremely grateful. With the recent rainfall, the situation has improved but this needs monitoring as the hedge matures.

Judith Hurford
Thornbury Tree Warden
Chair Thornbury Tree Strategy Group

Dear Focus Team

We read with interest in your Focus Magazine issue 149 Summer 2022 the article about Thornbury play areas being updated. While we are pleased that the younger generation is being looked after, we feel that the elderly, like us, have been overlooked. While we have the wonderful streamside walks, we have no parks as such for the elderly especially on the level.

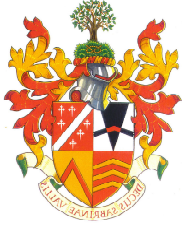
We found that in lockdown there was nowhere for us and many others to go and sit in a nice garden area. We have often thought that Oakleaze green or similar would be an ideal place to go and sit with some seats (with backs on please) and flower borders.

What about a bandstand where our own Thornbury Town Band and other forms of entertainment could come at weekends for us to see and hear.

With so much land now being given over to new housing developments - could we have a slice please ?

Your comments would be appreciated.

Thankyou



THORNBURY TOWN COUNCIL

Officer Briefing for Open Spaces Committee on 13.09.22

COMPLAINT OF ANTI-SOCIAL BEHAVIOUR ON OAKLEAZE GREEN

The email below has been received from a resident of Elmdale Crescent:-

From: XXX

Sent: 01 September 2022 11:40

To: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>

Subject: [External] Drugs on Oakleaze Road Green

Morning Wendy,

We have an increasing issue with gathering's, rubbish and drug taking in the corner of the Oakleaze Road Green where the gardens of Elmdale Crescent back onto the green.

Ourselves and neighbours are continually experiencing the smell of the cannabis which is intrusive to our wellbeing and we are unable to enjoy our gardens and as a result and we are having to close our windows.

XXX at XXX Elmdale Crescent is very concerned about the situation as her garden backs directly onto the green and XXX at XXX Elmdale Crescent has had his wall pushed over and bottles and cans thrown into his garden.

An incident has been raised with the Police last Thursday 25th August and we have been advised to contact Thornbury Town Council to enquire if measures could be put in place to help deter the problem.

As you will be aware one of the large trees has been felled in that corner which the stump is now being used as a seat and is directly in line with where XXX's wall has been pushed over. Therefore, it would be appreciated if this could be completely removed and grassed over and maybe prickly shrubs planted to round the corner off?

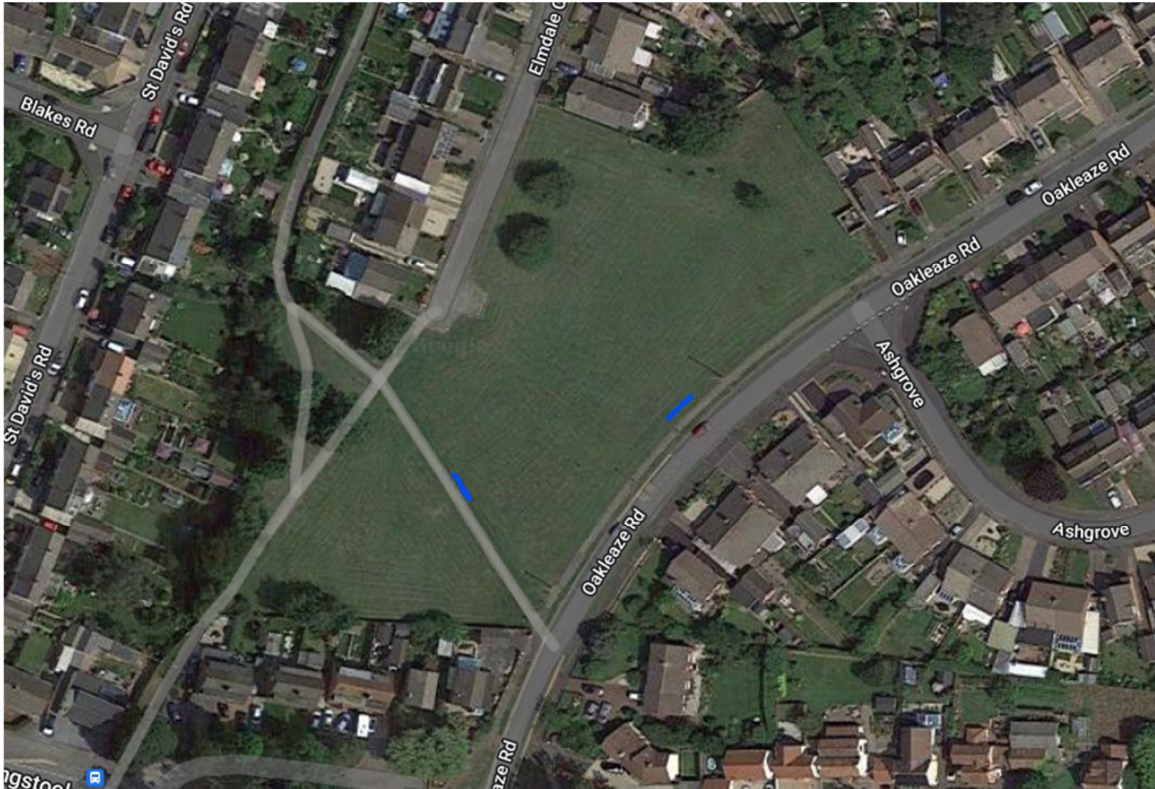
It would be appreciated if this could be implemented as soon as possible and thank you for your support.

Parish and town councils have a duty to consider the impact of all their functions and decisions on crime and disorder in their local area, under Section 17 of the Crime and Disorder Act 1998. There have been reports of anti-social behaviour in this area, on and off, over many years.

At the same time, there are an increasing number of young people in the area and the Town Council should also give due regard to their needs. Particularly following the Covid 'lockdown years', it is positive that young people want to spend time outdoors meeting with friends. It is suggested that the Town Council may wish to consider providing alternative seating located more appropriately so as not to cause issues for local residents.

Options for consideration:-

- The tree stump could be removed/reduced to ground level
- Prickly shrubs could be planted in that corner. A carefully chosen shrub, such as Pyracantha, would also benefit local nature as it would provide habitat, and food (blossom and berries).
- Provide a bench at an appropriate alternative location on the Green, further away from residential housing (possible locations indicated below)



Wendy Sydenham
Deputy Town Clerk
07.09.22

Request to hold part of the Fun Palaces event on Saturday 1 October 2022 on Mundy Playing Feilds

From: Verity Britton <Verity.Britton@southglos.gov.uk>
Sent: 28 July 2022 14:23
To: Kath MacConnachie <clerk@thornburytowncouncil.gov.uk>
Subject: [External] Thornbury Community Event

Good afternoon,

I hope you are well.

I wanted to get in touch with you about a community event which South Glos Council are supporting JIGSAW Thornbury to run. It is called 'Fun Palaces' and is due to take place on Saturday 1 October. The idea behind the event is that it is a free event where the community comes together to share skills.

We had our first planning meeting on Tuesday, and it was suggested that a good location to host outdoor sports opportunities would be the Mundy Playing Fields. How do JIGSAW seek permission to use this space for the event?

In addition, I had wondered if the Town Council would like to get involved in this event?

Please do let me know if this is of interest to you.

Kind regards,

Verity Britton

Regeneration Engagement Manager
South Gloucestershire Council
verity.britton@southglos.gov.uk
01454 863684

From: Hattie Clayton
Sent: 28 July 2022 16:53
To: Verity Britton <Verity.Britton@southglos.gov.uk>; 'clerk@thornburytowncouncil.gov.uk' <clerk@thornburytowncouncil.gov.uk>
Cc: thornburyfunpalaces@jigsawthornbury.org.uk
Subject: RE: Thornbury Community Event

- Visit the event on 1st Oct and get to know your community by taking part in fun activities and workshops.
- Be a Fun Palace Maker - Lead an activity or workshop at the event to share your skills, passions, and interest with your community.
- Join the co-production team - Get involved in planning the event and helping to bring everything together ready for the big day.
- Be a host place - Open up your space for the community and host some Fun Palace activities.

Our event page is now set up and more details will be added as we progress the planning, link below:
[Fun Palace - Fun Palaces](#)

We have also set up an event email address, which I have copied in so that if anything comes up and I am unavailable, then one of the team will be able to respond.

Best wishes,
Hattie

Hattie Clayton

Interim CEO

JIGSAW Thornbury

Telephone Number: 01454 567508

Website: www.jigsawthornbury.org.uk

Supporting families with children and young people with any additional needs.



Registered Charity Number: 1172953

Thornbury Lawn Tennis Club Courts 5-6 Improvement Programme

Overview

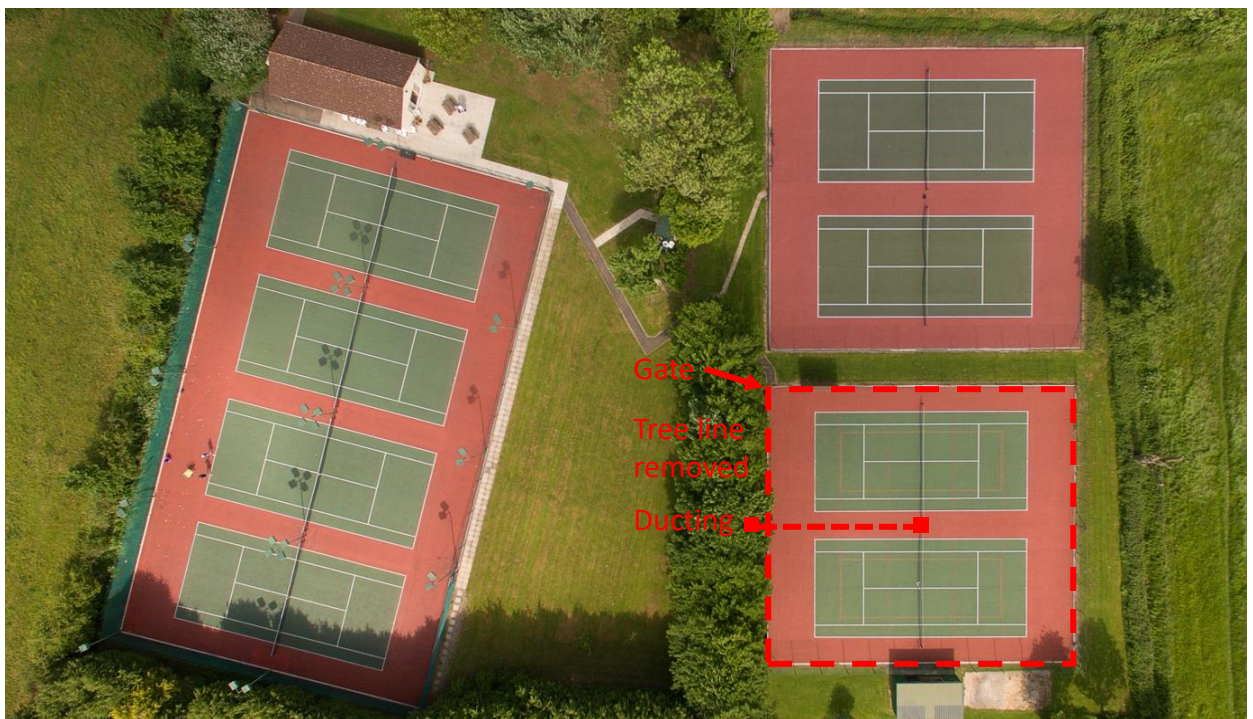
The block of two courts have a macadam surface which is in good condition and were last resurfaced in 2012.

The overall dimensions of the four-court playing surface is 30.85m x 34.5m (1064m²).

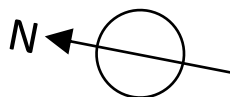
There are currently no floodlights on these courts.

Ducting has been provided from the centre point of the surface (between the two central net posts) to just outside the mid-point of the northern fence.

The chain-link fencing is 2.75m high and is in very good condition. A practice wall is located at the side of court 6. This has recently been renovated. This will potentially constrain the location of one of the floodlight columns.



Aerial view of Thornbury Tennis Facilities. Courts 5-6 on bottom right of image.



Court 5-6 Lighting

The switch gear for the lighting on Courts 1-4 is located in a cupboard in the clubhouse. Switch gear for Courts 5-6 should ideally be located within the same cabinet. This clubhouse is approximately 50m from the edge of Courts 5-6.

The intention is to provide LED lighting to increase the available playing time on these two courts. The lighting levels should meet the LTA recommended illumination levels (500 Lux maintained at 0.7 uniformity). All lighting columns, light heads and exterior electrical enclosures shall be painted in RAL 6005 to match fences, etc. on site.

The outer floodlighting columns may be located either just outside the perimeter fence or on the edge of the court surface, providing the specified illumination levels are met.

It is assumed that any central floodlighting column would utilise the pre-installed ducting.

In addition to the floodlighting, some courtesy lighting will be needed to illuminate the path leading from the clubhouse to the court gate (north-east corner).

It is envisaged that an armoured underground cable will be installed connecting between the clubhouse and a new external cabinet located between Courts 5-6 & Courts 7-8.

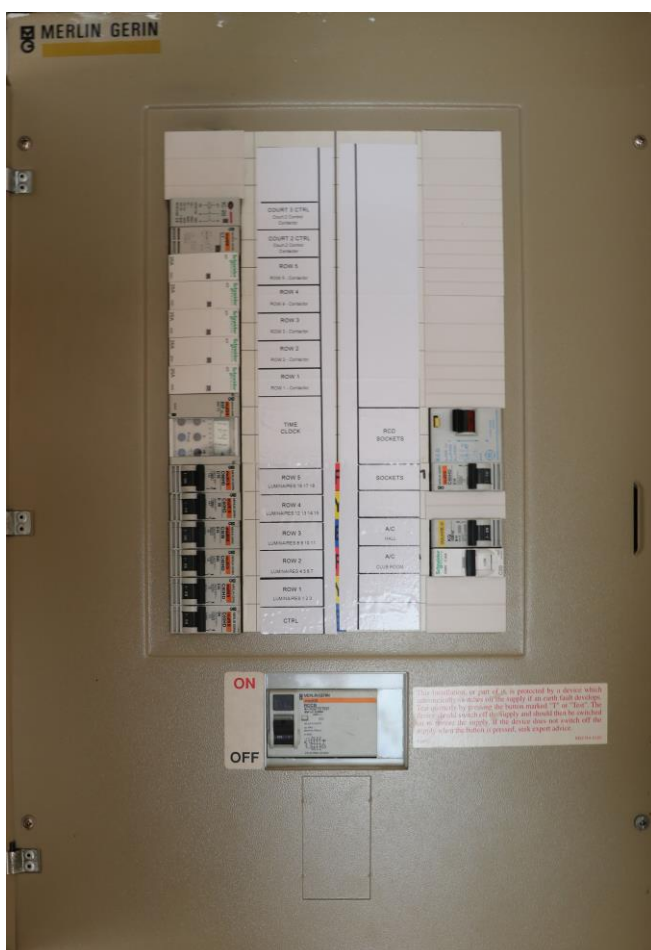
Sufficient spare capacity should be provided within the new underground cable and external electrical cabinet for powering LED floodlights on Courts 7-8 and LTA recommended Access Gates. Furthermore, the floodlights shall be controllable via the LTA recommended system, Clubspark, once Access gates have been installed.

Planning Permission will be required. However, this should not be a problem:-

- Planning Permission was granted in 2021 for the existing floodlights to be upgraded to 6.5m tall LEDs on adjacent courts.
- Recently the adjacent football club has had 6 floodlighting columns installed, each 15m high.
- The nearest residential property is 140m from the nearest part of the courts.



Aerial view of Thornbury Tennis Facilities.



Electrical Panel, located in Clubhouse.

*Brian Jordan
Thornbury Lawn Tennis Club
September 2021*

PROGRESS OF TREE WORKS IDENTIFIED IN TREE SURVEY OF SUMMER 2021
PROGRESS MONITORED BY OPEN SPACES COMMITTEE

Priority 1 – urgent works – no urgent works identified in tree survey

Priority 2 – high risk – mitigate the identified problem as soon as the work schedule allows (within reason/but not urgent or dangerous)

Priority 3 – moderate risk – retain and monitor the tree and/or mitigate the identified problem as necessary

Priority 4 – low risk – carry out works as identified when possible or monitor

Location	Tree No	Species	Comments/Works	Priority	Progress
Chantry Field	T7	Norway maple	Dead tree - Remove	2	COMPLETE
Chantry Field	T12	Lime	Bark included union at 1m. No natural braces present. Large stem has failed in upper canopy due to included union - Crown reduced by 3m and remove failed limb. Install Cobra brace at 2/3 of the height of the included stems, using the Cobra standard system	2	COMPLETE
Chantry Field	T23	Pine	Top 4m has died - Remove	2	COMPLETE
Chantry Field	T38	Ash	Stage 2 ash dieback present - Remove	2	COMPLETE
Chantry Field	T40	Lime	Dense ivy obscuring union - Sever ivy and reinspect in spring 2022 -	2	COMPLETE
Chantry Field	T46	Field maple	In decline - Ensure adequate watering program in adhered to especially in drought conditions	2	COMPLETE
Chantry Field	T49	Poplar	Moderate deadwood over road side - Remove deadwood	2	COMPLETE

Location	Tree No	Species	Comments/Works	Priority	Progress
Kington Lane Cemetery	T3	Purple beech	Bark inclusion at 2m. Crack is propagating on the west side and has travelled 0.5m below base of union. The union has clearly opened up by 7mm. Some natural braces currently present but insufficient <ul style="list-style-type: none"> - Crown reduce to a final height of 8m and install a cable brace at 1/3 clear stem height to manufacturers recommended installation methods. 	2	COMPLETE
Kington Lane Cemetery	T10	Laburnum	Dead tree <ul style="list-style-type: none"> - Remove 	2	COMPLETE
Kington Lane Cemetery	T29	Rowan	Dead tree <ul style="list-style-type: none"> - Remove 	2	COMPLETE
Kington Lane Cemetery	T34	Horse chestnut	Suppressed by neighbouring ash. Rooting area overburdened with spoil. This can be damaging to the tree causing compaction and inhibiting water and nutrient uptake <ul style="list-style-type: none"> - Remove spoil from base of trees 	2	COMPLETE
Kington Lane Cemetery	T47	Snake bark maple	Bark necrosis at base at full circumference up to 1m. Healthy upper crown. Expect decline <ul style="list-style-type: none"> - Remove 	2	COMPLETE
Kington Lane Cemetery	T50	Whitebeam	Dieback over hedge side resulting in major deadwood over neighbouring property. Most is emanating from the central stem <ul style="list-style-type: none"> - Remove deadwood over neighbouring property 	2	COMPLETE
Kington Lane Cemetery	G8	Rowan x3	One dead tree nearest road <ul style="list-style-type: none"> - Fell dead tree 	2	COMPLETE
Land adjacent to Grace Lodge	T7	Cherry	<ul style="list-style-type: none"> - Remove stake, tie and guard 	2	COMPLETE
Oakleaze Green	T10	Red oak	<ul style="list-style-type: none"> - Remove stake, tie and guard 	2	COMPLETE
Tilting Road Park	T7	Rowan	Dead tree <ul style="list-style-type: none"> - Remove 	2	COMPLETE

Location	Tree No	Species	Comments/Works	Priority	Progress
Chantry Field	T1	Hawthorn	Dead tree - Remove	3	COMPLETE
Chantry Field	T4	Willow	3 stems from 0.5m. Branch overhanging low over perimeter wall - Remove branch over wall back to parent stem	3	COMPLETE
Chantry Field	T10	Lime	Bark included union at 0.5m. No natural braces present - Install Cobra brace at 2/3 of the height of the included stems, using the Cobra standard system	3	COMPLETE
Chantry Field	T11	Ash	Some minor deadwood. Stage 1 ash dieback present - Remove	3	COMPLETE
Chantry Field	T15	Horse chestnut	Strip of dysfunctional wood from base to 2m, with cracking bark continuing for a further 4m on western trunk - Reduced height of western trunk to 5m back to a suitable growth point	3	COMPLETE
Chantry Field	T17	Walnut	Bifurcated at base. Included bark union. Minimal natural braces. - Inspect after storm events. If inclusion appears to be widening seek arboricultural advice	3	COMPLETE
Chantry Field	T24	Leyland cypress	Large central stems recently failed removing a quarter of the crown and exposing remaining canopy to easterly winds - Remove	3	COMPLETE
Chantry Field	T29	Beech	- - Remove and replace	3	COMPLETE
Chantry Field	T34	Austrian Pine	Bifurcates at 8m. Bark inclusion at this point - Install Cobra brace at 2/3 of the height of the included stems, using the Cobra standard system	3	Awaiting parts for bracing – issue with supply – hopefully complete within weeks
Chantry Field	T53	Robinia	Bark included union at 2m. No natural braces present. - Install Cobra brace at 2/3 of the height of the included stems, using the Cobra standard system	3	COMPLETE

Location	Tree No	Species	Comments/Works	Priority	Progress
Kington Lane Cemetery	T32	Oak	Sparse crown with elongated limbs - Reinspect in September 2021. If still sparse consider removal and replacement	3	COMPLETE
Kington Lane cemetery	T33	Ash	Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
Kington Lane Cemetery	T36	Horse chestnut	Signs of bleeding canker at 3m. Bacterial wetwood also visible at the same point - Monitor for bark death at 3m. If noted seek arboricultural advice with a view to removal	3	COMPLETE
Kington Lane Cemetery	T42	Horse chestnut	Bark included at 1.5m. Natural braces absent - Install Cobra brace at 2/3 of the height of the included stems, using the Cobra standard system	3	COMPLETE
Kington Lane Cemetery	T43	Cherry	Bacteria canker present at 1.5m. Wound wood forming to compensate - Monitor for health of crown over late spring and early summer. If sparse seek advice with a view to removal	3	COMPLETE
Kington Lane Cemetery	T44	Cherry	Dead tree - Remove	3	COMPLETE
Kington Lane Cemetery	T45	Ash	Pollarded to 1.5m with 8m of regrowth. Ash dieback present	3	COMPLETE
Land adjacent to 1 Ashgrove	T4	Norway maple' crimson king'	Canopy within 0.5m of 1 Ashgrove - Prune away from property to leave 2m clearance	3	COMPLETE
MPF and Poulterbrook	G2	Ash x2	Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	T2	Ash	Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE

Location	Tree No	Species	Comments/Works	Priority	Progress
MPF and Poulterbrook	G5	Silver birch x2, Field maple x2, oak, hazel, dogwood	In top corner of playing field. Some tree removal and vandalism since previous survey. Oak tree has failed to flush on field side of canopy - Reinspect oak in September 2021	3	DONE – AWAIT NEXT INSPECTION IN 2023/2024
MPF and Poulterbrook	T11	Ash	Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	T14	Ash	Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	G6	Goat willow x15, ash x3, hawthorn, salix spp	Group of trees growing along watercourse. Ash dieback present - Monolith ash to 4m, coronet cut and retain for habitat	3	REASSESSED/DECISION MADE TO LEAVE UNTIL NEXT SURVEY
MPF and Poulterbrook	G10	Hawthorn, ash, field maple	Hawthorn hedge with occasional ash and field maple standards. Ash dieback present - Monolith ash to the east and west of the group to 4m, coronet cut and retain for habitat. Fell remaining smaller ash in centre of group	3	COMPLETE
MPF and Poulterbrook	T15	Ash	Twin stemmed from base. Stems wrap around each other. Large wound where lower limb has been removed. Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	G11	Hawthorn, ash, field maple, hazel	Either side of watercourse. Ash dieback present. - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	G12	Ash x3, field maple x3, holly	Hedgerow trees. Ash dieback present. - Monolith to 4m, coronet cut and retain for habitat	3	REASSESSED/DECISION MADE TO LEAVE UNTIL NEXT SURVEY

Location	Tree No	Species	Comments/Works	Priority	Progress
MPF and Poulterbrook	T19	Ash	Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	T30	Ash	Twin stemmed from base. Poor pruning in form of bush cuts. Half of canopy has been removed. Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	G14	Ash, cherry, poplar, field maple, walnut, hawthorn x2	On grassed area outside tennis club house. Ash dieback present - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
MPF and Poulterbrook	G15	Blackthorn, goat willow, buddleia, viburnum tinus	3 small dead stems in group - Remove dead trees	3	COMPLETE
MPF and Poulterbrook	G18	Ash, willow x6, alder x3, poplar x3	Either side of watercourse. Ash dieback present. - Monolith to 4m, coronet cut and retain for habitat	3	COMPLETE
Oakleaze Green	T3	Ash	No signs of ash dieback at time of inspection. - Re-assess in June 2022 for signs of ash dieback	3	COMPLETE
Oakleaze Green	T11	Ash	Stage 1-2 ash dieback present - Remove and replace	3	COMPLETE
Tilting Road Park	T3	Silver maple	Twin stems with significant bark inclusion. Absence of natural braces. - Install Cobra brace at 2/3 of the height of the included stems, using the Cobra standard system	3	COMPLETE
Tilting Road Park	T4	Bird Cherry	2 large limbs removed. Decay on main stem where 2 branches were rubbing. Wound wood forming. - Reduced height of western limb to 4-5m to lessen strain on union.	3	COMPLETE

Location	Tree No	Species	Comments/Works	Priority	Progress
Chantry Field	G2	Stags horn sumach, elder, ash, hawthorn, beech	Group of trees lining Clare Walk. Sumach to the south of the group has been barked with dead limbs on roadside. Risk of harm is low but aesthetically it would benefit from removing dead branches <ul style="list-style-type: none"> - Remove dead limbs on roadside of sumach to the south of the group 	4	COMPLETE
Kington Lane Cemetery	T35	Peach	Very sparse canopy. Dedicated tree <ul style="list-style-type: none"> - Inform the owner. Remove and replace. 	4	TIDIED UP – REMOVAL CAN BE DEFERRED – NEED TO INFORM OWNER THAT WILL BE REMOVED AT SOME POINT.
Kington Lane Cemetery	G6	Cherry x3, rowan, mountain ash, alder, elm	Dead elm at east side of group <ul style="list-style-type: none"> - Remove dead elm 	4	COMPLETE
MPF and Poulterbrook	T10	Walnut	Minor strimming damage at base <ul style="list-style-type: none"> - Leave 0.5m radius clear when mowing/trimming 	4	COMPLETE
MPF and Poulterbrook	T25	Ash	Reassess in June 2022 for signs of ash dieback. If noted then remove	4	COMPLETE

ADDITIONAL WORKS

Kington Lane Cemetery, T49, Willow – removal recommended by tree surgeon as constantly overgrowing on to car park and in poor condition
£80 quoted/agreed on 11.01.22 – noted at OS Committee on 18.01.22

Three trees damaged/blown over in MPF during storms – removal/making safe being carried out by tree surgeon
£1000 quoted/agreed on 22.02.22 (by Chair of OS and Chair of F&P) – noted at OS Committee on 15.03.22 (will most likely come from reserves)

Additional tree damaged in MPF during storms – removal being carried out by tree surgeon
£180 quoted/agreed on 25.02.22 – noted at OS Committee on 15.03.22

Storm damage to tree on Chantry Field – limbs removed by tree surgeon
£80 quoted/agreed on 13.05.22 – to be noted at OS Committee on 12.07.22

Crown lift tree at St Marys Churchyard (T3) + prune Laurel hedge at Thornbury Cemetery
£650 quotes/agreed on 16.09.22 – to be noted at OS Committee on 27.09.22

Proposed Works to Cemetery Gates/Barriers

1. Main Gate into Car Park

The existing gates were installed in the 1970s and were gifted to the Town Council. They have dropped on their hinges and can no longer be closed or locked.

Their condition is currently fair, and they are anticipated to still have a reasonable lifespan but would benefit from preservation works to make them last longer. We have been advised that they could be shot blasted, repaired, galvanised and powder coated, and refixed to the stone pillars by manufacturing a new hinge plate so that they can be closed.



2. Barrier at End of Footpath

The kissing gate that was in place at the end of the footpath (that runs alongside the car park and onto Kington Lane) had been vandalised and was removed some time ago. Something needs to be put in its place to slow users down before they come out straight onto the road. The kissing gate was relatively inaccessible and instead it is proposed to install a small barrier railing at the exit point which would close off some of the entrance, slowing people down whilst still being accessible around the edge

