

DIOCESAN ADVISORY COMMITTEE

SCHEDULE OF DOCUMENTS

1. **Background** (Magnolia tree.docx)
2. **Specification and quote** (DB1167-QuoteSchedule-4723 (1).pdf)
3. **Specification and quote** (DB1167-QuoteLetter-4723 (1).pdf)
4. **Specification and quote** (DB1167-Terms and Conditions of Business v5 - Eden Tree Specialists__ Ltd.pdf)
5. **Plan** (Magnolia Tree Location.pdf)
6. **Photo** (IMG_3167.jpg)
7. **Photo** (IMG_3165.jpg)
8. **Photo** (IMG_3872.jpg)

TO THE CHANCELLOR OF
THE DIOCESE OF ST ALBANS

14/08/2023

VIEWED by the St Albans Diocesan
Advisory Committee

A Magnolia tree was planted some years ago adjacent to the church building. This was in memory of a past member of the congregation. The tree is fairly fast growing and has caused some concern. Namely the number of times it requires pruning to try and keep it in check, especially to prevent squirrels using it to access the roof of the church. The squirrels nibble the lead coverings and regularly set off the roof alarm, which is a nuisance to the local residents. The tree also blocks off light into the church especially where the stained glass windows would benefit from this light. We are also concerned that eventually the tree roots may affect the foundations of the building.



01234 960796

info@edentreespecialists.co.uk

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Jane Webb
41, Highbury Grove,
Clapham,
Bedfordshire
MK41 6DS

Date Sent: 15/06/2023

Quote information

Account No: 2207

Quote No: 4723

Surveyor: 00 Samuel Dudley

Site Ref No: 8260

Order No:

Quotation

Site Address Thomas A Beckett church, Clapham Parish , Green Lane, Clapham, Beds , MK41 6ER

Item No	Item	Work Description	Value	Vat	Total
1	Magnolia	Remove and grind the remaining stump to a minimum depth of 150 mm below ground level, the arisings produced will be used to back fill the holes created. Waste to be removed	£250.00	£50.00	£300.00
2	Survey	Conduct a tree condition survey with mapping, written report and any recommendations.	£400.00	£80.00	£480.00



Registered Office: 40 Kimbolton Road, Bedford, MK40 2NR

Companies House Number: 10441870 | VAT Registration No: 256468767



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Jane Webb
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MK41 6DS

Date Sent: 14/06/2023

Quote information

Account No:	2207
Quote No:	4723
Surveyor:	00 Samuel Dudley
Site Ref No:	8260
Order No:	

Dear Jane Webb

Site Address: Thomas A Beckett church, Clapham Parish, Green Lane, Clapham, Beds , MK41 6ER

We are pleased to provide you with our quotation for the required work.

Please see the attached quotation, testimonials, insurances and terms of business.

Eden Tree Specialists Ltd are ARB Approved Contractors and we have attached an information leaflet by The Arboricultural Association on how to choose your tree surgeon, we hope this may be of use to you.

We work to industry standard BS3998:2010 for quality and workmanship and have full Public Liability and Employees Liability Insurance. Our work is carried out by a team of highly trained and NPTC qualified tree surgeons, so you have peace of mind for every job we carry out.

We comply with ISO9001:2015 for Quality Management, ISO14001:2015 for Environmental Management and ISO45001:2018 for Health and Safety Management.

Upon acceptance of our quotation, we shall check for the presence of legislative protection (Tree Preservation Orders, Conservation Areas etc.). If required, we would be happy to submit the application on your behalf.

If you have any questions or you would like to accept the quotation, please either email or call using the contact details below.

Kind regards,

Samuel Dudley TechArborA
Eden Tree Specialists Ltd
info@edentreespecialists.co.uk



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Guide to Working with Eden Tree Specialists Ltd

We are very keen to provide a quality service and a high level of customer satisfaction. Please take a few minutes to read the information below as this forms the terms and conditions of our contract.

Standard of work: All work shall be completed in line with BS 3998:2010 (Tree work – Recommendations) where appropriate unless instructed otherwise by the customer. We shall undertake the work in a competent manner in compliance to the specification and price contained in our quotation.

Acceptance of the contract and programming of the work: When you accept the quotation we will start the work planning process which may include dealing with permissions from the Local Authority. We will advise you of the estimated completion date for your work. All customers are entitled to a 14 day cooling off period following acceptance of the quotation and after this period, in the event of a cancellation at short notice, we may charge a percentage of the quotation to cover any preparatory work already undertaken and any costs already incurred. Amendments to the contract must be made in writing.

Complaints procedure: In the unlikely event that you have any cause for complaint please contact the office within 7 days and we will endeavour to correct the situation in a timely manner. Please be reassured that as a TrustMark registered company we offer an alternative dispute resolution (ADR) service to our customers. www.trustmark.org.uk/if-things-go-wrong/

When do I pay? When the job is completed, the team leader will ask you to sign the job sheet to confirm your satisfaction. Please only sign this when you are satisfied that all items are completed. Please raise any queries with the team leader or the office before signing the job off. The office will invoice 'signed off' jobs within 7 days. All contracts and instructions are accepted on the basis of payment of full invoice price within 7 days of the date of invoice. Where applicable, value added tax (VAT) shall be charged at the current rate. Eden Tree Specialists Ltd shall be entitled to charge interest in line with the Late Payments of Commercial Debts (Interest) Act 1998 at 8% over base rate on all amounts that remain unpaid after the agreed payment date.

Disposal of waste; do you take everything away? Most customers these days require removal of all arising waste material from site and this will normally be specified in the quotation. Woodchips make useful garden mulch and we are increasingly finding clients requesting that the chips are left for their own use. Timber may also be left for firewood but it is not normally left in sizes 'ready for the fire' unless specified in the quotation.

Stump grinding: If we have quoted for stump grinding as well we will carry this out on the day of the felling unless otherwise specified. Stump grindings will be used to backfill the resulting hole as they decompose rapidly. The chippings can be removed from site, but this would incur an additional cost. We will grind the main stump and any large lateral roots in the main area of the stump. We will not chase every root back from the stump unless by prior costed arrangement with the customer. If in the process of stump grinding, we uncover buried asbestos waste, material suspected to be buried asbestos waste or other hazardous material, we will cease the excavation immediately. The customer

agrees to settle the invoice in full in line with our payment terms on the basis that we shall complete the operation once a specialist contractor has cleared the material. The customer will meet the costs of the clearance of the hazardous material.

Will my neighbours be affected? Sometimes it is necessary to have access to a neighbouring property, particularly when branches overhang. It would be very helpful if you could inform them of your intention to carry out work and the date on which it will take place.

Do I need to protect my walls or lawns? Whilst our staff will operate with care and diligence often our work entails the carrying of large amount of material over lawns and past features. Please make sure that vulnerable surfaces (such as white walls) are adequately protected (builder's polythene is a good method) and that fragile objects are moved (such as pots etc.). Our staff will be more than happy to move heavier objects for elderly or disabled clients. Lawns tend to recover rapidly but very wet weather can give rise to muddy conditions. We are able to provide boards to protect the lawn. However, this is not a standard procedure and may incur an additional cost. If in doubt, please discuss with our office.

Crown Reduction: This operation reduces the overall size of the crown. To avoid ambiguity, the specified end result will be stated either as the tree-height and branch-spread which are to remain, or the average equivalent in branch length (in metres). End results shall be specified for individual branches if the growth pattern of the tree creates a need for this, or where clearance from a specific object is required

Crown Thinning: In crown thinning, an even density of foliage is removed to create a well-spaced and balanced branch structure which could, if required, provide an adequate framework for a possible future crown reduction. If the objective is to lessen the overall loading on a defective branch or stem, crown reduction and reshaping should be chosen in preference to crown thinning. The percentage of the leaf-bearing twig structure to be removed in crown thinning should be kept to the minimum required to achieve the objective and in any case should not exceed 30%. The percentage shall be stated in the work specification. Material shall be removed systematically from throughout the tree rather than from the inner crown only. Cutting branches back to the main stem will generally be avoided, although structurally weak or hazardous branches shall be removed if there is no alternative.

What time will the team arrive? Most jobs are completed efficiently and on time. However, occasionally a job will over-run or the weather will prevent us from working to time. The earliest time the team will arrive would be between 8.30am and 9.00am. However, in the case of smaller contracts, we are not able to estimate an arrival time until late afternoon of the previous day and can only then advise either am or pm arrival. We will of course make every effort to please clients who particularly require a morning or afternoon visit.

Do I need permission? The trees within this contract specification may be in a Conservation Area or be subject to a Tree Preservation Order. Upon acceptance of our quotation, we shall check for the presence of legislative protection. We would be happy to make an application on your behalf but would advise that a charge may be made for this service but no additional charges shall be applied to this work without first seeking your acceptance. Investigation of Private Covenants shall be the

responsibility of the Owner and no liability shall attach to Eden Specialists Ltd for a breach any such Covenant.

Do you replace trees/shrubs that die? We endeavour to obtain good quality plants that comply to BS3936 (Nursery Stock – Specification for Trees and Shrubs) which are handled with care and planted to industry standard. It is important however that you look after your new plantings and ensure that they are regularly watered and maintained. Trees and shrubs that fail due to circumstances beyond our control shall not be replaced. Please ask our staff for guidance on how to look after new trees if in doubt.

Do I need to treat the stump after felling? The majority of conifers will cease to grow following felling and will decay naturally. Some deciduous species will send up shoots. We try to avoid the use of chemicals but on request will apply a single treatment to manufacturer's specification. Further treatments (if required) will attract additional cost. Alternatively, we can provide advice on products that can be bought from garden centres that can be used to treat stumps to prevent re-growth. No guarantee can be given as to the efficiency of a pesticide after application, due to conditions beyond our control.

Underground and overhead services: Although every reasonable effort shall be made to locate the presence of underground services, unless a plan showing the exact location of underground pipes, wires or cables has been forwarded to us by the Owner of the land or his agent prior to the formation of the Contract; we shall be under no liability for any damage caused as a result of work performed under the Contract to such pipes, wires or cables, or for any damage to property resulting there from, and the Owner of the land or his agent shall be solely liable for any such damage. Any charge for the removal of power lines or telephone cables shall be the responsibility of the Owner, unless otherwise agreed in writing with us.

Measurements: All measurements mentioned in any correspondence are approximate.

Insurance: All work carried out by us shall be covered by Public Liability Insurance.

General: Completion dates shall be contingent upon weather conditions.

One month after the submission of the quotation, we reserve the right to withdraw and re-price work, unless otherwise agreed in writing on acceptance of instructions from the Owner.

Quotations for felling are based upon the assumption of trees being free from metal, stone, or other hidden obstructions. In the event of a tree being impossible to fell in the normal way, we reserve the right to re-quote accordingly.

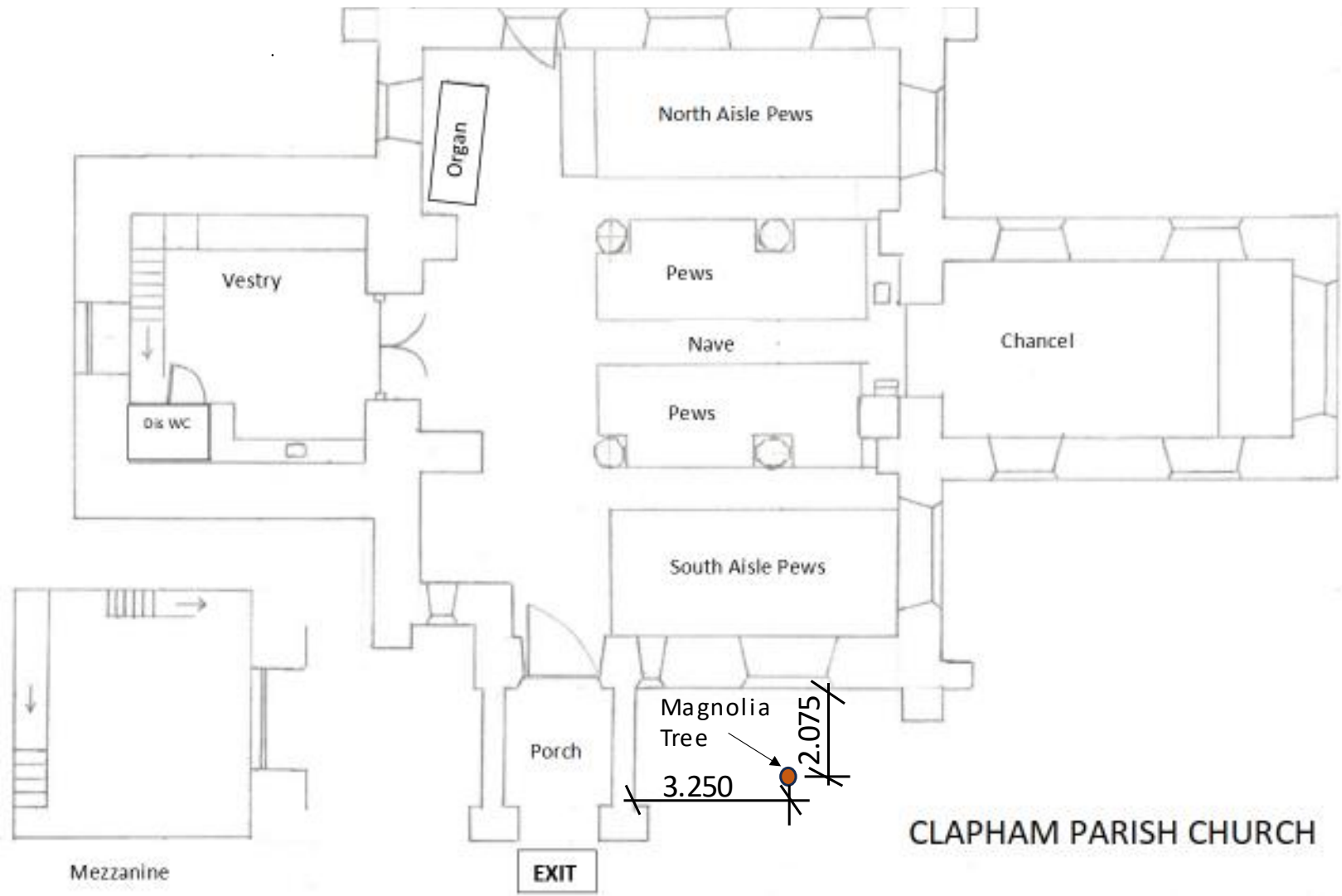
The Contract price is based on the site conditions existing at the time of the preparation of the estimate remaining unchanged.

Eden Tree Specialists Ltd shall not be liable in damages or otherwise because of non-performance of a Contract arising on account of adverse weather conditions, strikes, lock-outs and civil commotion;

or lack of adequately skilled labour due to causes beyond our control. Further, we retain the right in such circumstances to cancel the Contract in whole or in part.

Eden Tree Specialists Ltd reserves the right to cancel the contract at any time and for any reason and shall not be liable for any penalties or costs. Reasons for cancellation may be diary error, IT error, client error, third party error, changes in circumstances, misunderstanding, unreasonable or antisocial behaviour of the customer.

Customer Information and Data Protection: Please be reassured that we only use your personal information for the purposes of completing your work. Our IT systems are secure, and we don't share your details with anyone unnecessarily. We would share your details with the Local Authority if we need to make an application for permission to undertake the work and whilst it is unlikely, in certain circumstances work might need a licence from the Forestry Commission. Please refer to our customer privacy notice for full details.



CLAPHAM PARISH CHURCH





