



Dear Councillors Bracegirdle, Buxton, Callingham, Elson, Fairbairn, Forde, Hall, Marshall, Moore, and Sellars,

You are summoned to attend the next meeting of the **Amenities Committee** to be held on **Wednesday 12th June 2024, commencing at 7pm**. This meeting will be held in the large hall of Balderton Village Centre, Coronation Street, Balderton, NG24 3BD

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting (public open forum). As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken.

Marion Fox Goddard, Balderton Parish Clerk, Thursday 6th June 2024

AGENDA

41. To receive declarations of any intentions to record the meeting.
42. To receive apologies for absence.
43. To receive declarations of interest.
44. To elect a Chair and Vice Chair for the Amenities Committee.
45. Public Open Forum (20 minutes) - **Balderton Parish Council is committed to community engagement and therefore warmly invites members of public to contribute during this part of the meeting.**
46. To approve the minutes of the Amenities Committee meeting held on April 10th, 2024.
47. To note the clerk's report.
48. To receive an update on the new allotment agreement.
49. To receive an update regarding Coronation Street Playing Field drainage investigations and decide how to proceed.
50. To receive an update on the replacement of the Millenium clock at Lidl.
51. Trees
 - a. To note the clerk's update (item 47 – point 9) regarding the tree work required on parish council sites and discuss this.
 - b. To consider the draft Tree Management Policy for recommendation to full council.
 - c. To consider a quote for tree work needed before the Autumn.
52. To consider graffiti on cemetery wall and quote to remove this.
53. To consider litter issues around Balderton Lake.

54. Defibrillators

- a. To note that the defibrillator from outside Ghent House has gone missing and action being taken to find it.
- b. To receive an update on the defibrillator that has been decommissioned on the fences of Chuter Ede School.
- c. To consider the suggestion to install a defibrillator near Balderton Lake

55. To consider a request from Balderton bowls club regarding the border around the bowling area.

56. To note the following correspondence

- a. Email regarding whether to allow paddle boards on the lake.
- b. Email requesting for a picnic bench near behind Grebe Close to be moved.
- c. Emails regarding concerns over a camper van on Heron Way Car park.

Balderton Parish Council Amenities Committee

Minutes of meeting held on Wednesday 10th April 2024 at 7pm

Attendees:

Balderton Parish Councillors: Vanessa Bracegirdle, Jane Buxton, Karen Callingham, Mandie Elson (Chair), Roy Fairbairn, Simon Forde, Debbie Moore (Vice-chair) and Joy Sellars

Staff: Marion Fox Goddard (Parish Clerk), Jim Brown (Head Groundsman)

Additional Attendees: Helen Ellison – Senior Health Improvement Officer – N&SDC¹, Jenny Palmer – Community Development Officer - N&SDC (also a Balderton resident)

26. Declarations to record the meeting

The clerk recorded the meeting.

27. Apologies for absence

Apologies were received from Councillors Hall and Marshall.

28. Declarations of interest

Simon Forde – District Councillor.

29. Public Open Forum

Jenny gave positive feedback on Balderton Parish Council's newsletter.

30. Minutes of the Amenities Committee held on February 14th, 2024

The minutes were approved as an accurate record and Councillor Elson duly signed them.

31. Clerk's update²

The following report was noted.

	Item	Update
1	Millennium Clock	No further information regarding funding or whether permission has been sought. <i>Clerk clarified that members had taken this on to investigate. Clerk to send reminder to members involved.</i>
2	Fencing around Heron Way carpark	Work to replace this had been delayed due to rainfall and the holes being full of water <i>and Safer Streets 5 installations taking priority. We are aiming to get this done by the end of May. Weather permitting.</i> Hedging will be looked at in the Autumn.
3	Lake	Awaiting feedback from N&SDC on the covenant. Until this has been received, obtaining quotes for legal work have been put on hold. <i>Clerk will bring update to full council.</i>
4	Allotments	All vacant allotments have been let. HI-AB waste removal completed. <i>Waste storage bays have been installed.</i>
5	Safer Streets	Youth Pod installed with a temporary base – wood chips. This will be replaced with concrete once the field is dry enough to take a concrete lorry. Bin installed next to pod. Centrally controlled CCTV is in place on the dance school. CCTV at Balderton Village Centre has been upgraded. Lockable lifebuoys (3) and lifelines (3) for around

¹ N&SDC – Newark and Sherwood District Council

² Note: *Italics indicate where report has been updated (verbal during meeting) since agenda pack issued.*

	Item	Update
		Balderton Lake have been installed and are registered with the emergency service control rooms.
6	Church Wall	Survey on order. <i>Information has come to light about possibly only part of the churchyard being transferred to Balderton Parish Council. We need to investigate this.</i>
7	Memorial safety testing	See item 37
8	Village Centre	<i>LED lights and required electrical work will be done w/c 15/4/24.</i> Underground sewerage pump system has been fixed. New terms and conditions are being used.
9	Tree Survey	Completed. Grounds team are working through this to see which work they can do and what we will need to get quotes for.
10	Public Toilet (onside of dance school)	Vandalism – flooded. Disabled support ripped off wall – Bank Holiday 1/4/24. Reported to police. <i>Cllr Fairbairn suggested an item that can prevent flooding in future – details to be sent to the Clerk.</i>

32. Requests for more dog bins

The Amenities Committee unanimously agreed to not install more bins. This could be reviewed in 6-12 months if more requests are made.

33. Safer Streets 5 – location for final new bench at Balderton Lake

The committee agreed to locate this to the left of fishing peg 18 (6 for, 2 abstained).

34. Newark and Sherwood District Council's community planting project

Helen Ellison gave an overview of the project and detailed that N&SDC are looking for areas around Newark to expand this. Planters could be installed for the community to use to promote healthy eating and encourage community projects whilst tackling social isolation. Committee members appreciated the benefits of the project and 3 suggestions of where this could go in Balderton were made: Stafford Road Park, Southfield Park, on wasteland between the health centre and the Salvation Army building on Lowfield Lane. The planters at the end of Lansbury Road are going to be used for this project with a launch event taking place on 20 April, 10am – 1pm. Members were keen to be kept abreast of this project so Balderton Parish Council can share details with the local community. Cllr Fairbairn mentioned that he is working with Helen to arrange a trial of a 'crop drop scheme' at the allotments which is another project the Health Improvement team are looking to expand.

35. Coronation Street playing field update

The Head Groundsman reported that the puddles on the field have now gone; he is due to book the Vertidrain contractor to complete the work at the end of April/beginning of May (subject to the ground conditions being suitable); that the Environment Agency's ³ contractor is doing investigations/clearing out some of the drains in the village. The clerk shared that Via have asked a company to give N&SDC a quote for 4 days of work to desilt and take CCTV footage in the drains in the area. (The drains in question are the responsibility of N&SDC rather than Via). There was a suggestion that the link from the playing field drain to the N&SDC owned drains may have been severed but this is not clear.

The committee agreed to ask the Environment Agency for the findings of their work, contact N&SDC to see if N&SDC will be proceeding with the 4 days of desilting/CCTV. It was agreed that until feedback on these items had been received, the parish council would not

³ Environment Agency - EA

source a drainage expert regarding the playing field as the issues may be resolved by EA/N&SDC.

36. No Mow May

The Head Groundsman detailed the areas they normally don't grass cut in May (areas of the churchyard, tree area of the playing field, near Orchid Close at the Lakeside). The committee suggested leaving more of the area behind Mallard Green homes⁴; it was agreed to leave 20 yards from the trees, whilst cutting the remainder (towards the lake) so this can be used for games etc. The clerk will add a post to the Facebook page and an article on the website to let residents know.

37. Institute of Cemetery and Crematorium Management membership and memorials testing training

The committee unanimously agreed to become a member of the Institute of Cemetery and Crematorium Management and for two spaces on a memorial inspection workshop to be booked.

38. Bins at Lakeside Shopping Centre – Lidl

The committee agreed to site one bin at Mallard Green following establishing that there is already a large number of bins near the shops at the Lakeside Shopping Centre and the feedback from the company that manages the area.

39. Next Amenities meeting

The committee agreed to defer the next meeting until June 12th to use staff resources to deliver project work. Should there be any items that need a decision prior to June 12th, these will be taken to the monthly full council meeting.

40. Correspondence

- d. Hedgehog highways –The committee agreed not to purchase items but agreed it would be more appropriate to encourage residents to consider providing hedgehog highways on the council's Facebook page, bearing in mind the need to minimise expenditure where possible in the current economic climate.
- e. Request for signage regarding dogs – The committee decided not to take forward the suggestion of signs to ask people to be considerate of nervous dogs.

The meeting closed at 9pm.

⁴ Between back fences and lake.

	Item	Update
1	Millennium Clock	Cllr Hall has a contacted at Lidl who has said that they may contribute to the cost of the clock - see item 50
2	Fencing around Heron Way carpark	Work to replace this had been delayed due to rainfall and the holes being full of water <i>and Safer Streets 5 installations taking priority. We are aiming to get this done by the end of May. Weather permitting.</i> Hedging will be looked at in the Autumn.
3	Lake	Covenant – Clerk will bring a report to full council. See item 53 – Litter at the lake
4	Allotments	The old community allotment has been cleared and 2 quarter plots created. One has been let; the other has been offered. See 48 – Allotment agreement.
5	Safer Streets	Youth Pod concrete base has been laid. Feedback has been mainly positive about the pod however there was a small fire in the bin next to it since the last meeting. The police and N&SDC investigated this and N&SDC's antisocial behaviour team are regularly visiting the pod. The new CCTV system at Balderton Village Centre and the centrally controlled CCTV that N&SDC monitor (funded by SS5) are helping to tackle issues. The new bench at the lake (near peg 18) and the new bin on Mallard Green have been installed as agreed by the Amenities Committee in April. A planning application has been submitted to N&SDC for the lighting and CCTV column at Heron Way car park. The water safety day which had been planned for July 4 th has been postponed until September due to the general election
6	Church Wall	RIBA stage 4 report has been ordered following the receipt of the report which detailed the condition of the churchyard walls.
7	Memorial safety testing/Cemetery management.	Training has been booked for this month so tests can be done going forward. We will do some communications work around this to let visitors to the cemetery and St Giles know why the tests are necessary. We have joined the 37. Institute of Cemetery and Crematorium Management.
8	Village Centre	LED lights have been installed in the main building, changing rooms and workshop. Replacement heaters were not required so the funding for this was switched to upgrade lights in the workshop to LED. The police are investigating an incidence of dangerous driving in the car park one evening w/c 27/5/24. Ad hic bookings are picking up and we are in the process of setting up a large (4 afternoon/evenings per week regular booking).
9	Tree Survey	Extensive amount of work is required across our sites. Some trees need to be tackled as soon as possible. Some can wait and further quotes will be sought as the cost of the tree work is more than we budgeted for this financial year. We may be able to delay some of the work until future financial years based on the report we have received. I will be working on this in future months. See item 51c – quote for work required before the Autumn.
10	Public Toilet (onside of dance school)	Vandalism – flooded 30/5/24. N&SDC's Community Protection Officer has viewed the CCTV and is liaising with the police on this.
11	Dog bins	A resident has reported that the dog bin on London Road, near Highfields School has a damaged lid. We are sourcing a replacement and will get this replaced asap. The grounds staff are due to inspect all the bins in the parish.

Drainage Coronation Street Playing Field Update

Item 49

1. The Vertidrain work was completed on the field on May 1st.
2. In April, the Amenities' Committee agree to the following action:

'The committee agreed to ask the Environment Agency (EA) for the findings of their work, contact N&SDC to see if N&SDC will be proceeding with the 4 days of desilting/CCTV. It was agreed that until feedback on these items had been received, the parish council would not source a drainage expert regarding the playing field as the issues may be resolved by EA/N&SDC'.

3. The EA treated the enquiry as a Freedom of Information request and on April 23rd they responded:

'The Freedom of Information Act and Environmental Information Regulations state that a public authority must respond to requests for information within 20 working days.

'We are aware that some requests are not being responded to within these statutory deadlines, due to a high number of requests and low resource. We are working to clear backlogs as quickly as possible'

No further information has been forthcoming from them regarding our enquiry since April 23rd.

4. The following response has been received from Newark and Sherwood Council

From: REDACTED@newark-sherwooddc.gov.uk>

Sent: Tuesday, May 7, 2024 12:01 PM

To: Clerk - Balderton Parish Council <clerk@baldertonparishcouncil.gov.uk>

Cc: REDACTED

Subject: Flooding McCauley Drive, Balderton Playing field

OFFICIAL

Hi Marion,

I have been asked to pick up and respond to the questions and issues raised in relation to drainage for Balderton Playing Field. It appears that there is a lot of back and forth over the issue and differences of opinion and information.

The survey you mentioned that was undertaken a year ago, recommended works to be undertaken on the drain. This has been completed with a CCTV survey and the drain is flowing free. There is no indication that the field drains into this drain. We have also reviewed our records and cannot see any reference to any drainage from the playing field connecting into this drain. REDACTED has met with IDB, the field is in their maintenance area, and they are not aware of drainage from the field.

As the drain I question has been in place for some time there is inevitably comments around its current condition and future suitability. Whilst I do not believe the drain is in such a state as to be require immediate action to be taken, I do not believe that it is a suitable option for additional connections to be added to it in order to prevent any damage or to compromise the drains stability. You may be aware that the length of the drain is quite long and that it runs under peoples gardens and therefore we need to determine the most suitable option for its future.

I would suggest that Balderton Parish Council consider seeking the services of a drainage engineer to look at what measure may assist in the issues you are having at the playing fields to determine a suitable solution.

Kind regards

REDACTED Newark and Sherwood District Council

5. Following the latest email from N&SDC, members of the Amenities Committee are asked to consider whether we should seek quotes from drainage engineers as previously agreed or defer this decision until the Environment Agency have come back or refer this back to full council.

Balderton Parish Council Tree Management Policy

For consideration on June 26th, 2024

(Second draft – Item 15 has been updated following the Personnel and Policy Committee’s consideration of this draft policy)

Introduction

Trees are a highly valued feature of the parish of Balderton; they make an enormous contribution to the character and beauty of our landscape and create /maintain environments rich in biodiversity. Balderton Parish Council values its trees and recognises both the human and environmental benefits of having a healthy and sustainable tree population.

We also recognise that although trees are a positive feature, they can be the cause of a range of problems, from being a nuisance or inconvenience to potentially causing serious injury or even death. As a tree owner we have a direct responsibility for ensuring our trees do not pose a danger to the public or property and are managed appropriately. This policy sets out Balderton Parish Council’s approach to tree management.

We aim to inspect our tree stock at an appropriate frequency, depending upon number of pedestrians, vehicles and other targets either passing beneath or within falling distance of the tree, to ensure continued public safety. Following inspection, the trees will be assigned a risk classification which will inform their prioritisation for maintenance works.

Policy scope

This policy applies to all trees under Balderton Parish Council ownership/management, regardless of their location.

Set out below is an overview of responsibility for tree related issues which are not specifically managed by Balderton Parish Council.

Newark and Sherwood District Council (NSDC) administer Tree Preservation Orders, Conservation Areas, Hedgerow Regulations, and planning applications relating to trees. The [NSDC website](#) also has guidance on how to deal with dangerous trees in private ownership (email: customerservices@newark-sherwooddc.gov.uk . Telephone no. 01636 650000).

Trees growing on land which forms part of the adopted highway are the responsibility of the Highways Authority, Nottinghamshire County Council. (Telephone no. 0300 500 8080 Website: <https://www.nottinghamshire.gov.uk/>).

Tree owners are directed to the Arboricultural Association’s list of approved contractors and consultants (<https://www.trees.org.uk/>).

Although we believe this policy to be as comprehensive as possible, we acknowledge it does not cover every situation. Balderton Parish Council reserves the right to exercise discretion in application of this policy when to do so would be in the best interests of the Council and its residents.

The importance of trees in the urban and rural landscape

Trees are important features in the landscape. They help to create an attractive environment, making the Parish a better place to live, work, study, and visit. They bring colour and contrast, give privacy and soften the hard lines of

streets and landscapes. Not only do trees have a visual quality, but they also enhance the environment in less obvious ways:

- they improve air quality by filtering airborne dust, smoke, and fumes;
- they absorb traffic noise in built-up areas and can help limit noise pollution;
- they reduce temperature extremes by providing shelter in hot weather and insulation in cold weather; trees adjacent to buildings can reduce air conditioning and heating costs;
- they act as a screen, increasing privacy in residential roads and gardens;
- they convert carbon dioxide to oxygen, increasing the quality of the air locally and helping to reduce the 'greenhouse effect';
- they provide food and habitat for birds and other wildlife, thus supporting nature conservation value and biodiversity;
- research has shown that trees provide many psychological and health benefits and have been shown to reduce stress significantly.

Trees on Balderton Parish Council owned/managed land

The Council has discretionary power to provide and maintain trees on open spaces and amenity land under the Open Space Act 1906. As such we have a responsibility to maintain trees within our ownership/management to ensure they are in a safe condition and not causing an unreasonable danger or actionable nuisance. All enquiries regarding trees on Balderton Parish Council land should be directed to the Council by email:

office@baldertonparishcouncil.gov.uk phone: 01636 703626 or via our website:

www.baldertonparishcouncil.gov.uk

Inspection of trees

4.1.1 Informal observations – undertaken by people with good local knowledge and familiarity with local trees who are not tree specialists. Informal inspections are on-going, a part of daily life.

4.1.2 Formal observations – the inspection is not incidental to other activities, ground level checks to identify immediate instability, uprooting or other structural failure. Undertaken by people without tree related qualifications but do have a general knowledge of trees and the ability to recognise normal and abnormal appearance and growth for example fractured branches, rocking root plate. Frequency is determined by prioritising by risk, the decision is the judgement of Parish Council staff applying sensible reasonable behaviour. Appendix 1 contains details of how often formal observations will be carried out.

4.1.3 Detailed inspection – should be applied to individual, high value trees with high-priority concern in well-used areas. Carried out by a competent specialist and usually applied to trees valued for their heritage, amenity or habitat and those suspected of posing a high level of risk. Appendix 2 contains details of regularity of tree inspections in areas that the Parish Council owns.

Tree maintenance

Our tree maintenance work will be conducted because of information gathered during pro-active tree inspections. However, reactionary tree maintenance will always form a key element of overall tree maintenance operations and normally originates from the following:

- programmed and routine inspections by a qualified tree inspector/consultant.
- ad-hoc inspections by the grounds staff following enquiries, reports, and service requests;

- reports from residents;
- enquires from County, District and Parish Councillors;
- reports from utility companies;
- cyclic maintenance;
- emergency works (e.g., resulting from high winds).

The following categories will be used when prioritising tree works:

Priority	Response
Priority 1: Urgent Public Safety	From within 24 hours to one week depending upon the risk
Priority 2: Non-urgent but essential work	Between 1 to 6 months depending upon risk and time of year
Priority 3: Desirable	12 months where possible
Non-priority	No action proposed

A tree could warrant immediate attention if, for example:

- it has snapped or blown over;
- it is rocking (roots are damaged);
- it is uprooted but held up by another tree or building;
- a large branch has broken off or is hanging off the tree;
- it or its branch is blocking the road or footpath;
- it or its branch is blocking access to property;
- it has fallen on to a structure, such as a building or car.

A tree may be a risk to people or property but does not require immediate attention if: for example,

- it is dead;
- it is dying (few leaves in summer or dieback in the crown);
- its bark is loose and falling off;
- mushrooms or fungi are growing on or near the tree;
- old splits and cracks are in the trunk or large branches;
- smaller branches or twigs are falling from the tree.

Trees will be made safe via pruning or felling, and we would use the most cost-effective approach. However, for certain high value trees we would consider other options to reduce the risk to an acceptable level. This would

include options to reduce the likelihood of the tree failing or the likelihood of persons being close to the tree if it did fail.

Publicising tree felling / pruning

Where works are minor such as pruning (including repeat cyclical pruning of trees) or involve removing trees that are less than 15 cm diameter (6 inches) at a height of 1.3 metres, we will not publicise the works.

Where works are more impacting, for example, felling larger trees, carrying out works to a veteran tree or a tree with a Tree Protection Order (TPO), we will erect an informative site notice on or very close to the affected tree. If more than one tree at the same location is affected it may be more appropriate to erect a site notice including a map / schedule.

Where a competent officer has determined that the tree should be felled on public safety grounds there will be no public consultation and no right of objection.

Dealing with tree care

To ensure that requests for works to trees are dealt with efficiently, consistently, and fairly, our policy in relation to the more common types of requests is outlined below.

Obstructing / Overhanging Tree Branches

Tree branches can cause obstructions to public footpaths, roadways / signs, streetlights, and open spaces. Appropriate pruning to eliminate hazards caused by obstructive branches will normally be acceptable, providing efforts are made to retain the shape of the tree.

We will undertake work to trees in Council ownership / management to maintain a minimum 5 metres clearance over roads and 2.4 metres over formal footpaths.

We will not prune trees that overhang neighbouring properties unless the trees are dangerous or causing an actionable nuisance (i.e., touching the walls, roofs, windows, gutters, garage etc). This will ensure that damage to property such as aerials, tiles or gutters is avoided.

Adjacent Landowners do have a common law right to prune back tree branches to their boundary, providing that this would not lead to tree death and providing that the tree in question is not protected by a Tree Preservation Order (TPO) or situated within a Conservation Area.

Shading and Loss of Light

Trees are often perceived to block light to nearby properties. However, pruning or removal of trees will often have a negligible impact on the amount of light reaching a house or garden. Therefore, tree works to improve light levels will not normally be considered.

Where elderly, infirm, or disabled persons who spend a significant amount of time within their home are affected by loss of light, or it can be established that the presence of trees is detrimental to the health of such residents, further consideration will be given to the management approach to trees. This consideration will also take into account the quality and importance of the tree in question, as well as the benefits to the wider community.

Loss of View

Trees will only be pruned or removed to restore views when necessary to retain important public viewpoints or there is potential to bring about significant public benefit and/or enhance the local landscape or townscape. Historical records may be used to determine the level of management required. Pruning of trees for highway sight-line requirements will be dealt with on a case-by-case basis.

Trees affecting reception (Television / Satellite / Solar Panels)

Pruning in the short term may help improve television reception. However, in the long term the flush of quick, extra growth associated with pruning can exacerbate the problem. In most cases the problem can be resolved by relocating the aerial or satellite dish, or alternatively using a booster. Residents are advised to contact their satellite or TV provider for specialist advice. Removal or pruning of trees to enable a clear television reception would only be considered in exceptional circumstances.

Similarly, we will not prune or fell a tree in our ownership / management to improve natural light to a solar panel. Whilst we recognise the need for renewable energy sources, trees are also important in tackling climate change.

Overhead Cables / Telephone Wires

Utility companies have certain legal rights to carry out works to public or privately owned trees to address health and safety problems and to maintain a clearance between trees and their apparatus to ensure continuity of supply. This may sometimes involve the loss of trees. Where works to trees are necessary as a result of proximity or conflict, we will encourage utility operators to adopt the most appropriate long-term solution, giving consideration to tree health, local tree cover and visual amenity.

Problems caused by branches interfering with privately owned telephone wires can usually be eliminated through appropriate pruning and tree removal would not usually be considered.

We will not prune or fell a tree in our ownership / management to prevent or reduce interference with telephone wires. We would recommend contacting the telephone service provider in such circumstances.

General / Minor Nuisances

We will not fell or prune trees solely to alleviate problems caused by natural and/or seasonal phenomena, which are largely outside of our control. There are a variety of potential nuisances associated with trees, most of which are minor or seasonal and considered to be normal and acceptable consequences of living near trees. Examples of such problems are:

- falling leaves, sap, blossom, fruit, nuts, bird, and insect droppings;
- insects associated with trees (spiders, wasps, flies etc);
- reduction or increase of moisture to gardens;
- suckers or germinating seedlings in gardens;
- leaves falling into gutters, drains or onto flat roofs;
- the build-up of algae on fences, paths, or other structures.

Clearing of leaves from gutters and pathways and weeding of set seeds are considered to be normal routine seasonal maintenance which property owners are expected to carry out.

Falling leaves, sap, blossom, fruit, nuts, bird, and insect droppings are not readily controllable by pruning and cleaning of affected surfaces can be considered to be routine maintenance. Pruning will not normally be considered solely as a way of alleviating problems with these issues alone.

We normally prune Yew trees under our management at St Giles Churchyard that overhang pathways as they are poisonous.

Where it is known that unsupervised young children are likely to be exposed to berries or foliage that will make them ill if eaten, we will investigate and take action, where appropriate.

Trees considered too big / too tall

We will not prune or fell a tree under council ownership / management because it is considered to be 'too big' or 'too tall' for its surroundings. Trees grow adaptively to support themselves in relation to their surroundings and the typical loads they can be expected to experience. Trying to contain trees to a specific size is only a suitable management regime for certain species in specific circumstances (i.e., pollarding).

This process is initiated 'soon after (a) tree is established' and 'larger trees should not normally be treated in this way' (BS3998: 2010 Tree work – Recommendations). 'Crown reduction' can also be used to allow the retention of an important tree with structural defects, trees which cause an obstruction or trees which are likely to cause structural damage to property which would otherwise need to be removed. In all other situations, reducing the size of a trees crown is not considered appropriate.

Personal Medical Complaint

We will normally not prune or fell a tree under our ownership/management where a request has been made to do so because of a personal medical complaint. However, where it can be established that the presence of a tree is causing a detriment to the health of residents further consideration will be given to the management approach of trees.

Ivy

Ivy (*Hedera helix*) is a native species which provides important habitat to a wide range of wildlife, especially as an important source of food and cover for birds. Ivy often grows on tree stems and branches and can restrict the full structural assessment of a tree. It is rarely a significant threat to healthy trees.

Ivy will be severed at the base of relevant trees where it restricts the full assessment of parts where a significant defect is suspected, or where ivy growth is so prolific it increases the sail area or affects the growth of the inner crown of a tree to an unacceptable level.

Once severed, ivy will be left in situ to die back. This will reduce the impact of any loss of cover/habitat to local biodiversity and will help prevent sun damage to newly exposed parts of the tree.

Damage and tree roots

Many tree conflicts arise because of the presence of tree roots and the perception that they are causing damage. Where damage is alleged, each complaint will be investigated on an individual basis. The following guidance will be used in assessing levels of nuisance and identifying appropriate action.

Root invasion in gardens; tree roots in gardens are a natural occurrence and root presence is unlikely to be affected by tree pruning or removal. Landowners do have a common law right to prune back tree roots to their boundary, providing that this would not lead to tree death and providing that the tree in question is not protected by a Tree Preservation Order (TPO) or situated within a Conservation Area.

Most species of deciduous tree will re-sprout from the stump when cut down. Many species will produce a new growth shoot from a root if it becomes exposed to sunlight through ground erosion. Some species readily produce shoots from their buried roots as a way to regenerate and this is often stimulated by stresses, such as heavy pruning or felling. Numerous tree species (including Cherry and Poplar) are therefore likely to produce vigorous root suckers as a response to being felled. Poisoning a stump to prevent such suckering is not always successful since application of herbicide onto a stump face often only affects the stump and the upper roots.

Tree felling or branch pruning in response to root invasion in gardens would not normally be appropriate, as such works are likely to worsen existing problems. The pure encroachment of roots into adjoining land is not considered to amount to actionable nuisance.

Damage to walls and fences

It is often possible to rebuild or repair garden walls and fences to take account of adjacent trees. This can be achieved in a number of ways (for example installing a section of railing or bridging foundations around the base of a tree). Therefore, where trees are considered to be causing damage to walls or fences, we will only consider tree removal if the walls or fence is irreplaceable and of exceptional importance e.g., a retaining wall or of historical interest, or if there is a risk to public health in leaving the tree which cannot otherwise be mitigated. If a damaged wall or fence was constructed after planting of the tree, it may mean that the design or construction has failed to take the presence of nearby trees into account.

Damage to paths

It is often possible to repair paths to take account of adjacent trees and tree roots. Where roots protrude they can be root pruned, or the path re-laid around the tree with flexible materials such as asphalt to provide a smooth surface. Where trees are considered to be causing damage to paths or footpaths, we will not normally consider tree removal except where there is a risk to public health which cannot otherwise be mitigated.

Damage to drains or water pipes

There is no evidence to suggest that the tree roots can actively penetrate an intact pipe or drain, but they can find their way into drains by any existing fault and increase damage. In these situations, the owner of the drain should seek to get the drain repaired at their own expense. Tree removal will not normally be considered.

Trip Hazards

We will make safe an unacceptable trip hazard in a street, road or highway which is caused by a tree in our ownership / management.

Installation of drop kerbs

We will consider felling or pruning the roots of a tree under our ownership / management to allow the installation of a drop kerb. Each case will be considered on an individual basis.

Protected trees

Tree Preservation Orders (TPOs)

A TPO is a legal document made, administered, and enforced by the local planning authority, to protect specified trees and woodlands with public amenity value.

A TPO prevents cutting down, uprooting, topping, lopping, wilful damage or destruction of trees (including cutting roots) without permission.

Balderton Parish Council recognises its responsibilities in regard to its trees that are protected by TPOs.

Other factors constraining work to trees

Birds

Under the Wildlife & Conservation Act 1981 (as amended) it is an offence to kill, injure or take wild birds, their young, their eggs or nests. Non-urgent major tree work involving tree removal / reduction and hedge cutting operations should not normally be undertaken during bird nesting / breeding season, which is considered to be from 1st March to 31st July.

Bats

Bats are a European Protected Species and are protected by the Conservation of Habitats and Species Regulations 2010 and the Wildlife & Countryside Act 1981 (as amended). Causing damage to a roosting / nesting site is a criminal offence which can lead to imprisonment. Trees displaying signs of roosting bats will be referred to an Ecologist before any work commences. Any trees supporting roosting bats will not be worked on until Natural England is consulted.

Restrictive Covenants

Occasionally, restrictive covenants attached to the deeds for a property may restrict what work can be undertaken to trees.

Vandalism and damage to Council owned/managed trees

Vandalism is an increasing pressure on trees. Usually, it is young newly planted trees that are damaged; however, mature trees are often damaged too. There are various ways in which vandalism can be counteracted, but none of these is 100% effective against determined attack.

The main methods of deterring vandals are to plant large numbers of very young trees, known as whips, or to plant larger robust trees depending on the site. Another method is to put guards or fencing around trees, but these have to be large enough and strong enough to offer real protection.

This latter approach tends to be the most expensive method and only appropriate in very high-profile positions. In the long run, increasing environmental awareness within schools and communities should help reduce vandalism. We will investigate any reports of vandalism / damage to trees in our ownership / management and try to repair any damage where we can.

Where possible, we will take legal action against the person(s) causing the damage.

Tree pruning techniques and who carries out the work

Balderton Parish Council will seek to ensure that tree works are carried out to the highest standards. In carrying out tree works, we and any third party working on trees over which we have a responsibility, will ensure that pruning conserves the overall amenity value, form and shape of the tree and all tree works must be carried out in accordance with British Standard 3998 – Recommendations for Tree Work. Particular pruning specifications may or may not be appropriate for trees of different ages, species, health and condition, or even between trees of the same species depending on their condition, age and environment. Clear and acceptable pruning objectives are necessary in advance of approval of a pruning specification.

Stump Grinding

Stump grinding is the practice of removing a tree stump to below ground level by mechanical means. We will carry out stump grinding where necessary to enable new trees to be planted or to remove a significant hazard. Where stump removal is not necessary tree stumps will be removed close to ground level so as not to leave a trip hazard.

Protection and Enforcement

Balderton Parish Council will adopt a robust approach to damage to its property. Where Balderton Parish Council trees are felled or damaged without prior consent the matter will be referred to the police. Civil action will be considered to recover compensation for the loss of the tree and/or any remedial works including replanting with a suitable replacement, and aftercare. Accepted tree valuation methods will be applied, where appropriate, to establish a monetary value of the tree/s. Officer time investigating damage may also be incorporated in any claim.

Balderton Parish Council will also consider the use of Tree Preservation Orders in conjunction with the Local Planning Authority (N&SDC) to increase the legal protection afforded to specific trees or woodlands which are considered to be under threat. Where damage is caused to a tree which is protected by a Tree Preservation Order, the Council will consider prosecution.

Tree Planting

The principle aim of new planting will be to maintain and increase tree cover within the parish and to achieve a robust and diverse tree population, well suited to the planting location and able to meet the challenges of a changing climate and pests and disease, whilst maximising amenity, biodiversity, and other tree related benefits.

All new tree planting will utilise high-quality, disease-free planting stock from reputable suppliers grown to British Standard 3936.

Planting will be undertaken following the principles set out in the British Standard 8545 (2014) Trees: From Nursery to Independence in the Landscape – Recommendations.

Balderton Parish Council recognises the contribution of native species to biodiversity and also to the character of the area, however this must be considered in tandem with the predicted impacts of climate change.

The ultimate aim will be a robust tree stock of varied age distribution and a wide range of appropriate species and genetic material.

Balderton Parish Council will explore options relating to the provenance of trees (both in terms of origin of seed and all parts of the growing process) and will look for opportunities to support those suppliers who grow high-quality,

disease-free trees which are likely to be suitable for the future. This will help to reduce risks associated with the importation of trees and soil which are a significant source of pests and disease which threaten UK trees.

Balderton Parish Council will investigate the potential to source trees which meet this criterion and will support and work with those suppliers who can help achieve this goal.

Trees will be selected which will be specifically suited to their location for the long term and will minimise future conflicts.

There will be an overriding bias towards the planting of larger species of tree which provide correspondingly greater benefits, however smaller species will be considered where appropriate, including the potential creation of community orchards where there is local support and suitable sites available.

Balderton Parish Council is committed to replanting trees following a tree removal. Wherever possible at least one replacement tree will be planted for each tree removed. Where, due to location or other issue this is not appropriate, Balderton Parish Council will seek to plant at least one tree on land which it manages in the vicinity, so the tree cover in the local area is not diminished.

Aftercare

Good aftercare for 2-3 years after planting is essential to ensure that the investment in trees is not wasted; this is particularly true for larger 'standard' trees. Aftercare of trees can be time consuming and expensive.

Balderton Parish Council will actively seek to involve the local community to help with watering and aftercare of newly planted trees (also giving them a vested interest in the future health of the tree). The Parish Council's in staff will undertake the required watering of the new planted trees; however, in certain circumstances a contractor will also be employed to water trees on a regular basis.

Balderton Parish Council will seek to plant tree stock, where possible, which has a lower aftercare requirement, increasing the cost effectiveness of planting schemes.

15. Managing Trees Sustainably

Arisings from Balderton Parish Council tree works⁵ will be used on our sites within the Parish. They are sometimes left on site as habitat however some of the arisings may be taken away from site and chipped and shredded⁶ to use them/dispose of them in an environmentally friendly way such as:

- Mulching around parish council site plants
- Adding them to the compost pile at our allotments.
- Creating natural pathways
- Creating new wildlife habitats.

When the work required on parish council owned trees requires a contractor to do the work; their methods for disposing of the arisings will be factored in when selecting a suitable contractor.

⁵ Work done by parish council staff.

⁶ Shredder demonstration pencilled in for July 10th or 11th

Appendix 1: Formal Observations

Formal observations will be made on the Council's tree's once a month and after storms. A record will be kept of the inspection but a record every tree inspected will not be kept. Records will include the date of the inspection, who carried out the inspection and details of trees requiring treatment and presenting a serious risk. Actions taken will be recorded.

Appendix 2: Schedule for Professional Tree Surveys

Regularity of surveys is largely dependent on the level of public usage, the high usage areas needing more monitoring than low use areas.

Area	Survey regularity	Last Survey Completed	Next Survey Due/Booked for
Balderton Lake	Annual	February 2024	
Broome Close	Every 3 years	February 2024	
Coronation Street Playing Field	Annual	February 2024	
Hawton Lane (adjacent to Catkin Way)	Every 5 years	February 2024	
Mallard Green	Every 3 years	February 2024	
Mount Road Cemetery	T1 (Bird Cherry) Annual Every 2 years	February 2024	
St Giles Churchyard	Annual	February 2024	

Graffiti – Balderton Cemetery Mount Road



From: @newark-sherwooddc.gov.uk>
Sent: Wednesday, May 15, 2024 9:45 AM
To: Clerk - Balderton Parish Council <clerk@baldertonparishcouncil.gov.uk>
Subject: RE: Graffiti on cemetery wall

OFFICIAL

Hi,

£75.00 plus VAT

You will need to give permission that waives us of damage to the wall.

Thanks,

REDACTED

Environmental Services

Newark and Sherwood District Council

Request from Balderton Bowls Club

1. Introduction

A letter (dated 2/6/24) has been received from the club Chairman regarding concerns climbing over the boards around the bowling green.

It asks what the implications are for the bowls club or the parish council if someone is injured.

It requests that the council consider installing a step or handrail to prevent an accident occurring thus absolving the parish council and the bowls club from blame in the event of an accident.

The Chairman and Secretary have been invited to join the meeting and talk to the Amenities Committee members during the public forum about this matter or send a note regarding the proposed solution in point 4.

2. Photographs of the green and an access point



Figure 1: Access point for the lawn mower that could be used to access the green without having to step over the board.



Figure 2: Access point shown in figure 1 closed

3. Proposed solution

- a. Balderton Parish Council need to ensure that the site is maintained to minimise risks to green users and visitors. This does not absolve the bowling club from potential liability. The council is reviewing its risk assessments now and insurance is in place in case that a claim was brought against the council.
- b. Balderton Bowls Club are liable for the care of their members and visitors and should have a risk assessment (RA) and insurance policy (IP) in place for this. The RA and insurance should be regularly reviewed to ensure all risks have been considered, mitigation measures in place and suitable insurance held.⁷
- c. Point 2 shows photos where some users of the green could access it without climbing over the boards. This could be used by users who are at risk tripping. Balderton Bowls Club could brief their members/visitors of the availability of this access point and provide cones/signage to prevent users tripping on the opened board and include this in their risk assessment.

⁷ It is recommended that we ask our service users for a copy of their risk assessments.

- d. The council could consider obtaining a quote for a similar opening at another corner of the green if the bowls club thinks this would be preferable. The headgrounds man would be able to bring a quote to a future meeting (likely to be autumn/winter due to currently being a peak time for grounds work and the current list of projects they are working on). Once the quote has been received whether to install this could be considered by the council and who covers the costs discussed with the bowls club.

4. Decision required

The committee is asked to consider whether the proposed solution would be suitable.

From:
Sent: Sunday, April 7, 2024 3:08 PM
To: Balderton Parish Council <office@baldertonparishcouncil.gov.uk>
Subject: Contact via HugoFox

Dear Parish,

You have received the following message from REDACTED

Hi, I have enquired previously about using a stand-up Paddle board on the lake and was told that this is prohibited at the moment. Now that we are on the way back around to the summer months, I wanted to ask what the reasons are for this and whether this is something that could be discussed at a future meeting. Many thanks REDACTED

Sent: Sunday, April 21, 2024 4:22 PM
To: Balderton Parish Council <office@baldertonparishcouncil.gov.uk>
Subject: Response to: Balderton Lake feedback form

Response to: Balderton Lake feedback form

Dear Balderton Parish Council,

You have received the following completed form from REDACTED

Name
REDACTED

Address
redacted

Email address
REDACTED

Where is the issue?

I have asked before that the picnic bench furthest from the heron way carpark be re located- this bench is tucked out of view and causes the most issues with groups and antisocial behaviours ie fire lighting frequent drug smoking which blows straight into our home behind that bench - reported issues several times - table in particular is the favoured bench due to its out of view position - I am asking please for it to be re located to a position further from housing and more in view of the newly to be installed cameras or another location in more public view elsewhere around the lake - as lovely the picnic benches are they cause so much trouble