



## HORLEY TOWN COUNCIL

The meeting of the Environment Sub-Committee will be held at the Albert Rooms (Edmonds Hall), 92 Albert Road, Horley RH6 7HZ  
on Tuesday, 6 September 2022, at 6.00 pm

### AGENDA

1. Apologies and Reasons for Absence.
2. Declarations of Interest.
3. Public Forum  
*Members of the public are invited to put questions or draw relevant matters to the Council's attention. Each speaker may address the committee once only, for a maximum of five minutes, concerning a business item on the agenda, at the discretion of the Chairman. If the number of speakers is likely to unreasonably delay the disposal of business to be transacted, the Chairman may direct that the individual submits a question or comment in writing which shall be answered in due course.*
4. To approve the minutes of the previous meeting held on 17 May 2022 and to note any updates.
5. **Works Perfect: Horley Commercial Hub Proposals** - To receive any updates and to agree the way forward.
6. **Tree Planting initiatives**
  - i) To receive an update from the RBBC Sustainability Officer and to agree the way forward through continued collaborative working with the Environment Sub-Committee.
  - ii) To receive a [briefing](#) from the SCC Environmental Officer with guidance to help identify suitable locations for planting trees for consideration by Surrey County Council together with aftercare.
  - iii) Proposed priority locations for tree planting in Horley – To agree a shortlist for submission to Surrey County Council for consideration.
  - iv) **The Woodland Trust** – To note information received on tree planting opportunities and process to be followed to apply for a free tree pack.
7. Environmental Survey - To revisit the [junior public survey](#) and to agree the way forward.
8. Future priorities – To agree the way forward.
9. Letters Received.
10. Any other business.
11. Date of next meeting.

# TREE PLANTING GUIDE

If you can answer **YES** to the following questions, then it is highly likely that your application will be accepted.

The UK government has committed to achieving net zero carbon emissions by 2050. Surrey County Council has committed to facilitate the planting of 1.2 million trees – one for every Surrey resident by 2030.

Any resident or organisation within Surrey can apply for trees to be planted outside their own property or on local areas of large highway verge, however permission must be granted.

**Before completing your application, use this guide to see whether your application is likely to be accepted.**

Is funding available to cover the cost of planting one or more trees? It is expected to be between £200 and £300 per tree when planted on a grass verge.

**Yes**

**No**

Are you able to provide details of a watering plan to ensure that the trees will be well maintained?



Are you able to provide a map or location plan showing where you intend the tree(s) to be planted?



Are there any adjacent properties not owned by yourself that could be impacted by trees being planted?



Have adjacent property owners been consulted about your proposal to plant trees and do you have evidence of their consent?



If you are using your own contractor, do you have £10 million public liability insurance in place?



If you are using your own contractor, do they have the Evidence of New Roads and Streetworks Act (NRSWA) qualification?



Is there a minimum of 1.1m width or more depending on the size (as measured from the kerb) to provide space for the tree to be planted?

**Yes**

**No**

Has a further 1.6m clear width been accounted for on the pavement to ensure pedestrians can pass safely?



Is the distance of the nearest street light column 5 metres or more away?



Are you certain that once the tree(s) mature there is no risk of reaching any overhead cables?



Is the proposed tree(s) aligned with the character of the localised street scene?



Are you certain that there are no underground pipes or cables nearby that might be impacted?



Are you certain that the tree(s) will not block sight lines at bends or junctions, or block the view of the traffic lights or signs?



Average cost  
£200 - £300 per tree

# Cost



Map/location plan



Adjacent Property  
Owner Consent



Check for  
overhead cables



5 metres +  
Distance to street light  
not less than 5m



Avoid underground  
pipes and cables



Avoid blocking sight  
lines of junctions, bends,  
lights and signs



1.6m clear  
Allow at least 1.6m  
for pedestrian to pass  
Allow at least 1.1m  
from the kerb

# Location



Watering Plan

Do you have one?  
Who will take care of the  
tree until it is established?

# After Care



Own contractor?

- £10m Public Liability Insurance required
- NRSWA Qualified

# Doing it yourself



## FAQs

More can be found here: <https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/frequently-asked-questions/>

### **Who can apply?**

Schools across the UK, plus nurseries, colleges, universities and outdoor learning centres  
All kinds of different groups such as resident associations, sports clubs, parish councils, scouts, guides and many more.

You don't need to belong to an official organisation. You could even set up a group for the purpose of planting, but you must be not-for-profit. The most important thing is that your group is willing to take on the planning, planting and care of the saplings.

### **What are the eligibility criteria?**

If you're applying as a school your trees should be planted on either the school grounds, land the school has arranged regular access to or in an area that is publicly accessible.

If you're applying as a community group, the land needs to be accessible to the public. You should also make sure your local community are aware of your plans to plant and are happy for you to go ahead.

The community involvement needs to be more than just being in sight of a public footpath or an annual open day. We are unlikely to award trees which will be planted on private land such as large gardens or paddocks, unless there is genuine public access.

However, there are other options if you are not eligible for this scheme. You can buy the tree packs, or take advantage of subsidised tree packs and projects such as our schemes for landowners and farmers.

### **Can we apply for more than one pack?**

You can request up to four separate tree packs as long as the total does not exceed 420 trees in each application cycle. If you have a small plot you may only need one small pack.

We have four different pack sizes: 15, 30, 105 and 420. If you would like 420 trees, please apply for the large pack – this is the most efficient way of supplying your trees.

There is no limit to the number of times you can participate in the scheme.

Please note our 15 sapling urban pack has been specially designed for planters with very limited space, therefore it is not available in conjunction with any other packs. If you select the urban pack you will not be eligible for any other packs.

If you order more than one pack, please be aware that they may be delivered at different times.

### **Do you supply tree guards to protect the saplings?**

All packs come with bamboo canes and 60cm spiral guards which protect the young trees from rabbits and other small mammals.

The spirals are stacked inside each other, so don't worry that we haven't sent enough!

If you need larger protection, for example to guard against deer, you can find it in our shop.

### **When will we know if our application is successful?**

We aim to let everyone know within approximately eight weeks of applying.

It is worth checking your junk and/or spam folders if you don't hear from us – sometimes filters inadvertently re-direct our good news!

# Woodland Trust Tree Planting

## Summary of 'free trees' initiative

More info: <https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/>

- 2 delivery periods per year, March & November
- These trees count towards following tree-planting projects:
  - The Queen's Green Canopy
  - The Big Climate Fightback
- Packs of 15, 30, 105, 420
- No limit on number of times you can participate in scheme, but only 20 trees in any one application cycle
- If applying as a community group, the land needs to be accessible to the public and the local community should be aware of, and support, your plans
- Must be genuine public access – community involvement needs to be more than just being in sight of a public footpath or an annual open day

To apply, you need to:

- Know the six digit grid reference for the land you wish to plant using the grid reference finder
- Have permission from the legal landowner
- Read through the short list of FAQs – these are attached separately

Tree Packs:

- Hedge
- Copse
- Wild harvest
- Year-round colour
- Working Wood
- Wild Wood
- Wildlife
- Urban Trees

# Free trees for schools and communities

We want to make sure everybody in the UK has the chance to plant a tree. So, we're giving away hundreds of thousands of trees to schools and communities. Together, we'll get millions more trees in the ground.

Hundreds of schools across the UK have planted free trees.  
Credit: Richard Faulks / WTML

The UK needs millions more trees to reach its 2050 carbon net-zero target. By digging in with us, you'll help bring us nearer this important goal.

Choose your pack(s) from the list below and fill out our application form. We have two delivery periods per year, one in March and one in November. We are currently taking applications for trees to be delivered in NOVEMBER 2022.

If you can't wait until then or your application is unsuccessful, you can [buy packs in our shop](#) all year round.

## PLANT TREES

### Tree pack FAQs

Got a question about our free tree packs? Take a look at our frequently asked questions.

## Help boost tree planting across the UK

As well as benefiting your school or local community, your free trees will count towards these incredible nationwide tree-planting projects.

- [The Queen's Green Canopy](#) marks The Platinum Jubilee of Elizabeth II. Everyone is invited to plant a tree, creating a network across the UK and a green legacy in honour of The Queen's service.
- [The Big Climate Fightback](#) is our initiative to get the UK involved in planting 50 million trees to help combat the climate crisis.

## Before you apply you'll need to:

- Know the six digit grid reference for the land you wish to plant using the [grid reference finder](#)
- Have permission from the legal landowner
- Read through our short list of [FAQs](#). They are packed full of important and useful information which will help your application.

It's also a good idea to contact your local council's tree enquiries team before you apply, as they may have important guidance for planting in your area.

## Tree packs



## Hedge

Make a natural screen or connect existing woodland to help wildlife stay on the move. You will get a variety of each species for 8 metres of full, easy to manage hedging.

For a longer length, our Wild Harvest, Year Round Colour, Wildlife, and Wild Wood packs also make great hedgerows and are available with 105 or 420 saplings.

- **Trees:** 30
- **Species:** dog rose, hawthorn, hazel, crab apple, dogwood
- **Size of land:** 6-8 metres of double-row hedging
- **Protection:** spiral guards and canes



## Copse

Plant a mini forest school classroom or a peaceful spot that's an oasis for birds. You will get 10 of each species for a small, tranquil copse.

- **Trees:** 30
- **Species:** silver birch, rowan, wild cherry
- **Size of land:** tennis court
- **Protection:** spiral guards and canes



## Wild harvest

Grow an array of fruits and nuts to produce your own jams, jellies, wines and more.

- **Trees:** 105 or 420
- **Species:** hazel, blackthorn, crab apple, elder, dog rose, rowan
- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge
- **Protection:** spiral guards and canes



## Year-round colour

Enjoy beautiful blossoms, bright berries and stunning autumn displays.

- **Trees:** 105 or 420
- **Species:** hawthorn, dogwood, wild cherry, silver birch, rowan, hazel



<https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/>

- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge
- **Protection:** spiral guards and canes



## Working wood

Fuel a log burner in 7-10 years, or channel your creativity and learn to carve or weave willow.

- **Trees:** 105 or 420
- **Species:** rowan, silver birch, wild cherry, common oak, grey willow
- **Size of land for 105 saplings:** 4x tennis courts
- **Size of land for 420 saplings:** football pitch
- **Protection:** spiral guards and canes



## Wild wood

These hardy native species can tolerate exposed sites and help dry up wet areas.

- **Trees:** 105 or 420
- **Species:** hazel, crab apple, downy birch, hawthorn, goat willow
- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge
- **Protection:** spiral guards and canes



## Wildlife

Establish food and shelter for wildlife and create a living legacy for future generations.

- **Trees:** 105 or 420
- **Species:** hawthorn, rowan, blackthorn, silver birch, hazel, common oak
- **Size of land for 105 saplings:** 4x tennis courts or 20-25 metres double-row hedge
- **Size of land for 420 saplings:** 1x football pitch or 85-100 metres double-row hedge
- **Protection:** spiral guards and canes



## Urban trees

Easy to manage, this pack is designed for residential areas with limited communal space. If no shared space is available, applications to split between neighbouring front gardens to green up your street are considered. Tree packs for private use can be found in our shop.

- **Trees:** 15 – a mix of three native species chosen to thrive in urban environments
- **Species:** crab apple, rowan, hazel
- **Protection:** spiral guards and canes

**Please note, species may vary from advertised.**

All the trees we supply are sourced and grown in the UK and Ireland.

<https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/>

# Request a free tree pack for your school or community

[Apply now](#)