SITE survey. APP

SITE SURVEY REPORT

Tree Protection Plan

Prepared for	Tillingbourne Homes Ltd
Date	1 Oct 2026
Site	Pewley Meadow, 6 homes, Guildford
Prepared by	J. Marsh

FORM

Tree Protection Plan

1. Plan details

Project	Pewley Meadow, 6 homes, Guildford: tree protection plan (completed example)
Site address	Land at Pewley Meadow, Guildford GU1
Developer or client	Tillingbourne Homes Ltd
Location (GPS)	51.2338, -0.5612
Plan date	1 Oct 2026
Prepared by	J. Marsh
Where is the site?	England
Local planning authority or city	Wey Valley Borough Council
Planning permission or permit reference	25/P/01544
Type of permission	Full planning permission
Condition number(s) on tree protection	Condition 7 (tree protection)
What the condition asks for	No development, including demolition and site clearance, until the tree protection shown on the approved tree protection plan is installed; protection to stay in place until all equipment and surplus materials have been removed; nothing stored, no fires and no change in levels within the fenced areas.
Project arboriculturist	S. Penhallow
Company	Holloway Tree Consultancy
Arboricultural report reference and date	Arboricultural impact assessment and method statement HTC-2541, June 2026
Tree protection plan drawing and revision	TPP-01 rev C
Plan status	Approved
Date approved	1 Oct 2026

This form records the tree protection plan on site and the checks against it. The root protection areas, fencing and ground protection come from the arboricultural report and its scaled tree protection plan drawing. The form does not replace that drawing, assess trees or discharge a planning condition.

BS 5837:2012. The UK standard is BS 5837:2012, Trees in relation to design, demolition and construction. As one council summarises it, the tree protection plan is a scale plan showing the buildings, all retained trees on and next to the site with their root protection areas and crown spreads, the protective fences or barriers and how they are built, where plant and materials are stored, drainage runs, roads, accesses and other features that may affect the trees (Malvern Hills District Council guidance on BS 5837).

England and Wales. When granting planning permission the local planning authority must make sure, whenever appropriate, that conditions provide for the preservation or planting of trees (Town and Country Planning Act 1990, section 197). In England, a temporary stop notice may be used for a breach of a planning condition requiring physical tree protection (GOV.UK planning practice guidance).

2. Trees and root protection areas

Areas with trees 1: North boundary, oaks T1 and T2

Area of the site	North boundary, oaks T1 and T2

Trees in this area 1: T1

Tree ID (tag number)	T1
Species	English oak
Status	Retained
Legal protection	Tree Preservation Order
Stems	Single stem
Stem diameter (mm)	820
Root protection area radius (m), from the report	9.8
Root protection area (m²), from the report	302
RPA shape on the plan	Circle
Retention category from the tree survey	A
Tree work agreed before construction	Crown lift to 5 m over the plot 1 garden, done 30 September under TPO consent.
Position (GPS)	51.2341, -0.5615

Photos of the tree and its protection



Trees in this area 2: T2

Tree ID (tag number)	T2
Species	English oak
Status	Retained
Legal protection	Tree Preservation Order
Stems	Single stem
Stem diameter (mm)	690
Root protection area radius (m), from the report	8.3
Root protection area (m²), from the report	216
RPA shape on the plan	Adjusted shape of equal area
Retention category from the tree survey	A
Tree work agreed before construction	None.
Position (GPS)	51.2340, -0.5609

Trees in this area 3: T3

Tree ID (tag number)	T3
Species	Holly
Status	To be removed
Legal protection	Not protected

Stems	Multi-stem
Retention category from the tree survey	C
Tree work agreed before construction	Fell to ground level for plot 2 access, shown on the approved plan.
Trees in this area	3
Retained trees here	2
Protective fencing specification	2 m welded mesh panels on a scaffold frame, braced on the inside, anti-tamper couplers, as detail 3 of TPP-01 rev C. Line follows the RPA edge of T1 and T2.
Length of fencing (m)	46
Date fencing installed	3 Oct 2026
Ground protection needed?	Yes
Ground protection specification and where	Scaffold access to plot 1 crosses the edge of T2's RPA: 150 mm woodchip on geotextile under scaffold boards, as the method statement.
No-dig or special construction areas?	Yes
No-dig areas and the method	Plot 1 path within the RPA of T1: cellular confinement on the existing ground, no excavation, arboriculturist to supervise.
Construction exclusion zone	All ground inside the fencing. No storage, parking, mixing, fires or digging.
Signs on the fencing?	Yes

Photos of the fencing and protection as installed



Areas with trees 2: Front, lime T4 (street tree)

Area of the site	Front, lime T4 (street tree)

Trees in this area 1: T4

Tree ID (tag number)	T4
Species	Common lime
Status	Retained: off site (neighbour or street)
Legal protection	Not protected
Stems	Single stem
Stem diameter (mm)	540
Root protection area radius (m), from the report	6.5
Root protection area (m²), from the report	133
RPA shape on the plan	Adjusted shape of equal area
Retention category from the tree survey	B
Tree work agreed before construction	None.
Trees in this area	1
Retained trees here	1
Protective fencing specification	2 m mesh panels on rubber feet, braced, along the back of the footway, as detail 3b of TPP-01 rev C.
Length of fencing (m)	14
Date fencing installed	3 Oct 2026
Ground protection needed?	No
No-dig or special construction areas?	No
Construction exclusion zone	Verge and footway side of the fencing.
Signs on the fencing?	Yes
Trees recorded	4
Retained trees	3
Trees with a Tree Preservation Order or in a conservation area	2
Protective fencing (m)	60

Root protection areas. Leeds City Council's guidance says RPAs are first plotted as a circle centred on the base of the stem, and where rooting is likely to be uneven, as a shape of the same area. Roots are damaged by crushing and compaction from vehicles and stored materials, excavation, spilled fuel, oil and chemicals, changes in ground level and new hard surfaces (Malvern Hills District Council).

Protected trees (England). A Tree Preservation Order prohibits cutting down, topping, lopping, uprooting, wilful damage or wilful destruction without the local planning authority's written consent, and cutting roots needs consent too in the Secretary of State's view. Consent is not needed for work that is necessary to implement a full planning permission, but it is if only outline permission has been granted or the permission has expired. Trees in a conservation area without an Order need a section 211 notice 6 weeks before work, unless an exception applies. Contravening an Order is an offence and may lead to a fine.

3. Site measures and supervision plan

Measures in the plan	Protective fencing before any demolition or site clearance, Ground protection on access routes, Site compound and storage outside root protection areas, Services and drains routed outside RPAs or laid trenchless, No-dig construction where agreed, Pre-start meeting with the arboriculturist, Fencing removed only at the end, with agreement
Compound and storage location	South-east corner, by the site entrance, outside all RPAs
Site access route	From Pewley Meadow lane, south of T4's fencing
Pre-start meeting date	2 Oct 2026
Date the arboriculturist checked the fencing	5 Oct 2026

Arboricultural supervision schedule 1: Fencing and ground protection sign-off

Task or stage	Fencing and ground protection sign-off
Who supervises	S. Penhallow
When	Before any site clearance

Arboricultural supervision schedule 2: Laying the no-dig path to plot 1 within T1's RPA

Task or stage	Laying the no-dig path to plot 1 within T1's RPA
Who supervises	S. Penhallow
When	During the work

Arboricultural supervision schedule 3: Removing the fencing at the end

Task or stage	Removing the fencing at the end
Who supervises	S. Penhallow
When	After landscaping, before handover

Site contact responsible for tree protection	J. Marsh, site manager
How site workers are told about the protection	Tree protection plan on the induction slides and on the cabin wall; fenced areas pointed out on the first walk-round.

4. Site checks

Site checks 1: 2026-10-06

Check date	6 Oct 2026
Checked by	J. Marsh
Type of check	Routine site check
Protective fencing in place, on the line shown on the plan	Acceptable
Fencing intact, joined and braced, not moved or opened	Acceptable
No storage of materials, spoil, plant or fuel inside root protection areas	Acceptable
No excavation, trenching or change in ground level inside root protection areas	Acceptable
No vehicles or plant driven or parked inside root protection areas	Acceptable
Ground protection in place and undamaged where needed	Acceptable
No fires, concrete washout or spills near trees	Acceptable
Signs on the fencing present and readable	Acceptable
No new damage to stems, branches or exposed roots	Acceptable
No-dig areas and supervised work done to the method statement	Not applicable
Trees or areas affected	All areas
Notes	First check after sign-off. All fencing as installed.
Result of this check	Protection in place as planned

Site checks 2: 2026-10-20

Check date	20 Oct 2026
Checked by	J. Marsh

Type of check	Routine site check
Protective fencing in place, on the line shown on the plan	Action needed
What needs doing, or why not checked	Fence line no longer on the line shown on TPP-01 at T2.
Fencing intact, joined and braced, not moved or opened	Action needed
What needs doing, or why not checked	Three panels by T2 moved about 2 m in towards the tree to widen the scaffold access to plot 1. Put back on the drawn line today and re-coupled.
No storage of materials, spoil, plant or fuel inside root protection areas	Action needed
What needs doing, or why not checked	Two pallets of blocks left on the woodchip inside T2's RPA. Move to the compound.
No excavation, trenching or change in ground level inside root protection areas	Acceptable
No vehicles or plant driven or parked inside root protection areas	Acceptable
Ground protection in place and undamaged where needed	Acceptable
No fires, concrete washout or spills near trees	Acceptable
Signs on the fencing present and readable	Acceptable
No new damage to stems, branches or exposed roots	Acceptable
No-dig areas and supervised work done to the method statement	Not applicable
Trees or areas affected	T2, north boundary

Photos



Notes	Scaffolders moved the panels on Friday. No digging seen; ground protection intact. Arboriculturist asked to visit.
Result of this check	Action needed
Checks recorded	2
Items needing action	3
Checks with something to fix	1

5. Arboricultural supervision visits

Supervision visits 1: 2026-10-05

Visit date	5 Oct 2026
Arboriculturist	S. Penhallow
Purpose	Fencing and ground protection sign-off
Trees covered	T1, T2, T4
Findings	Fencing on the drawn line, braced and coupled. Ground protection laid as specified.
Instructions given	Site clearance can start. Call before the plot 1 path is laid.
Next visit due	26 Oct 2026

Supervision visits 2: 2026-10-21

Visit date	21 Oct 2026

Arboriculturist	S. Penhallow
Purpose	After a breach
Trees covered	T2
Findings	Fencing reinstated on the drawn line. Pallets removed. Woodchip and boards intact; no sign of rutting or root damage.
Instructions given	Scaffold access stays on the boards. Any change to the fence line to be agreed with me first.
Next visit due	4 Nov 2026
Visits recorded	2

6. Result, actions and sign-off

Items still needing action	0
Result	No open items

Actions 1: Put the three panels at T2 back on the drawn fence line and re-couple.

Action	Put the three panels at T2 back on the drawn fence line and re-couple.
Priority	Urgent: same day
Who will do it	J. Marsh
Due by	20 Oct 2026
Status	Done, checked

Actions 2: Move the two pallets of blocks out of T2's RPA to the compound.

Action	Move the two pallets of blocks out of T2's RPA to the compound.
Priority	Urgent: same day
Who will do it	K. Doyle, groundworks foreman
Due by	20 Oct 2026
Status	Done, checked

Actions 3: Toolbox talk to the scaffold gang on the fenced areas; any change to the fence line goes through the site manager and arboriculturist.

Action	Toolbox talk to the scaffold gang on the fenced areas; any change to the fence line goes through the site manager and arboriculturist.

Priority	Within 2 days
Who will do it	J. Marsh
Due by	22 Oct 2026
Status	Done, checked
Actions still open	0
Decision	Protection in place as planned
Next check or re-inspection date	27 Oct 2026
Summary for the client	Protection installed and signed off on 5 October. On 20 October fencing at T2 had been moved about 2 m in for scaffold access and blocks stored inside the RPA; both put right the same day and checked by the arboriculturist on 21 October, with no damage seen.
Site manager name	J. Marsh
Site manager signature	
Project arboriculturist name	S. Penhallow
Project arboriculturist signature	