

WPC.EC.24.04.02 – Inspection of Parish Trees

Inspection of Parish Trees

To note that a Tri-annual inspection of the Parish Trees is due this summer.

The Council's financial regulations require that when entering into contracts for the supply of goods, materials or specialist services (other than those excepted under 11.1.a), the Clerk or RFO shall strive to obtain 3 estimates where the value is below £3,000.

Quotes were sought from seven companies based in East Anglia and responses received are listed below:

Acacia Tree Surgery	£550 plus VAT - Initial report year 1 & DN Walk around Years 2 & 3 £175 plus VAT - Interim Reports 2025 & 2026 (each year)
D M Tree and Landscape Contractors	£1175 plus VAT – initial report year 1 £675 plus VAT – Interim Reports 2025 & 2026 (each year)

The estimates are attached as Appendix A.

Recommendation:

To authorise the commissioning of a Survey of Parish Trees in 2024 and undertake two walk-round tree inspections in years 2 and 3 (2025 & 2026) at a cost of £550 plus VAT in 2024 and £175 plus VAT in each of years 2 and 3, to be carried out by Acacia Tree Surgery.

From: acaciatreesurg@aol.com
To: [Hilary Workman](#)
Subject: Re: Tri-annual Tree Survey
Date: 27 March 2024 09:28:07

Morning Hilary

Thank you for your email .

As long as the 2025 and 2026 surveys are informal walk round assessments, with only trees requiring attention being noted in a brief schedule rather than report, these inspections are included in the £550.00. If you require a survey each year, then it would be the £175.00 pa.

Hope this clarifies.

Kind regards, Karen

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Karen Cole
Office Manager

Acacia Tree Surgery Ltd
Tel. 01223 861698
<http://www.acaciatreesurgery.co.uk>

Tree Surgery, Surveys, Consultancy and Tree Care

Please help to protect the environment by only printing out this message if it is absolutely necessary.

On Wednesday, 27 March 2024 at 08:19:56 GMT, Hilary Workman
<parishclerk@wickhambrook.org.uk> wrote:

Hi Karen, can I just check, £550 plus VAT for inspection this year, are there any costs in years 2 and 3 as in a previous e-mail you mentioned £175 plus VAT for each interim visit?

Hilary Workman CiLCA
Clerk & RFO for Wickhambrook Parish Council

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Tel: 07508 039810
E-mail: parishclerk@wickhambrook.org.uk

From: [DM Tree and Landscape Contractors Ltd](#)
To: [Hilary Workman](#)
Subject: Re: Tri-annual Tree Survey
Date: 25 March 2024 14:42:57

Dear Hilary,

Many thanks for your email. Please see the quotation below.

Quotation for Tree Survey and Report Wickhambrook

Tree inspection and survey at Wickhambrook on trees detailed in the plans. A full health and safety report for 2024 and interim reports for 2025 and 2026.

Initial report Price: £1175 + vat

Interim reports 2025 and 2026 Price: £675 + **each year**

I do hope you have the work done, I'll look forward to hearing from you,

Kind regards,

Gemma Marjoram

[D.M.Tree and Landscape Contractors Ltd.](#)

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On Mon, 25 Mar 2024 at 13:35, Hilary Workman <parishclerk@wickhambrook.org.uk> wrote:

Hello, a full report this year and interim reports (checking diary noted items) in 2025 and 2026

Hilary Workman CiLCA

Clerk & RFO for Wickhambrook Parish Council

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