

Holywell-cum-Needingworth Parish Council

TREE AND WOODLAND MANAGEMENT

Aims

To take all reasonable measures to ensure that all trees for which the Parish Council are responsible are in a safe and healthy condition.

To manage and conserve the woodland areas for present and future users.

Tree Assessment Policy

1. A Yearly Visual Assessment is to be carried out by a Councillor or member of staff. Any issues highlighted to be forwarded to the Parish Clerk for resolution.
2. There will be a Schedule of Monitoring/Inspection by parish council's trained Tree Assessors. Areas of usage to be zoned for inspection purposes as follows:-
High Usage
Medium Usage
Low usage
Highlighted issues to be resolved.
3. After severe weather all trees should be checked as soon as is practicable and the Parish Clerk notified of any problems on the appropriate form.
4. The Parish Clerk may request the groundsman to carry out routine and remedial work for which he/she has been trained.

Note

When tree works fall outside the groundsman's or others' training, a professional tree surgeon will be employed – the Parish Clerk may authorise work up to a cost of £500 and report the work and cost at the next Full Council meeting.

5. All inspections and maintenance work must be recorded on the appropriate forms, which will include:-
 - a) Date;
 - b) Name of notifier;
 - c) Findings;
 - d) Issues to be resolved;
 - e) Action to be taken;
 - f) Date completed; and
 - g) Any other comments of recommendations.
6. Owners of properties surrounding the Playing Field, and other public green areas, will be contacted annually (or as required) to request that they cut back any overhanging branches.

Woodland Management Policy

The areas we are responsible for are:-

1. Engineer's Wood – including part of the Falklands Walk;
2. Holywell Spinney, Millfields and remainder of Falklands Walk;
3. Common Land on the Front in Holywell;
4. Overcote Fen (at the end of Overcote Lane where the Ouse Valley Way crosses it);
5. Lowndes Drove (from High Street to the by-pass);

6. Mill Way Cemetery;
7. St John's closed Churchyard.

An Outline Management Plan is attached as Appendix A.

Adopted at meeting of Holywell-cum-Needingworth Parish Council held on 2nd January 2018

Last Reviewed 7th April 2026.

Signed.....

Miss J Bowd

Parish Clerk

APPENDIX A

An outline Management Plan

An annual inspection in the early autumn to be carried out, findings and recommendations reported and issues resolved.

General

- a) Leave dead tree stumps standing (where practical) and stack branches to provide habitat piles.
- b) Remove dead branches over footpaths and to a height of 2 metres elsewhere. Pile as above. (All year round.)
- c) Cut Blackthorn to about 1 metre. Pile for habitat creation. (October to March)
- d) Remove seedlings and suckers to ground level. (Anytime)

1. Engineers' Wood – including Falklands Walk

- a) Bramble thickets – use brush cutter on branches, then strim with metal-headed strimmer every 2-3 weeks. (Anytime)
- b) Coppice Hazel every 5-7 years, beginning with alternate trees the first year and the remainder the following year. (October – March)

2a) The Spinney

- a) Widen areas to the sides of the paths to allow a diversity of plant life.
- b) Remove small cherry saplings/suckers. (Anytime)
- c) Raise footpath-side branches to create lighter areas. (Oct – March)

2b) Millfields

- a) Contact Woodland Trust re obtaining seedling packs. Check for hazardous autumn berries.
- b) To use biodegradable tree guards as required. Put packs in damp woodchip on receipt until they can be planted out. (Autumn)

2c) Falklands Walk – Eastern Edge

- a) On the eastern edge of the path (furthest from the Mill Way) are some very old mature Ash trees. Also older Willow tree which is listed in TROBI (Tree Register of the most notable and ancient trees Of Britain and Ireland). Establish whether any work needs to be done to keep them in good health. Inspect annually (end Sept/early Oct) and take action as required. (Oct – March)

3. Common Land, The Front, Holywell

- a) Inspect annually.
- b) Remove hazardous trees/branches as required – especially attention should be given to the maintenance of the Willow trees.

4. Overcote Fen

- a) Inspect annually.
- b) Remove any hazardous branches/trees as required.

5. Lowndes Drove

This was originally a public highway before the by-pass was built. It is now a bridleway running between two fields. There are approx 30 trees which are on the path-side of the ditches, which need inspecting and maintaining.

- a) Inspect annually.
- b) Remove any hazardous branches/trees as required.

6. Mill Way Cemetery

- a) Inspect annually.

7. St John's closed Churchyard

- a) Inspect annually.

Health & Safety

1. The Parish Council will request and retain a copy of the Risk Assessment forms for organised groups who regularly use the areas listed above.
2. The Parish Council will request a copy of the tree management policies produced by Cambridgeshire County Council and Huntingdonshire District Council covering trees on land for which they are responsible within the Parish.

Supporting documents

'Common Sense Risk Management of Trees' by the Forestry Commission.