

ALPINE TREE SURGEONS LTD

- ALL ASPECTS OF TREE CARE
- SPECIALISTS IN TREE STUMP REMOVAL
- 24 HOUR EMERGENCY COVER



Mr Wurst
Handford Cottage,
Handford Lane,
GU46 6BT

7TH October 2022

Job No: ALP3664

QUOTATION

Tree works at Handford Cottage

Dear Mr Wurst,

We thank you for the opportunity to provide you with a quotation for the tree works at the site named above. This quotation is valid for a period of 30 days from the date of this letter and we trust that it will be satisfactory. We look forward to hearing from you in due course.

To carry out tree works as per the attached schedule.

All prices plus VAT @ 20%

Sub Total

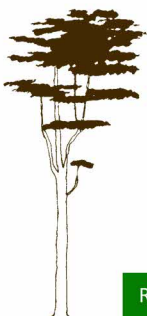
£2,450.00

VAT @ 20%

£490.00

TOTAL

£2,940.00



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Checkatrade.com
Where reputation matters

Regulated by the Environment Agency Registration Number: CB/WM3359JF



It is assumed ALL trees affected by the proposals are in the ownership of the appointing Client unless advised otherwise.

All works will be undertaken by NPTC certificated personnel and to British Standard BS3998:2010 Recommendations for Tree Works.

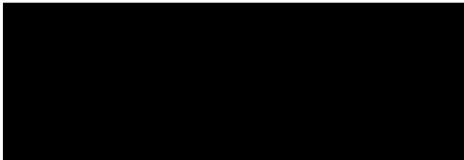
Payment Terms: Due upon completion of works.

Upon acceptance of this quotation ALL affected trees will be subjected to a Local Authority search to establish the presence of Tree Preservation Orders or Conservation Area designations both of which afford them legal protection.

Where trees are subjected to heavy reductions/pollarding, even when this is a repeat operation, no guarantee can be given the tree will continue to grow as this may have a massive physiological shock resulting in tree death

If I can be of any further assistance, please do not hesitate to contact me.

Yours sincerely



Mr Andrew Tomasso Dip Arb L4, TechArborA

Enc: Choosing Your Arborist Leaflet; Glossary of Terms; Terms and Conditions of Business; Copy Insurance Certificate.

CLIENT NAME	CONTACT NUMBER	QUOTATION DATE	JOB NUMBER
Mr Wurst	07973825473	7 th October 2022	ALP3664
SITE ADDRESS:		INSPECTED BY:	Andrew Tomasso
Handford Cottage, Handford Lane, Yateley, GU46 6BT		SITE PLAN ATTACHED	No
		COMMENCEMENT DATE	
JOB DESCRIPTION			
TREE NUMBER	SPECIES	WORK REQUIRED	
T1	Oak	<p>Reduce lateral over garage back by 2 meters to suitable growth points</p> <p>Gain suitable clearance over highway</p> <p>Removal of epicormic growth on lower trunk and gain suitable clearance over footpath.</p> <p>Major deadwood to be removed</p>	
T2 & T3	Oak	<p>Gain suitable clearance over highway</p> <p>Removal of epicormic growth on lower trunk and gain suitable clearance over footpath</p> <p>Major deadwood to be removed</p>	
T4	Oak	<p>Selective reduction to lower the sail area due to fungal decay by 2 meters</p> <p>Gain suitable clearance over highway</p> <p>Major deadwood to be removed</p>	
n/a	n/a	Traffic management controlled by Crusader traffic	
<p>All works will be undertaken using rigging/lowering techniques where necessary to prevent damage to the surrounding features.</p> <p>All brushwood will be cut and removed from garden for recycling. All timber will be cut and removed from garden for recycling</p> <p>A site specific RAMS will be undertaken before the commencement of works, this will encompass site hazards and environmental considerations.</p>			

Terms and Conditions of Business for Alpine Tree Surgeons Ltd

The Client (the person or business commissioning the works and in so doing accepting the written / verbal quote) agrees to and accepts the following terms and conditions:

- 1) Notice of the Right to Cancel "Cooling off period" – the client has a maximum of 14 days to cancel the contract (in writing) from the date of acceptance of the quote. In the event of cancellation at short notice costs may be proportionally incurred by the client.
- 2) Quotations are valid 30 days and consider any 'value', monetary or otherwise, the arisings from the works may have unless stated otherwise.
- 3) All works will be in accordance with the current British Standard 3998 'Tree Work Recommendations' where possible unless specified otherwise. Dimensions specified are approximate and, wherever possible, will be to the nearest appropriate pruning point.
- 4) In the event of a variation to the quotation because of:
 - a. Amendments to works required prior to arriving on site, or
 - b. Changes in site / ground conditions since the original visit, or
 - c. Additional works requested / required whilst on sitethe quotation will be revised accordingly, either electronically in advance or in hand written form on the day of work, with agreed amendments signed by Alpine Tree Surgeons Ltd's representative and the client.
- 5) Stump-grinding will be to a depth of 150 mm below the immediately adjacent ground level, wherever practical or unless otherwise agreed with the client, and will include the removal of the stump and buttress roots but will not include lateral roots unless otherwise specified. The client will advise Alpine Tree Surgeons Ltd of any underground services near the stump prior to starting the job.
- 6) All arisings (incl. twigs / branches / woodchips / logs / trunks / foliage etc.) will be removed from site and become the property of Alpine Tree Surgeons Ltd unless specifically stated otherwise in the quotation.
- 7) On completion of the works, an invoice will be raised and full payment is required within 30 days of the date of the invoice. Unsatisfactory progress or completed jobs MUST be immediately notified to the attending Alpine Tree Surgeons Ltd Team Leader, or in writing / by email, to Alpine Tree Surgeons Ltd office (details overleaf) and within a period of 48 hours from the commencement of the works.)
- 8) Following written/verbal instructions from the client, Alpine Tree Surgeons Ltd will check with the Local Planning Authority (LPA):
 - a. Whether the tree(s) are the subject of a Tree Preservation Order
 - b. Whether the trees are located within a Conservation AreaAlpine Tree Surgeons Ltd will also consider whether a Felling Licence is required from the Forestry Commission (FC) or if any other permissions / consultations are required, i.e. Natural England / Environment Agency. NB Please note, if Alpine Tree Surgeons Ltd undertakes the necessary LPA application / notification an appropriate administrative charge of £45.00 will be incurred. Similarly, an administrative charge will be incurred for obtainment of a FC felling licence, at cost or £45.00 whichever is the greater. The charge(s) may be waived if the quote is accepted and the proposed works completed in full.
- 9) Where works are proposed to third party trees, i.e. 'neighbour's trees', Alpine Tree Surgeons Ltd will require written confirmation from the tree owner ('the neighbour') that the works are agreed and where necessary, that access is permitted. If works only apply to overhanging branches that can be pruned from within the client's property then permission is not required but the neighbour should be advised where practicable. The instructing client is deemed responsible for payment of Alpine Tree Surgeons Ltd's invoice on completion of the works.
- 10) Alpine Tree Surgeons Ltd has £10 million Public Liability Insurance and a copy of the certificate is available on request. Alpine Tree Surgeons Ltd staff will operate in accordance with good industry practice, the company's Health & Safety Policy and Procedures. A Site Specific Risk Assessment will be conducted prior to the commencement of works the outcomes of which may place constraints on the site whilst works are in progress, e.g. the client may not be able to access an outbuilding without the prior agreement from Alpine Tree Surgeons Ltd's ground staff.
- 11) The site will be left generally 'clean, tidy and safe' but because of the very nature of the works including (a) the production of wood dust / chainsaw chip / wood chip / brash / twigs / leaves and needles / etc., and (b) the traversing of site personnel it will not be as it was prior to commencement of works. Every reasonable effort will be taken to safeguard the client's property.
- 12) If the works spread over multiple days, the site will be left appropriately safe and as agreed with the client beforehand.
- 13) Alpine Tree Surgeons Ltd will undertake the authorised works as scheduled but is aware of / may be constrained by ecological and wildlife legislation including:
 - a. Wildlife and Countryside Act 1981
 - b. Countryside and Rights of Way Act 2000
 - c. Conservation of Habitats and Species Regs. 2012 (amendment)This legislation requires Alpine Tree Surgeons Ltd to assess the any impact of the works which may result in works being delayed because of nesting birds, roosting bats or similar being present.

A Guide to the terminology used in your quotation

Crown reduction / shaping

Reducing overall crown area by a given amount from the tips of the branches to produce a smaller crown area but retaining natural species shape.

Crown thinning

To remove a proportion of a secondary branches through the entire crown which will lower the density, remove dominant branches while preserving the natural shape of the tree. Thinning should not exceed more than 30% percent of the crown area.

Crown lifting / raising

Involves the removal of lower laterals or reducing secondary branches to a desired clear height above ground level. Larger lower laterals should not be removed as this will leave large wounds which can become decayed and cause future problems to the trees health.

Drop crotching

Lateral branches are pruned where they join large diameter side branches. The central leader is pruned back to a large diameter secondary branch rather than a stub so that a modified leader remains. Drop crotching produces a natural looking tree and is an alternate method to **Crown Reduction**.

Deadwood removal

Tree branches die if damaged, pruned incorrectly or natural ageing. The removal of deadwood should be done if poses a risk or to raise the amenity of the tree. Deadwood will provide essential habitat and if can be left or shortened this would be best practice.

Crown Clean

The removal of dead, dying or diseased wood, stumps of broken branches, unwanted epicormic shoots, climbing plants e.g. ivy and rubbish accumulated in branch forks.

Pollarding

Pollarding can only be done to a young tree to a prescribed height. The method is removing the top of a young tree and then repeated on a cyclical basis and always returning to the original pollard pruning points. Removing a top of a mature tree is not pollarding and is bad arboricultural practice, it is known as **Topping**. Topping should only ever be done to a tree if there is safety issues or in extreme circumstances. Such works can be detrimental to the trees health.

Retrenchment pruning

An arboricultural practice intended to encourage the growth of lower shoots. This method is used on older trees to emulate the process of tree aging naturally.

Stump grinding

A process of removing the stump of a tree once felled / dismantled with the use of a stump grinder which removes the stump to below ground level.



CERTIFICATE OF PUBLIC LIABILITY INSURANCE

Policy No: B1141C20M8200/20749

1. Name of policy holder: DNB Tree Surgery Ltd, Alpine Tree Surgeons Ltd & South Coast Firewood Ltd
2. Date of commencement of insurance policy: 27th May 2022 00:01
3. Date of expiry of insurance policy: 26th May 2023 23:59

We hereby certify that the following limit of liability is in force for the above Period:

GBP 10,000,000 any one Occurrence

Signed on behalf of Convex Insurance UK Limited (Authorised Insurers)

.....Signature

Name and address of issuing intermediary:

Issuing intermediary's reference: 20749
(if different from the Policy Number stated above)

PSC UK Insurance Brokers Ltd
1/a Trust Insurance Services
1 Scirocco Close
Moulton Park
Northampton
NN3 6AP

CONTACT INFORMATION

This information leaflet has been produced with support from the following industry organisations and with the help and co-operation of the Health and Safety Executive.



Arboricultural Association
The Malthouse, Stroud Green, Standish,
Stonehouse, Gloucestershire GL10 3DL
Tel: 01242 522152
www.trees.org.uk/Directory-of-Tree-Surgeons



Forestry Contracting Association
www.fcauk.com



Health and Safety Executive
www.hse.gov.uk/treework



Institute of Chartered Foresters
www.charteredforesters.org



International Society of Arboriculture
www.isa-arbor.com



Lantra/Lantra Awards
www.lantra.co.uk
www.lantra-awards.co.uk



National Association of Tree Officers
www.nato.org.uk



City&Guilds NPTC
www.nptc.org.uk



Find an ARB Approved Contractor here at:

www.trees.org.uk/
Find-a-Tree-Surgeon

GENUINE OR NOT?

Anyone can call themselves a tree surgeon (arborist), place an advert in Yellow pages and offer a service.

An advert does not guarantee quality of work or that it will be carried out safely. So always use an ARB Approved Contractor.*



For your peace of mind.
Look out
for the
ARB Approved Contractor shield.

*Ensure you are using an ARB Approved Contractor by checking here:

www.trees.org.uk/Find-a-Tree-Surgeon

Competent arborists will have certificates which show that they have been trained and assessed. They will often have other academic qualifications in arboriculture and will use safety equipment to protect you, your property and themselves.

Reputable tree care companies will be pleased to supply copies of their insurance, qualifications and professional memberships and will work to nationally recognised standards. Many will be Approved Contractors of the Arboricultural Association.

**SELECT YOUR ARBORIST
BY FOLLOWING THE
ENCLOSED ADVICE**

Tree Work



Arboricultural Association
trees.org.uk

HELP AND ADVICE

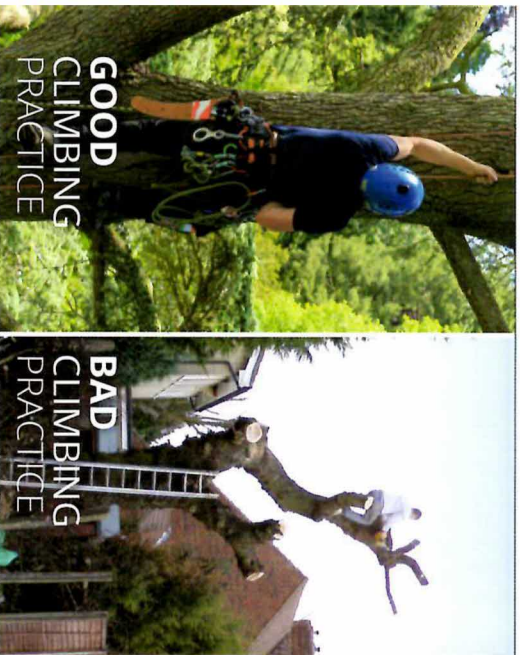


CHOOSING YOUR
TREE SURGEON (ARBORIST)

The Arboricultural Association

trees.org.uk

TREE WORK



If not done properly it could lead to:

INJURY TO PEOPLE*

DAMAGE TO PROPERTY*

SERIOUS HARM TO YOUR TREES THAT HAVE TAKEN MANY YEARS TO GROW...

all through ill-advised and badly executed tree work.
**Potentially you may be liable if a 3rd party is affected.*

Tree work (arboriculture) requires a high degree of technical competence, supported by training and experience. For these reasons tree work should only be undertaken by well trained, competent arborists experienced at the type of work being undertaken, e.g. tree pruning/tree removal.

This leaflet has been produced to help you choose the right people to do the right job safely and efficiently.

QUESTIONS YOU SHOULD ASK AN ARBORIST

Stage 1: Ask for a quote*

A reputable arborist will always give a positive response.

- 1. Are you insured?**
If **YES** please show evidence of insurance - Employers Liability & Public Liability (recommended minimum of £5 million).
- 2. Do you work to a British Standard?**
If **YES** which one?
Should be *BS3998: 2010 Tree Work - Recommendations*;

- 3. What qualifications do you and your staff hold?** (ask to see copies)
Compulsory: MUST have NPPT/Lantra Awards** certificates for chainsaw use.
Recommended: certificates for other skills and machines, Arboricultural knowledge e.g. National Certificates and Diplomas in Arboriculture.

- 4. Will you provide a written quotation?**
If **NO** reject the contractor.
- 5. Are you a member of a professional organisation?**
Membership does not guarantee work standards but does show a degree of commitment.

- 6. Can you provide me with the phone number of a referee who can show me some of your work?**
If **YES** follow up the reference.

* Obtain more than one quote. Ideally 3.
** NPPT and Lantra Awards are national organisations that assess competence of people using chainsaws and other arboricultural equipment. Competent arborists will be able to show you an A4 sized certificate or plastic ID card if requested.

Stage 2: Choosing the quote that suits you

When you receive your quotations check they include the following before deciding which one to accept:

- Reference to *BS3998: 2010 Tree Work - Recommendations*;
 - Clear and full details of the work to be undertaken (the specification).
 - What will happen to the timber and brushwood?
 - What will happen with the tree stumps?
 - Whether VAT is included.
 - Who will be responsible for obtaining permission if the trees are protected?
 - What steps will be taken to protect you and your property (the risk assessment)?
- Be aware that there may be a limited quote validity period.

Stage 3: Consumer protection

If problems arise you can get help and advice from industry bodies such as the AA, ISA or TrustMark.



COMPETENT ARBORISTS

In the UK there are two recognised schemes certifying the competence of arborists through examination and regular re-assessment or Continuing Professional Development (CPD).



The Arboricultural Association (AA) maintains an online directory of quality assured tree surgery businesses. They are regularly assessed for their health and safety procedures, office and business practices, including customer care, as well as their quality of tree work. They will display the AA Approved Contractor logo. Check the contractor's approval is current on the AA website www.trees.org.uk via **Find a Professional** link.



Individual arborists may be certified by the International Society of Arboriculture (ISA). The ISA assesses the individual for their knowledge and ability. Certified arborists will display the ISA Certified Arborist logo. Please check with the Society that the arborist's approval is current, through the ISA website www.isa-arboriculture.org.

Other arborists may be equally competent. If they do not subscribe to either of the above schemes you should take more care to follow up the advice contained in Stages 1 & 2 above.