

WESTON ON THE GREEN PARISH COUNCIL

5th April 2023 Parish Council Meeting



Agenda Item: 23.393.14 – Appointment of Arboriculturist for North Lane footpath removal

1. Background

A new footpath has been built to the rear of the oak tree at the top of North Lane following approval by Cherwell District Council in 2022.

Oxfordshire County Council have agreed to remove the original built footpath.

The Parish Council wishes to hire an arboricultural consultant to oversee the demolition works and re-instatement of the original verge and to monitor any remedial works required.

Sylva Consultancy provided an arboricultural report for the Parish Council In February 2022 and therefore for continuity of advice the Parish Council wishes to hire the same consultancy.

The developer also instructed Sylva Consultancy to oversee the installation of the new footpath behind the oak tree.

2. Quotes & Recommendation

Sylva Consultancy have provided a quote detailing an overview of their fees:

- Pre-commencement site meeting: £325 + VAT
- Subsequent Arboricultural site meetings: £275 + VAT (per meeting)
- Extraordinary site meetings (for events currently unknown or unforeseen) £275 + VAT (per meeting).
- Officer time for queries £95 + VAT per hour (minimum 30mins)

In discussions with Roger Evans it is recommended to allow for a minimum of:

- 1 x pre-commencement site meeting
- 3 x subsequent site visits
- 1 hour additional time for queries

TOTAL £1,245 + £249 vat = £1,494

Plus a contingency for:

- 2 x extra site visits
- 1 additional hour for queries

CONTINGENCY EXTRA £645 + £129 vat = £774

Estimated total amount recommended for approval based on quote - £2,268 (including VAT)

The 'Oak Tree Footpath' budget line from the 2023-24 budget will be utilised for this work which currently has £5000.00 remaining in it.

It is also noted that the Parish Council will request to be included in the pre-commencement meeting between the appointed consultant and Oxfordshire County Council.

3. **Resolution: To Approve** the Parish Council appointment of Sylva Consultancy to oversee the work of demolishing the footpath by the Oak Tree at the top of North Lane up to at a total cost of £2,500.00 (including VAT).