



Langholm Lodge – Retaining Wall Reinstatement Works

Meeting Pre-Commencement Arborist Planning Meeting
 Date/Time 31st October 10:30hrs
 Location On Site (144-152 Petersham Rd Richmond TW10 6UX)

PRESENT				DISTRIBUTION			
Persons Name	PN	Company Name	CN	Persons Name	PN	Company Name	CN
Paul Maher	PM	Richmond Planning	RP	Paul Maher	PM	Richmond Planning	RP
Richard Tilling	RT	Connick Tree Care	CTC	Richard Tilling	RT	Connick Tree Care	CTC
Raymond Levine	RL	L L Freehold Co Ltd	LLF	Raymond Levine	RL	L L Freehold Co Ltd	LLF
Shemsi Peposhi	SP	AP Construction	APC	Shemsi Peposhi	SP	AP Construction	APC
Jimmy Rudi	JR	AP Construction	APC	Jimmy Rudi	JR	AP Construction	APC
Geraint Williams	GW	Ridge & Partners LLP	RP				

ITEM	DETAILS	ACTION BY
1.0	Arborist Oversight	
1.1	It was confirmed the Connick Tree Care (CTC) have been instructed by AP Construction to supervise and record the works, in accordance with the planning approved Arborist Report / Method statement, throughout the works relating to the protection of the trees and vegetation.	ALL
2.0	Site Inspection (Installed Fencing)	
2.1	<u>Ground Anchor / Pinning to T25 Fence</u> – PM advised that there was a risk that the small independent section of fencing to the north of the site (protecting T25) could be inadvertently moved. It was requested that 2nr ‘heavy-duty road pins’ be used to anchor the 2nr fencing support feet. Where access is possible, also consider zip tying the return ends to the iron park boundary rails.	APC

2.2	<u>General TPO fencing Installation</u> – it was noted that AP Construction had complied with the Connick Tree Care protection fencing plan. Notwithstanding, the section T20 through T23 already has a braced robust historic wrought iron fence that it was agreed provided commensurate protection.	ALL
2.3	<u>Storage of Site Equipment</u> – The area of grass in front of T25 will be boarded over temporarily to generally provide temporary storage for garden equipment, sheds and planters etc. where access requirements require the works in areas where these items are currently stored.	ALL
2.3.1	<u>Lawn Protection</u> – APC to install board protection over the lawn and reinstate damaged lawn areas following the works. It was advised that cement and other construction materials that could leach into the ground should not be stored in this area.	APC / RT
3.0	Works Methodology Matters	
3.1	<u>Site Compound</u> – will be installed in the car park and adjacent to the south side steps; a timber ramp will be installed to allow the motorised wheel barrow safe access to and from the excavation area.	ALL
3.2	<u>Work Equipment / Methodology</u> – due to the constrained site and access provisions, all excavation will be by hand with removal and transportation by motorized wheelbarrow. It was agreed that will be advantageous in minimising the risk of damage to trees and other vegetation.	ALL
3.3	<u>Works Sequencing</u> – it is proposed the works will be undertaken in meter length sections, with excavation to be completed in a maximum of 3hr areas at any single time. The works will follow a ‘excavate 1m – miss 1m – miss 1m – excavate 1m area’ to minimise the risk of ground movement to the exposed bank area(s). This will follow the same general methodology for mass concrete underpinning works.	APC / CTC
3.3.1	<u>Path Excavation</u> – this would also be excavated in meter sections, matching the wall areas, to retain maximum stability to the existing bank and retaining elements.	APC / CTC
3.4	<u>Projected Progress / Commencement</u> – APC advised their target for completion of the Main Type A walls was 2 sections a day, during suitable weather windows. It was agreed that a January start on site, with excavations likely to commence mid-January would allow good flexibility with RT’s availability. There was no preference from RT for APC to commence the works in any particular area, so they would be free to programme the works as they see fit.	ALL
3.4.1	<u>Works Programme</u> – RT requested a ‘rough outline’ works programme, at the earliest opportunity, so he can create provisional dates for attendance. Requested attendance times to be early (08:30hrs).	APC / CTC
3.5	<u>Excavated Root Protection</u> – any exposed roots should be kept damp and wherever possible wrapped in damp hessian to minimise the risk of drying. It is proposed to keep the excavations into the exposed soil bank to the bare minimum to allow the installation of the required formwork.	APC

3.6	<u>Waste Generally</u> – due to the constrained size of the site it was noted that waste would generally be removed from site daily (as excavated), to be able to maintain a clean and safe work site; the general sub-soil is London clay type.	ALL
3.7	<u>Excavation Spoil & Backfill</u> – it was requested by RT that some excavated soil should be retained on site and used as backfill wherever possible, as this would be less detrimental to the tree roots. Notwithstanding, it was noted that there is requirement for some granular fill to enable ground water to drain through the new wall. RT advised that wherever possible backfilling should be completed with the utmost urgency, to reduce the risk of roots drying out,	ALL
3.8	<u>Mapping Major Tree Root Visible Areas</u> – it was proposed, prior to commencement to mark up plans of the concrete retaining ‘Way Type A’, the main works wall sections, in 1m sections with unique reference numbers. This would allow APC / CTC to sketch plans showing where any identified tree root clusters were located, which would be hidden by the constructed wall. This would potentially allow the Platypus restraint anchors to be installed in positions to cause the least damage. Notwithstanding, RT advised that there was no method for guaranteeing no damage to tree roots during the anchor installation.	ALL
3.9	<u>Installing Anchors</u> – RT advised that his presence would not be required during the process of installing the Platypus ground anchors.	ALL
3.10	<u>Standard Arboricultural Supervision Form</u> – a copy of the proposed form CTC will use is provided in Appendix 3 of their planning approved Arb Method Statement.	ALL
3.11	<u>CTC On-Site Training (Pre Works)</u> – RT advised that as the key management operatives were present during the meeting there would be no benefit to undertaking a further meeting, this being the formal induction by RT. Notwithstanding, all site operatives should familiarise themselves with the CTC approved method statement.	RT / APC
3.12	<u>Root Size Protocols</u> – notwithstanding the requirement to contact Paul Maher (PM) regarding the discovery of roots requiring removal / trimming where greater than 25mm dia. (within 48hrs of discovery) RT advised all other roots should, where possible be retained to his inspection in accordance with the to be agreed attendance schedule.	APC / CTC / PM
3.13	<u>Project Directory</u> – Prior to commencement GW will produce and distribute a project directory with contact details for all key persons involved with the project.	GW
3.24	<u>Photographic Record</u> – RT requested that APC keep a daily photographic record of the works, capturing details of any significant roots to the excavation areas.	APC
4.0	Other Matters	
4.1	<u>Concrete Reinforcement</u> – SP to provide GW with Platypus anchor calculations from test installation to allow Ridge & Partners structural engineers to advise requirements for additional / alterations to the proposed concrete reinforcement.	SP