

Explanatory notes for heritage tree nomination form (PDF)

This is background admin information to record who looked at the tree or group, their phone number and email so they can be contacted if necessary, the address of the tree or group so that it can be found again, who owns it, i.e. is it private or publicly owned, whether it is accessible to the public and the species, with common and botanical names if possible.

The most important measurement is the girth, especially for old trees, because this is one of the most reliable means of estimating age. Height and branch spread are useful because they provide a record of the general tree size, but estimates rather than measurements will be OK.

Record if it is an individual or a group feature. How it sits within the landscape is also useful because it helps someone who has not seen it to visualise that aspect.

Insert a hand sketch, a plan extract or an aerial photo to show where the tree or group is, so that it can be easily found again. If your PDF will not support inserting an image, then either attach it to the email when mailing the form or print the image and attach it to a paper copy of the form.

Add a photo or sketch if the tree or group has an important feature that is relevant to its heritage value, i.e. a memorable shape or other striking visual characteristic.

Mark the tick box that applies. The extremes of this range are normally easy to identify, i.e. it really does have a memorable characteristic or there is nothing that obvious. Anything that is not obvious one way or the other, choose 'Not sure' and leave it up to the Verifying Panel to decide. Provide more explanation here and on the reverse of the form if that will help the Verifying Panel decide.

Mark the tick box that applies. Again, the extremes of this range are normally easy to identify, i.e. lots of people see it or very few people see it. If it is not obvious one way or the other, choose 'Not sure' and leave it up to the Verifying Panel to decide. Provide more explanation here and on the reverse of the form if that will help the Verifying Panel decide.

Heritage tree nomination form (PDF)
(Please write as much as you can about the tree or group you are nominating on this form)

Name & contact details	David Brown 01425 351170, davidB@btinternet.co.uk	
Date of site visit	17/07/13	
Location of tree(s)	Ashford Road, Fordingbridge, SP6 1BY	
Ownership of tree(s)	Private in office landscaping	
Public access of tree(s)	Yes, no formal boundaries	
Common name/species	Dawn redwood (Metasequoia glyptostroboides)	
Dimensions (Do not worry if these cannot be easily measured, just a rough indication is all that is needed, although girth should be measured if possible)	Height (estimate in metres)	9m
	Trunk girth (measure minimum girth and record height)	75cm @ 1.5m
	Branch spread (north, south, east, west to nearest metre)	2m in all directions
General description of tree(s) (individual, group or avenue and position in landscape etc.)	Single tree planted outside an office	

Location plan (Attach a plan of how to find the tree(s) in relation to nearby notable features so it can be easily found)

Photo of tree(s) (Attach photo of tree(s) showing any notable features)

Visual: Is the tree or group a striking landmark feature that is obviously memorable for the local community? Visual importance can be broken down into how memorable the tree or group is and how many people experience its special characteristics. For a tree or group to be worthy of heritage designation for visual reasons, it has to be obviously special for both characteristics.

Is the tree/group memorable? (Select the term that best describes how memorable it is. Explain why as a summary here and use the back of the sheet for further notes if necessary)

Very memorable
 Not sure
 Not memorable

How many people see the tree/group? (Select the term that best describes how many people see it. Explain why as a summary here and use the back of the sheet for further notes if necessary)

Seen by many people
 Not sure
 Seen by few people

Scientific: Is the tree or group very old, rare, unique or unusual, where scientific investigation is likely to lead to some beneficial cultural enhancement? Ordinary, everyday trees with no unusual characteristics would not normally qualify for heritage status under this heading.

Planted by the Mayor of Fordingbridge

Exceptionally old
 Rare or unique
 Endangered species
 Rare/restricted habitat
 Other scientific value

Cultural: Does the tree or group have any historical, social, cultural and/or spiritual associations? This can include links or associations with what people used to do or are doing, but for trees to qualify under this heading, they have to be obviously and demonstrably special.

Linked to event/place
 Linked to a person
 Linked to a custom
 Old community feature
 Other cultural value

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Mark the tick box that applies. Select the characteristic/s that you think the Verifying Panel should consider when assessing whether the tree or group has special cultural value. Summarise it here using the tick boxes, with a short text explanation, using the space of the back of the form to provide further explanation. You should list your research findings with supporting references to justify any heritage value that is proposed.

Mark the tick box that applies. Select the characteristic/s that you think the Verifying Panel should consider when assessing whether the tree or group has special scientific value. Summarise it here using the tick boxes, with a short text explanation, using the space of the back of the form to provide further explanation, if necessary.

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Name & contact details

Date of site visit

Location of tree(s)

Ownership of tree(s)

Public access of tree(s)

Common name/species

Dimensions (Do not worry if these cannot be easily measured; just a rough indication is all that is needed, although girth should be measured if possible!)

Height(Estimate in metres)

Trunk girth(Measure minimum girth and record height)

Branch spread(North, south, east , west to nearest metre)

General description of tree(s) (Individual, group or avenue and position in landscape etc.)

Location plan (Attach a plan of how to find the tree(s) in relation to nearby notable features so it can be easily found)

Photo of tree(s) (Attach photo of tree(s) showing any notable features)

Visual: Is the tree or group a striking landmark feature that is obviously memorable for the local community? Visual importance can be broken down into how memorable the tree or group is and how many people experience its special characteristics. For a tree or group to be worthy of heritage designation for visual reasons, it has to be obviously special for both characteristics.

Is the tree/group memorable? (Select the term that best describes how memorable it is. Explain why as a summary here and use the back of the sheet for further notes if necessary)

- Very memorable
- Not sure
- Not memorable

How many people see the tree/group? (Select the term that best describes how many people see it. Explain why as a summary here and use the back of the sheet for further notes if necessary)

- Seen by many people
- Not sure
- Seen by few people

Scientific: Is the tree or group very old, rare, unique or unusual, where scientific investigation is likely to lead to some beneficial cultural enhancement? Ordinary, everyday trees with no unusual characteristics would not normally qualify for heritage status under this heading.

(Select the term that best describes its scientific value. Explain why as a summary here and use the back of the sheet for further notes if necessary)

- Exceptionally old
- Rare or unique
- Endangered species
- Rare/threatened habitat
- Other scientific value

Cultural: Does the tree or group have any historical, social, cultural and/or spiritual associations? This can include links or associations with what people used to do or are doing, but for trees to qualify under this heading, they have to be obviously and demonstrably special.

Select the term that best describes its cultural value. Explain why as a summary here and use the back of the sheet for further notes if necessary)

- Linked to event/place
- Linked to a person
- Linked to a custom
- Old community feature
- Other cultural value

Heritage tree nomination form extension sheet

If necessary, use this extension sheet to explain in more detail the reasons for the summaries on the front