

REQUEST FOR A DEDICATED TREE

A Living Memorial

A dedicated tree can make a fitting tribute or memorial to a loved one, or can be used to commemorate a special occasion such as a birth, birthday, wedding or anniversary – a gift that keeps on growing! Or you may simply wish to acknowledge someone’s love or connection with a place within the Borough of Stockton.

The cost of purchasing and dedicating a tree can be found at ‘Appendix A’.

Tree Planting Details:

1. The Council will arrange to supply and plant all requested dedicated trees within council owned parks, cemeteries and open spaces. This will be subject to the suitability of the site, available planting locations and the nature of the existing tree cover & landscape design.
2. Selected tree species and planting location is based on the following:
 - Suitability of tree species to site; e.g. use of native/non-native
 - Eventual mature size, tree growth characteristics and suitability to setting
 - Visual appearance/amenity value
 - Contribution to wildlife diversity
 - Landscape character and number of other trees present
3. All dedicated trees will be 12-14 cm girth ‘heavy standards’ and will be temporarily staked and, where appropriate, protected by a wire mesh tree guard until the tree is established, as shown below:



4. Dedicating a tree to a park, cemetery or open space means that it is placed there for all users to enjoy and will, therefore, become public property. Floral tributes or any other memorabilia are not permitted to be left around the tree as they may compromise visual amenity and hinder maintenance. Please be aware, therefore, that such items found will be removed and disposed of by the Council.
5. The Council will be responsible for the maintenance of the tree and associated stakes/tree protection (although these will be removed once the tree is well-established). The Council will replace the tree in the next planting season (Nov-March) should it die prematurely during the initial 5 year establishment period.
6. Every effort will be made to ensure trees are maintained are cared for during their full natural life. However, in some situations it may be necessary to remove a tree if, for example:
 - The tree is dead, dying, diseased or becomes a danger to the public
 - The tree is in an area that is later designated for re-development
 - Other unforeseen reason/s

In such an event, a replacement tree will be provided at a new location and, where possible, within a reasonable distance from the originally agreed location.

7. If requested, the Council will arrange the placement of a tree plaque next to the dedicated tree. Details relating to tree plaques can be found on the application form. It should be noted, however, that plaques will need to be installed either at the time of tree planting or shortly afterwards. (It is normally not possible to add the plaque much later, or install one at the base of an existing tree, as this may cause damage to the tree roots). Please also note, the Council will not be responsible for any loss or damage to plaques once installed.

A standard written letter of agreement will be sent by the Council to you to ensure all terms and conditions are clearly understood prior to purchase. The form will be returned to the Council with full payment in advance of the dedicated tree and plaque, if required, being placed.

Before completing this application form, should you wish to receive any further advice or guidance please do not hesitate to contact 'Care For Your Area' on 01642 391959 or email careforyourarea@stockton.gov.uk

Once completed, please return your application form to:

Stockton-on-Tees Borough Council
Care For Your Area – Tree & Woodland Team
Yarm Road Depot
Yarm Road
STOCKTON-ON-TEES
TS18 3RU

Or email it to: careforyourarea@stockton.gov.uk

APPLICATION FORM

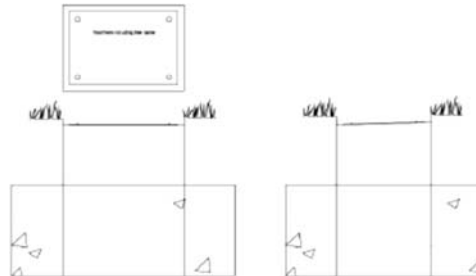
Contact Details (please supply your contact details below)	
Your Full Name:	
Your Address:	
Telephone No:	
Mobile No: (optional)	
Email address: (optional)	
Please notify us of any subsequent changes to your contact details in order that we can update our records.	

Location for Dedicated Tree (please tick)			
Billingham Beck Valley Country Park		Stillington Forest Park	
Cowpen Bewley Woodland Park		Village Park	
Grangefield Park		Wynyard Woodland Park	
Great North Park		Durham Road Cemetery	
John Whitehead Park		Oxbridge Lane Cemetery	
Newham Grange Park		Thornaby Cemetery	
Preston Park		Billingham Cemetery	Full
Romano Park		Egglescliffe Cemetery	Full
Ropner Park			
Other Location (please specify):			
Based on your preferred location/s we will contact you and provide you with a plan showing a suggested position and discuss our recommended species of tree with you.			

Appendix 2: Ground Fixed Plaques

GP3 Memorial or Commemorative Plaques for Trees

- Description: Stainless steel memorial plaque to be mounted on cast stone or concrete plinth recessed into turf.
 - Text style: Arial type face.
 - Material: Stainless Steel and cast stone/concrete.
 - Indicative Size: Plaque – 120mm x 160mm x 1.2mm, unless agreed otherwise. Cast Stone/concrete plinth – 250/255mm deep x 140mm x 180mm. Details to be confirmed following prototype testing.
 - Method of fixing: Screw mounted to concrete plinth. Screws to be secured into concrete block using expansions sleeves or similar approved. Vandal proof screw with capping to be used. Foundation to suit ground conditions
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- Plaque to be slightly cambered with the top being flush to ground level and bottom being set lower than ground level.



Fees & Charges			
Dedicated Tree	Cost	VAT 20%	Total Cost
Supply, planting and maintenance of dedicated tree, including associated stakes & wire mesh protection	£250.00	£50.00	£300.00
As above, but including supply and placement [by the Council] of dedicated memorial plaque	£550.00	£110.00	£660.00