

**Bridge End Garden, Saffron Walden**

**Appraisal prior to proposed transfer from Uttlesford District Council to  
Saffron Walden Town Council, 2009.**

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## **Overall conclusions.**

General. Bridge End Garden is an important Victorian Garden of rare quality and its high status has been formally recognised as such. Its restoration took place in two phases and cost about £800,000, a large investment. Its historical contribution to Saffron Walden is considerable and its full potential to the community has yet to be achieved. It is essential that any new administration properly recognise its rare qualities and maintain the garden in a sensitive manner conducive to its unique historic qualities. It is not a municipal park.

Necessary horticultural tasks. The remedial horticultural tasks set out below in this report need to be undertaken without delay. I particularly and strongly recommend the gardeners attend to the general point raised concerning attention to detail in the formal parts of the garden. I have been pleased to observe that a number of the tasks identified have already been undertaken. It is recommended that the new administration carry out an annual monitor to identify any outstanding horticultural tasks that need undertaking so as to maintain horticultural excellence.

Existing management plans. I consider the management plans are adequate and fit for purpose and provide the necessary useful guidance, subject to management advice in respect of the greenhouses being drawn up. The Head Gardener accepts the general content of the existing Management Plans subject to necessary variations brought about by unforeseen circumstances.

Volunteers. It is important from a number of considerations, both social and practical, that The Friends of Bridge End Gardens and volunteers continue to contribute to the upkeep of the garden. However it needs to be recognised their contribution can change and their role and the tasks they undertake should be geared so as to provide additional finesse. It is recommended that an exercise be undertaken to see if any efficiencies, particularly in respect of the gardener's supervisory time of volunteers, can be achieved.

Staffing levels and future management. All parties accept that two gardeners are essential to undertake the horticultural tasks so to maintain the necessary high standards. With my long association with the garden, I know this number cannot be reduced and consequently consider there is no meaningful opportunity for the existing gardeners to take on significant horticultural tasks elsewhere in the town. Furthermore and for the reasons expressed elsewhere, I consider it essential that the gardeners continue to be permanently based at Bridge End. Against this background I also recommend an exercise be undertaken to assess the general efficiency of the gardeners time including their 'office time' and 'visitor time' to see if any efficiency can be introduced in these respects.

Equipment and correspondence. Most equipment is in good condition but several key items used most extensively are in need of replacement at a total cost of about £5,000. There are many volumes of correspondence including newsletters that relate to the garden and its two phases of restoration. This should be

transferred to the new administration who may wish to sort it and retain selected elements as a useful data base.

Lease and byelaws. Principally in the interest of securing and maintaining the integrity of the two phases of restoration recently undertaken, it is recommended that the lease be redrafted to incorporate points set out elsewhere in this report. Having taken legal advice, the existing byelaws cannot be transferred across from UDC.

Value existing statues and seats. The approximate replacement value is considerable. Damage from vandalism is declining but still occasionally occurs. Insurance arrangements will need to be considered. Whenever damage happens it is essential to undertake repairs immediately.

**Introduction.** Agreement in principle has been reached between Uttlesford District Council (UDC) and Saffron Walden Town Council (SWTC) for the latter authority to take over the maintenance of the garden. The matter was considered by UDC's Environment Committee on 15 September 2009 who resolved, inter alia, to approve the principle of assigning the lease and transferring the responsibility of the maintenance of the Garden to SWTC.

The agreed scope of this report is to:

1. Describe the condition of the garden and identify any remedial measures to achieve perfection and draw up an inventory of its buildings, statues and seats.
2. Consider the adequacy of existing management plans.
3. Consider the role of volunteers.
4. Consider existing staffing levels and future management by SWTC.
5. Consider adequacy of existing equipment and any replacement costs/correspondence.
6. Consider the existing lease and byelaws.
7. Value existing statues and seats and selected structures.

The author of this report was Restoration Manager for both stages of restoration whose account entitled: *'Bridge End Garden Saffron Walden Creation and Restoration'* is a reference with information of an historic and practical nature.

In order to provide this information I have discussed the matter with the following persons:

1. UDC Officers, including the Director of Operations and the gardeners.
2. The Town Clerk, SWTC.
3. Both the Chairman and previous Chairman of the Friends of Bridge End Gardens (Friends).
4. Richard Ayres MBE, former Head Gardener of Anglesey Abbey who provides independent horticultural advice to the Friends.
5. Tony Fry, a principle trustee whose family connection links him with Francis Gibson, the original creator of the garden in the 19<sup>th</sup> century.



Brief summary of discussions with above parties.

The Director of Operations advised that Members of UDC at their Environment Committee meeting on 15 September 2009 resolved to approve in principle the proposal to assign the lease and transfer the responsibility for Bridge End Garden, together with equipment materials and assets to Saffron Walden Town Council and that the owner was enthusiastic about the proposed transfer.

The Head Gardener advised that he was happy with the proposed transfer. He also advised that he considered two gardeners were required to undertake the proper upkeep of the garden and that the annual budget was adequate subject to it being increased as necessary in line with inflation. He considered the existing equipment to be adequate, identified one additional item required and pointed out some existing equipment was ageing and would need replacing in time. He accepted the broad content of the existing management plans and agreed it would be advantageous to draw up advice concerning the greenhouses and their management. He referred to the good relations he had developed with the volunteers and the Friends and their advisors. He accepted the specific improvements and general principles to horticultural practices we discussed, many of which have subsequently formed part of this report.

The Town Clerk advised that his Members were cognisant of the gross cost as set out in Appendix 3 when they agreed the principle of taking over the running of the garden but as expected he noted that 'no Council can bind its successors'. The Town Clerk also recognised its historic importance and accepted that 2 gardeners were required to maintain its proper upkeep. He advised that the Town Council during the first year of their administration would not introduce any changes and intimated that if additional resources were needed during peak periods, these would be considered.

The Friends principle concern was that the proposed transfer would not in any way impoverish the quality of the garden. They considered that improvements to its upkeep could be made and broadly agreed with the main horticultural remedial measures that have subsequently been incorporated in this report. They advised they would continue their interest in and dedication to the garden and would continue to support and provide assistance and horticultural advice. They acknowledged their role was advisory and that they had no executive role and underlined their assistance needed to be regarded as an additional resource.

Richard Ayres principle consideration was that greater attention should be paid to achieving overall neatness and tidiness, particularly in the formal parts of the garden such as the Rose garden and the Dutch Garden.

Tony Fry, the principal trustees main concern was to ensure that the restoration work as carried out was maintained in an appropriate condition, commensurate with its high status as a grade II\* listed garden. He is enthusiastic concerning the proposed transfer.

## **General and Legislative background.**

The Garden is currently owned by trustees of the Fry family and the content of the lease is briefly considered later in this report.

There is general agreement by all parties that the proposed transfer is generally welcomed. Local ownership and responsibility is seen as an advantage provided sufficient resources are available.

The current gross annual expenditure is nearly £55,000, most of which is accounted for by the salaries of the two gardeners.

The garden currently employs two full time gardeners, supported by an effective range of mechanical equipment, some of which will need replacing shortly. In the past maintenance has been carried out with insufficient staff and minimal support and equipment. On one previous occasion maintenance was undertaken for several years by outside contractors which proved highly unsatisfactory.

The Garden had fallen into a state of complete disrepair and dereliction and has recently been restored in two stages. The first stage related to the main part of the Garden (all areas excepting the Walled Garden) and was carried out in 2003-2005). The second restoration relating to the Walled garden was carried out in 2007. Restoration funding was received from a number of partners including the Heritage Lottery Fund (HLF). Each grant from HLF is subject to a separate 10 year contractual condition and HLF's consent would be required to any change of grantee. HLF's consent may also be required during the relevant contract period for any material change to the approved plans. Minor amendments to planting schedules would not require consent but if in doubt the matter should be checked with HLF (telephone 01223 224878)

The Garden is Listed Grade II\* on English Heritage's published list of Parks and Gardens.

A number of structures are listed and these are identified in the inventory at Appendix 1. Whilst like for like repair to them do not need consent, other works may need permission. The Conservation Officer at UDC is available to provide advice on these matters.

The site falls entirely within the Saffron Walden Conservation area and is subject to this aspect of planning legislation. Some works undertaken by Local Authorities do not require consent but the need or otherwise should always be checked.

Some works to trees within Conservation Areas need to be notified to UDC for consideration and advice on this matter is available from UDC's Landscape Officer as may be necessary.

The garden is used for occasional social functions such as plays and other events such as the 2009 drawing day. These events attract increasing numbers.

UDC makes parts of the garden, principally the walled garden, available for private hire at agreed tariffs and there is no reason why this should not continue. Parts of the garden are popular for the taking of wedding photos.

The main part of the garden is open to the public at all times, free of charge (except for one day a year). The walled garden and maze is generally open to the public during normal working hours. The maze also opens to the public at weekends on a seasonal basis, courtesy of the Friends who open and lock it during selected periods and times. Visitor numbers have increased in recent years although numbers are not monitored.

**Main considerations.** Bridge End Garden has special landscape qualities whose care and maintenance have particular requirements. In considering this transfer it is essential that the new management recognise that the garden is very special. The manner in which it is maintained is of critical importance needing dedicated staff who understand its rare historic importance, the quality of its buildings and the very different landscape function each of its many individual component landscape elements performs. The garden and its maintenance must not be considered as if it were a municipal park.

It is essential that sufficient staff, supported by effective mechanical gardening equipment, is provided. It is considered that the garden cannot be properly maintained with less than 2 gardeners, the number currently employed. Richard Ayres who was consulted on this point agrees with this conclusion. The author of this report, who has seen lesser numbers employed and different contractual arrangements fail in the past, considers that two gardeners can undertake the work but that such a number would be unable to undertake meaningful additional gardening responsibilities elsewhere in the town

**General public perception.** The garden is held in high regard by the visiting public, many of whom come from overseas. A visitor's book in the Summerhouse is provided. Only two recent negative comments were noted, namely 'not good for disabled' and 'not enough seats'.

Others such as 'beautifully kept', Saffron Walden must be very proud', 'A real treasure', 'a little oasis,' 'peaceful', 'beautiful', 'lovely', 'amazing' and 'the garden gets better and better' abound and were noted in relation to 2009.

**1. Condition of Bridge End Garden.** A survey of the garden was undertaken on 22 and 23 September 2009. These findings are set out in detail at Appendix 1.

It is considered the garden and its buildings, statues and other structures are in general good heart and sound condition and the sentiments as expressed by the general public are generally supported by the author of this report. The public comment regarding the garden getting '*better and better*' is particularly germane because landscapes need to mature and develop over time. This restoration is generally no more than 5 years old and the process of maturity is continuing. The gardeners are to be complimented on the improving condition of the maze

hedge, a most difficult and time consuming achievement, the general condition of plants, buildings and statues, other topiary work and box edges.

However there are several aspects that could be improved and these are summarised below.

- Visitor car parking area beyond walled garden. This area is generally untidy and gives a poor initial impression. It is accepted that debris and horticultural arisings such as yew clippings and branches, need to be transported off site from time to time but the necessary containers are unsightly and occupy parking spaces. The area is in need of a general tidy up. Outside the long wall that separates the garden from agricultural land beyond there is a problem of self set sycamore trees that regularly need removing (with the land owners consent) if damage to this wall is to be avoided.
- The Walled garden. It was noted that several areas used for general storage were untidy. Of particular note were plant boxes and equipment, such as long lengths of hose pipe, stored on the gravel paths surrounding the greenhouses that detract from the architectural qualities of these buildings. The area to the rear of the toilets is a difficult space to maintain and would benefit by a general tidy up and the placing of a wooden gate attached to the toilet block that would both provide access to and hide the area from public view. Heavy precipitation in 2009 had caused the collapse of soil above the remains of a Victorian well/pump system internal to the Orchard House. This is in need of early resolution so the Orchard House can be made available to the general public. One damaged stork statue in temporary storage needs repair and return to original location.
- The Wilderness. This area next to the Dutch garden has always been problematic and the landscape solution as implemented may need reconsideration in the future. Should a decision be taken it is recommended that a comprehensive proposal be properly considered and drawn up by a landscape architect. As part of this revision it is suggested additional yews be planted to form a more defined 'tunnel' the remains of which the author can recall many years ago. Such action should have formed part of the restoration and would be more historically accurate than the current solution. In the interim clear delineation of the paths and trimming of both boundary hedges would assist. Also it is strongly suggested that the commemorative plaque (albeit small and relatively insignificant be removed) and as a matter of general principle the policy of denying plaques be adopted throughout the garden (many such requests were denied during both periods of restoration).
- The wildflower meadow next to Borough Meadow. This looks untidy and unkempt and gives a poor impression on one of the main approaches. A solution involving Victorian varieties of appropriate species of spring bulbs would provide a solution that would be more acceptable.

- Boundary to Maze. One small area is susceptible to unauthorised entry and wire fence in this location is urgently in need of repair. Additional planting to front would be beneficial.
- The two decorative murals in the summerhouse were removed in 2008 because it was considered their deteriorating condition warranted such a course of action. It is now acknowledged that temperature and humidity in the building has improved. The murals are a very important part of the restoration and significant effort and expenditure has been expended. They are part of the garden and should be on display. Subject to further discussions it is strongly recommended they be returned as soon as appropriately possible.
- Others. Repairs to a culvert at Castle Street entrance need effecting to overcome a Health and Safety problem. Clear approach paths to sheds at Jacob's well of vegetation, remove tarpaulin on which soil has been stored, restore and repaint blue replacement door and undertake weeding opposite bamboo area nearby. Undertake edging and weeding to Rose Garden. Replace decorative planting to parterre at Poet's Corner. Repaint front elevation of Pavilion. Remove dead yew stumps, particularly those near Eagle gates. Replace filter to Dutch Garden fountain to return it to working order. Replace inappropriate 'pinks' in Dutch Garden. Reduce height of selected shrubs and allow additional light to border adjacent long yew hedge, main lawn area. Restore stork bird on plinth outside maze gates and remove visually disruptive tape as a priority.

On a general point it is important that the principles of the restoration, both in relation to restoration and soft and hard landscaping, are maintained. There can be no significant deviation from the original proposals. Dependant on fact and degree and timing, HLF's consent may be required if significant changes are planned.

The Friends appoint Richard Ayres MBE, former Head Gardener of Anglesey Abbey to undertake occasional visits, at which times his advice and extensive horticultural knowledge is shared with the Head Gardener. All parties consider this to be of considerable value and the Friends have advised they will continue to financially support it. Richard strongly held view is that the essence of a Victorian garden is its attention to neatness and perfection. My similarly held opinion expressed more plainly, relate to maintaining good condition of grass and grass edges, neat topiary, keeping planting areas and above all else, paths, free of weeds. This care and attention is particularly relevant to the more formal areas of the garden such as the Dutch Garden and the Rose Garden.

Annual monitor. This exercise has identified a number of horticultural tasks that needed to be undertaken at the end of 2009. Most tasks are modest and require limited resources to be carried out. In order to main the necessary high standards it is recommended that the new administration undertake an annual monitor to identify any similar horticultural tasks that may be necessary in the future. The time taken to undertake such an exercise will be very modest indeed and would

be very beneficial in ensuring high standards of horticultural excellence are maintained.

*Summary.* The detailed horticultural tasks set out above need to be undertaken without delay. I strongly recommend the gardeners attend to the general point concerning attention to detail in the formal parts of the garden. I have been pleased to observe that a number of tasks identified above have already been dealt with minimal effort and minimal delay by the Gardeners or by the Friends on their September gardening day. I recommend that SWTC undertake an annual monitor and identify outstanding horticultural tasks so as to maintain the necessary high standards of horticultural excellence.

**2. Adequacy of existing management plans.** The management plans drawn up in association with the both the phases of restoration are shown at Appendix 2.

They were drawn up by professional landscape architects and required as part of the HLF submission. Their contents were shared with the author of this report who was acting as Restoration Manager on both occasions and who made a number of suggested alterations/additions at the time that were incorporated. The management plans set out the different methods of maintaining the various grassed areas, the maintenance of shrub borders, the maintenance of the rose garden, herbaceous planting, maintenance of hedges and topiary and trees. Additionally there is advice on general matters and a maintenance programme. The all year management plan for the Walled garden defines the necessary horticultural operations associated with the fruit trees and ornamental vegetables but omits to offer detailed advice in respect of fruit trees in the Orchard and Citrus houses.

One general aspect of the Management Plan concerns Health and Safety relating these to the Council's existing procedures. Existing Risk assessments have been carried out and are in place in relation to various tasks carried out within the garden. The Town Council will need to consider their adoption. Chemicals are kept in a separate secure environment. The Head Gardener advises he keeps a general diary of the key events in the garden, as recommended.

*Summary.* I consider the management plans are adequate and fit for purpose and provide the necessary useful guidance, provided management advice in respect of the fruit trees grown in both greenhouses is drawn up. The Head Gardener's views were sought and he accepts the general content of the existing Management Plans subject to necessary variations brought about by unforeseen circumstances.

**3. The role of volunteers.** One important aspect of the success of the application for Heritage Lottery funding was its 'social dimension' and success in involving the community. Currently a number of social partners are involved. At local level there are several long standing regular volunteers whose assistance is

much valued. The Friends assist on a regular monthly basis and are influential in their active and financial participation which has been considerable over the years. The Friends are knowledgeable about the history and design of the Garden and several individuals assume responsibility for maintaining parts of the garden.

Additionally the 'Wednesday Club' a local disadvantaged group assists on most weeks during the year. A local school runs its gardening club on site on a weekly basis, mainly in summer school time. 'Community Service' and 'Young 'Offenders' groups also participate.

It is important that volunteers continue to work at the garden and for their participation to be socially beneficial and rewarding to themselves. I know from personal experience how worthwhile this has been to some voluntary participants of various age groups. Some volunteers need very little supervision whilst others require more. With the limited staff resources available (see below) it important for the gardeners to balance the time spent on supervising volunteers, bearing in mind the demands on their time needed to maintain the garden to the high standard it demands. The precise amount of time the gardeners spend in this supervisory role can only be estimated. It would therefore be useful if the Head gardener could accurately assess the time spent in this respect and see if any efficiencies or greater delegation to participants could be introduced

*Summary.* It is important from a number of considerations, both social and practical, that volunteers continue to contribute to the upkeep of the garden. However it needs to be recognised that the level of their contribution can change and their role and the tasks they undertake should be geared so as to provide an addition resource and additional finesse. An exercise to see if any efficiency can be achieved, particularly in respect the gardener's supervisory time, is recommended.

**4. Staffing levels and future management by SWTC.** Appendix 3 contains a schedule of maintenance and associated working time that concludes the number of staff required is 1.84 that effectively translates into two persons. This exercise was conducted in 2005 in association with the first phase of the restoration but took into account the maintenance required for the walled garden prior to restoration.

The Appendix also contains a short paper entitled 'Phase 2 Restoration Workload Implications' which concluded that the modest increase in workload associated with phase 2 could be carried out within the capabilities of existing staff and equipment. This view continues to be shared by the author of this report, the Head Gardener and Richard Ayres.

Finally Appendix 3 provides an extract from UDC's 2009/10 budget showing that annual gross expenditure is approximately £55,000 which the Town Clerk acknowledged his Members took into account when agreeing the principle of administering the garden.

Whilst there are recognised peaks and troughs in gardening activities due to seasonal considerations it must be recognised that the efficient work-time of two gardeners are required year round and there is no opportunity to reduce their working hours at the garden to undertake other significant activities elsewhere in the town on a regular basis if the existing standards are to be maintained and indeed as recommended, improved.

In similar vein to the exercise recommended to determine the impact of supervisory time, the new administration could usefully assess whether any other efficiencies of the gardeners' time could be achieved including their 'office time' taken to administer the garden and the time taken to deal with issues raised by visitors and answer their questions. I know from personal experience how this can detract but also recognise the value; the essential consideration is that a proper balance must be struck so that essential time needed for the maintenance of the garden is not lost.

Furthermore it is important that the gardeners are based on site to manage the volunteers, to act as a deterrent to vandalism and to inform the general public as is necessary from time to time. Contracting gardening services out has been tried in the past and did not work. The central message is that this garden is has very special characteristics that need intimate knowledge, loving care and commitment and such requirements cannot be provided by contracting horticultural work out.

The potential of raising plants at the garden for other locations in the town run by the Town Council was raised. This is considered inappropriate on two counts. Firstly there is the issue of work load and secondly it is considered that such an activity involving new planted areas would detract from the approved design concept of the Walled garden.

*Summary.* All parties accept that two gardeners are required to undertake the necessary tasks to maintain the necessary high standards. With my long association of the garden, I know this number cannot be reduced and consequently consider there is no meaningful opportunity for the existing gardeners to take on significant horticultural tasks elsewhere in the town. Further more and for the reasons expressed above, I consider it essential that the gardeners continue to be based at the garden. I also recommend an exercise be undertaken to assess any other efficiencies of the gardeners' time including their 'office time' and 'visitor time' to see if any efficiency can be introduced in these respects.

**5. Adequacy of existing equipment and replacement costs/ correspondence.** Appendix 4 details this information and has been agreed with the Head Gardener. There are several key items that are now approaching the end of their trouble free life and should be considered for replacement. These are the Westwood tractor mower grass collector, the tipper trailer and the Harrier rotary mower.



Correspondence. There are many volumes of correspondence stored in UDC archives. These include files that predate the restoration and newsletters and other detailed correspondence associated with the Heritage Lottery Fund and the two phases of restoration. This should be transferred to SWTC who may wish to sort through it and retain selected elements as a useful data base.

*Summary.* Most equipment is in good condition but several key items used most extensively are in need of replacement at a total cost of about £5,000. Existing correspondence should be transferred to SWTC

**6. Lease and byelaws.** A lease dated December 1999 is supplemental to a lease made in September 1986 and extends it until 2036. The area of land covered by the lease includes the main areas of the garden including the entrance from Bridge Street and a narrow plot running parallel to and beyond the kitchen garden wall where the main entrance gate exists. The lessees enjoy access for all purposes from Bridge End and access by foot from Castle Street. It is understood that the intention is to assign the existing lease but I draw attention to the fact that the lease as drafted, contains obsolete clauses concerning the felling of trees, keeping the garden in 'reasonable' condition and the Walled garden 'well manured'. Importantly there is a clause concerning the regular employment of a 'competent gardener' and as set out elsewhere in this report one gardener could not possibly cope. Any replacement clause will need careful consideration so as to be acceptable to all parties. The existing lease also allows the Walled garden to be sublet and requires the garden be closed on Christmas day. The principle of the former clause is now obsolete and whilst the principle of the latter clause is understood, the Head Gardener properly advises the specific date causes inconvenience to staff.

To ensure the appropriate level of protection for the garden's future it would be best if the lease is redrafted and accommodates the above points and contain a clause to the effect that the restoration as undertaken in phases 1 and 2 be maintained without significant variation and that all statues and seating, murals and other hard landscape features including those purchased as part of the restoration remain on site and not removed from the garden.

**Byelaws.** At the time of restoration new byelaws were drawn up by UDC. On legal advice provided to me, it will not be possible for them to be simply 'transferred across' from UDC. The Town Council will need to consider their content, make any necessary amendments and take the appropriate legal steps to introduce enforceable new ones.

*Summary.* Principally in the interest of securing and maintaining the integrity of the two phases of restoration recently undertaken, it is recommended that the lease be redrafted as set out above. Existing byelaws cannot be transferred across from UDC.

## **7. Value of existing statues and seats and selected structures.**

The approximate replacement value is set out in Appendix 5 as requested by both parties. The total value is considerable. Damage from vandalism has

declined considerably when judged against the pre- restoration period but nevertheless, it still occasionally occurs. Most statues and seats are scanned by the security cameras. The judgement as whether or not to insure against vandalism (if this is possible) can only be made following discussions with the insurers and assessing the cost of premium against the declining incidences of vandalism. The essential point is that whatever financial arrangements are made it is so important to undertake any such repairs immediately these become necessary. To leave them for protracted periods would be an invitation for further damage.

**Appendices follow.**

## **Appendix 1. Condition of Bridge End Garden, recommended remedial measures and inventory of hard landscape features.**

This analysis was carried out as spot surveys on 22 and 23 September 2009. The year 2009 had been a difficult one for gardening with variable weather conditions. For example, particularly heavy precipitation had caused significant damage to path surfaces and was sufficiently extreme to cause a collapse to the soil within the Orchard House above the remains of a Victorian pump/well system.

### **Kitchen Garden.**

*Gardeners shed area.* The Gardeners shed contains a security camera control unit and processor attached to a desk lap top PC that performs other functions. Images taken by the cameras remain for about 30 days. The shed contains basic seating, shelving, electronic monitoring for the security cameras, general storage and basic equipment to provide drinks and warm food, including an electric micro wave and kettle. Adequate heating and lighting is provided. A raised metal water butt located outside the building collects water from its roof. The building although basic is weather proof and warm and in good general condition. Nearby is a canvas storage area in good general condition, containing a range of equipment and materials screened by maturing hedge of decorative vegetation.

*Long Border.* Well maintained. No unacceptable levels of plant failures or profusion of weeds. 14 no. miscellaneous fruit trees on stretched wires affixed to wall. One no. fruit tree missing and needs replacing. Yew hedge shielding gardeners shed and box edging to front well maintained and in good condition.

Inventory of hard landscape features. Grade II Listed wall repaired both sides as part of 2007 restoration and in excellent condition with original date plaque. Some self set sycamores beyond garden and immediately adjacent to wall continue to survive and with landowners consent, these need removing on regular basis to prevent long term damage to wall. Plant theatre with wooden trellis work and York stone base to front manufactured locally and provided as part of 2007 restoration and in excellent condition with modest but well maintained autumn display. 2 no. beehives donated in 2008 in good condition. 1 no stone statue of damaged stork temporarily placed on border near maze entrance - needs immediate repair and returned to original position in Maze.

*Fragrant border.* Well maintained. Some plant failures. A small area of weed profusion near toilets exits together with an unacceptable profusion of nettles to rear of toilets. This latter area could benefit by placing a wooden gate to shield this area from public gaze and maintaining it as an outside storage area. 2 no. fig trees and 22 no. cordon apples supported by stretched wires affixed to wall. Lavender border to front. In overall moderate condition but in need of minor attention as specified above.

Inventory of hard landscape features. Maze door original to garden, in fair condition – minor repair works needed. Grade II listed wall in good condition, area above maze entrance stabilised as part of 2003-2005 restoration. 19<sup>th</sup> century bust of Lord Byron (not original to garden) but in original niche above maze entrance and in good condition. Contemporary oak shelter with lead roof and seat with sawn York stone base and decorative York stone and gravel approach, provided as part of 2007 restoration on footprint of original, long since gone. In excellent condition. Contemporary wooded seat in shelter in good condition. Metal display board in good condition.

*Boundary with main lawn.* Yew hedge untrimmed as yet 2009. Hedge continues to improve significantly over condition at start of restoration in 2003. It is protected by deer fencing in good condition to lawn side.

Inventory of hard landscape features. 1 no. 19<sup>th</sup> century wrought iron seat purchased 2007 on York stone base. 2 no. stone balls on plinths. 1 no. metal information board. Original entrance gate to lawn area restored and in good condition.

*Southern wall.* 1 no. cherry and 8 no. redcurrant and gooseberry cordons in total trained on wires affixed to wall. Rhubarb collection with labels. Hedging and edging in good condition. Storage area and area to front of green access gates very untidy. Some inappropriate arisings in compost bay and to rear of compost bays.

Inventory of hard landscape features. Repaired Grade II listed wall in good condition. Entrance gates painted Brunswick green also in good condition. Compost bays with oak support posts in good condition. 5 no. original Rhubarb forcers purchased in 2007 in good condition although protective material that has selectively been applied is unnecessary and should be removed. 1 no. contemporary seat in good condition.

*Central pond area.* Planting in general good condition with box edging. Pond habitat of ecological importance with Great Crested newts, a protected species.

Inventory of hard landscape features. Original fountain to centre of pond in good condition and working order. 4 no. wooden contemporary benches. 12 no. decorative iron pillars supporting rose chain swags provided as part of 2007 restoration. 4 no. stone balls. All in good condition.

*Grass quadrants, path network and greenhouse plants.* Grass in improving condition and generally well maintained. Paths in general good condition with minor attention to weeds required. 40 no. maturing apple trees being trained on metal post and wire supports, all in good condition. Quadrant near toilet contains 1 Scots pine, 1 Medlar, 1 Black Mulberry, 1 Quince, 1 Crab apple and 3 no. Walnut trees. I raise a question mark regarding historical and visual appropriateness of use of woodchip as weed suppressant. One greenhouse contains 17 no. citrus plants in pots, the other 15 no. mixed fruit trees in pots. 2009 saw problem of Red Spider, now under control. No management plan

exists for greenhouses but one is needed. Storage of miscellaneous items on gravel surrounds to greenhouses detracts from appearance and needs resolution.

Inventory of hard landscape features. 2 no contemporary Alitex metal greenhouses on brick base walls designed in a Victorian style. Automatic ventilation to both and heating system in citrus house. Both in good condition. Small part of earth surface internal to Orchard House collapsed following flash flood in 2009, exposing remains of Victorian pump and well. No damage to greenhouse structure – needs immediate resolution to allow public access.

### **The Maze.**

*The Maze puzzle.* The yew hedge is in good general condition and its appearance from the viewing platform is improving all the time. Internal paths are also in good condition and generally weed free. Grass at centre to maze is worn by pedestrian traffic and gravel edge poorly defined in places. Suggest redefinition of edges and grass replacement on ongoing basis.

Inventory of hard landscape features. Shelter incorporating seat –wood with tiled roof in good condition, not original to garden but designed and built as an interpretation of the original from archaeological evidence. The Shelter has been erected on original base in part. Original stone approach path exists in part. 19<sup>th</sup> century urn near shelter is in good condition, not original to garden. 3 no decorative 19<sup>th</sup> century stone pinnacles of French origin with missing finials, not original to garden. 2 no. gargoyles, probably 16<sup>th</sup> century in poor condition with missing features – not original to garden. In centre of Maze 1 no. replacement metal viewing platform (steps in need of repainting), 1 no. stone contemporary obelisk by Hamish Horsley, 1 no. contemporary stone seat partly funded by the Friends and 3 no. stone balls, reflecting image of an early photograph but not original to garden. All in good condition.

*The Maze surround.* Boundary hedges in general good condition although one area particularly on boundary with cricket field is vulnerable to unauthorised entry and in urgent need of repair. Pleached Whitebeam feature and fernery adjacent to wall are in good heart. Elsewhere other planting and grassed areas are in good condition. Paths generally weed free with few exceptions.

Inventory of hard landscape features. Wall with contemporary plaque in good condition. Tiled area near entrance to Walled garden is heavily restored with some original features defined by contemporary metal post and wire surround. Also within this area is a decorative urn, believed to be original to garden, formerly in an unknown original location. Nearby is security camera on metal pole in working order. Also nearby are 2 no. 19<sup>th</sup> century stone statues, being a sphinx with female head and a feline beast, both in original locations but purchased as part of restoration and not original to garden. Adjacent to wall- 1 no 20<sup>th</sup> century Vicenza stone seat donated by the Town Council. Elsewhere 2 no. supports to original maze (discovered after replacement viewing platform was erected) and one decorative stone feature in fernery. All in good condition.

The Maze gates, piers surmounted with 2 no. stone balls and steps are listed grade II and original to garden with exception of the 2 no. 19<sup>th</sup> century gothic revival gargoyles by Thomas Gayfere purchased to replace original griffins that had disintegrated. All are in good condition. Paths edged with metal or alternatively by wood in good condition.

### **Toilet area.**

Inventory of hard landscape features. Brick building with felt cover to roof and security camera affixed scanning walled garden. Internal provision is 1 no unisex toilet and 1 no. disabled toilet each served by electricity and fitted with toilet, hand basin, hand dryer, towel dispenser, soap dispenser and rails. The disabled toilet also contains a changing table, an emergency alert chord and the cleaning storage cupboard. Also is storage shed for hand tools with electrical supply and toilet fuse box. Access is provided by concrete path. Metal railings, erected in 2005, provide the boundary with the walled garden. Access gate from main lawn is restored and original. All are in good condition.

### **Bridge Street entrance.**

Planting in fair condition with no evidence of weeds to main planting areas. Land adjacent Don's Coaches building needs attention and new ground cover landscape solution. Groupings of Berberis Thumbergini plants need examination to ascertain if replacements necessary. This area is currently maintained by the Friends.

Inventory of hard landscape features. All walls repaired /rebuilt in association with restoration. Wall adjacent to stream includes removable flood control barriers. All walls are in good condition. Bridge Street entrance gate with plaque above is original to garden and in good condition. Metal board displays byelaws.

### **Castle Street entrance.**

*From Castle Street to residence.* Planting including box edging is in good health and no evidence of weeds. This area is currently maintained by Friends.

Inventory of hard landscape features. Wrought iron entrance gate is original to garden and in good condition. Boundary walls in good condition. Path in reasonable condition apart from a small section of collapsed culvert in urgent need of repair.

*From residence to Garden entrance.* The area between path and buildings on boundary is a mixed deciduous and coniferous spinney whose main practical purpose is to hide the adjoining unattractive buildings from view. Its natural appearance should be maintained and any temptation to introduce topiary here would be inappropriate. The appearance of the 'wildflower meadow' between the path and Borough Meadow is unacceptable and its future needs reconsideration. It looks untidy and unkempt and gives a poor impression on one of the main approaches. A solution involving Victorian varieties of spring bulbs such as daffodils would provide a solution that could be more acceptable.

Inventory of hard landscape features. Wrought iron fence defining boundary with Borough Meadow is original to garden and repaired in association with restoration and in good condition. Metal board displays byelaws. Access path is in fair condition but would benefit from clearer definition with adjoining areas. Garden entrance wall and wooden gate original to garden and repaired and restored and in good condition.

**Jacob's Well area.** Planting is generally in reasonable condition although approach paths to sheds need to be cleared of vegetation and moss. Good topiary developing and box edging well maintained. An area between Jacob's well and the Rose garden needs clearing of a tarpaulin on which soil has been stored that detracts from the areas appearance. Ivy needs removing from wall before becoming established and potentially problematic. Some weeding beyond blue exit gate needs undertaking.

Inventory of hard landscape features. Walls are in good condition having been repaired and provided with new piers during restoration. Plaque dated 1814 in good condition and original to garden. Jacob's Well itself is in good structural condition. 19<sup>th</sup> century metal seat, not original to garden is in good condition and was donated by the Friends. Blue exit replacement door in original frame is in reasonable general condition but in need of minor repair and a repaint. The condition of paths and adjoining retaining wall to former 'well' is generally good. Original brick building now used for storage is in sound condition and subdivided into two units with original doors, both with electrical supply and lighting to each. One shed is used by the Friends for storage of hand tools and the other for garden machinery, other equipment and some original pots and other historic items of little importance.

**Rose Garden.** Planting in good condition and rose plants are generally disease free, although some black spot noticed. Grass is in good heart although importantly cutting, weeding and edging were very necessary on date of survey. The formality of this area demands that particular attention to edging and grass cutting by cylinder mower will be necessary to achieve the desired results. Roses are well trained on circle of arched supports.

Inventory of hard landscape features. 19<sup>th</sup> century metal archer statue on stone pedestal central to Rose garden is in good condition having been extensively repaired during restoration, original to garden. Rose support arches, probably original to garden, were extensively repaired during restoration and are in good condition.

#### **Poet's Corner.**

Hedge that was seriously neglected at time of restoration needing significant dead wooding and reduction in bulk, is now recovering to original design concept. Wells cut in top to allow light to promote growth to internal yew hedge faces.

Parterre in good condition. Herb plants missing and replacement recommended with appropriate decorative perennial planting.

Inventory of hard landscape features. 19<sup>th</sup> century statue, possibly of Calliope (mythological muse of poetry), original to garden is in good condition. Enclosing wall in good condition as are metal railings (not original to garden) that form other enclosure.

### **Dutch Garden.**

Parterre in good condition. Irish yews recovering well from severe lopping undertaken at time of restoration and will shortly be capable of reshaping to original concept. Other planting internal to parterre and elsewhere is in general good condition although Head Gardener advises it is his intention to replant part of the long border. Yew hedge separating Dutch Garden from the Wilderness is beginning to develop back to original form although some plants used to gap up need encouragement to fulfil original concept of providing clear separation between the two areas. One element of parterre planted with replacement Pinks, a species that is inappropriate and need replacing. Grass generally is in reasonable condition but would benefit hugely from edging and redefinition, particularly around the central pond. The formality of the Dutch Garden and its high status requires the very best of attention to issues such as the maintenance of paths and clear definition of edges and paths. Such precise geometry requires absolute neatness and clarity of definition. Dead yew stumps near Eagle Gates need removing.

Inventory of hard landscape features. Red brick pavilion with lead domed central cupola and wooden floor, a grade II listed building, is in good condition following full restoration. However it would benefit from repainting entrance surrounds. Cast iron entrance gate not original to building and was provided by trustee at an earlier date. Internal to building are 19<sup>th</sup> century metal seat, not original to garden and contemporary 'picture window'. Drawing commemorating first phase of restoration affixed to internal wall together with an interpretation board. Nearby flight of 3 no. restored steps, original to garden surmounted by 2 no. composite stone urns probably early 20<sup>th</sup> century, not original to garden. Entrance to Dutch Garden provided by ornamental iron gate and piers surmounted by stone eagles, one with wings spread, one with wings folded, original to garden and in good repair - listed and designated grade II. Modern railings, not original to garden, extend either side of piers to enclose Dutch garden and are an interpretation of what might once have existed. Gate provides disabled access near balustrated wall. Nearby is 19<sup>th</sup> century wrought iron seat, original to garden, restored. All are in good condition. Wall forming boundary with Borough Meadow contains 5 panels of balusters, original to garden although heavily restored and in good condition.

Central pond restored and in good general order although filter to pump needs to be replaced. Fountain statue is 20<sup>th</sup> century cast from 19<sup>th</sup> century mould and not original to garden. Pond repaired and original to garden but with replacement stone surround. Protective steel grill provided for Health and Safety reasons.



Viewing platform restored and in good condition, original to garden. Access to viewing platform provided by flight of 8 no. steps, restored and original to garden and in good condition. Nearby is a metal interpretation board. 2 no. York stone paths in good condition as is gravel pavilion path.

Metal Goose boy statue on base, original to garden and extensively repaired. Wall separating Dutch Garden from Rose Garden is listed grade II and heavily restored over the years. Further repairs were carried out to entrance as part of main restoration. Entrance is defined by piers with stone caps surmounted by ball finials, with Coade stone keystone of moulded female head. Another dated plaque and stone capped ball finial exists to northern end of wall. Wall and associated plaques and decorative features are original to garden and all in good condition.

### **Wilderness area.**

The original landscape objective for this area was to 'create an appropriate approach to the Grotto with thickly planted yew arches enlivened by colour and light'. This has not been achieved. This area is problematic and the landscape solution as implemented may need reconsideration in the future. Should such a decision be taken it is recommended that a comprehensive proposal be properly considered and drawn up by a landscape architect. As part of this revision it is strongly advised that additional yews be planted to form a more defined 'tunnel', the remains of which the author of this report can recall from his many years association with the garden. In the interim clear delineation of the paths and trimming/ additional definition of both boundary hedges would assist. Also it is suggested that the commemorative plaque (albeit small and relatively insignificant be removed) and as a matter of general principle the policy of denying plaques be adopted throughout the garden (many such requests were denied during both periods of restoration).

Inventory of hard landscape features. Grotto with 19<sup>th</sup> century keystone in style of 'Laughing Cavalier' original to garden. In alcove beneath is a 19<sup>th</sup> century stone seat, not original to garden and in good condition. Nearby the metal boundary fencing and gate, not original to garden, is in good condition. Flight of 8 no. steps leading up to lawn area are original to garden but restored and in good condition. Elsewhere 1 no. security camera in good working order.

**Lawn area.** The main lawn area continues to improve although one particular part under the mature Cedar tree, popular for picnics, detracts because of popularity of use and lack of natural rainfall caused by the overhanging branches. Most beds are in general good heart and are developing well following restoration. Shrubs in the border running parallel to the main yew hedge are in need of height reduction and means of introducing additional light to promote growth on this side of the yew hedge should be explored. The general quality ambience is spoilt by coloured tape placed around damaged statue outside maze gates (see below), the resolution of which is a matter of priority.

Inventory of hard landscape features. Balusters on Pavilion path vista. Stone balusters provided as part of restoration and copies of originals – also 20<sup>th</sup>

century copy of frieze depicting dancing maidens (original currently in store at Council depot, subject to owner request for its return). 1 no. 19<sup>th</sup> century seat, repaired and in good condition, original to garden. 1 no. sundial base, repaired and in good condition, original to garden, metal sundial affixed and not original to garden. Nearby is flight of two steps, original to garden and 2 no. 19<sup>th</sup>/early 20<sup>th</sup> century planters, not original to garden. All are in good condition.

Metal entrance gate from Anglo American war memorial, original to garden and in good condition.

Circular feature outside Maze entrance gates. Stork statue, currently with head missing, not original to garden on base that is original to garden and in good condition. Stork bird affixed but vandalised in 2009 and currently awaiting repair. Whole surrounded by marking tape that seriously detracts. Need to achieve restoration as a matter of urgency.

Metal framed seat with wooden slats adjacent to long yew hedge, not original to garden and stone planter, original to garden, both in good condition. Nearby, beneath Cedar tree is 19<sup>th</sup> century stone base in good condition and original to garden supporting a commissioned metal armillary sphere that is stored on site and brought out and attached on special occasions only.

Decorative urn on plinth outside Summerhouse. Extensively repaired with new intermediate stone support and finial re-fixed to original base. Original to garden and in good condition.

Seat near summerhouse; 19<sup>th</sup> century metal and in good condition, not original to garden but in original position.

Stork on wall pier end – 21<sup>st</sup> century commissioned statue based on fragment of original and in good condition.

Summerhouse. Octagonal plan form, yellow-grey gault brick, lead dome and decorative floor. It is a designated a grade II listed building and was extensively repaired during restoration. Two decorative murals in the summerhouse originally affixed to the walls, renovated, re-lined and re-hung on stretchers in 2005 were removed in 2008 because it was considered their deteriorating condition warranted such a course of action. The temperature and humidity in the building has improved. The murals are a very important part of the restoration and significant effort and expenditure has been incurred. The murals are part of the garden and should be on display. Subject to further discussions it is strongly recommended they be returned as soon as appropriately possible. Other decorative heraldry and lettering has been copied and repainted. A slightly damaged 19<sup>th</sup> century cast iron seat possibly American in origin - not original to summerhouse. An oak contemporary display cabinet exits.

Path metal edged, providing circular walkway around central lawn, is in general good general condition.

Others. 2. no. security poles and cameras are in good working order as is 1 no. fuse box near summer house.

**APPENDIX 2, Management plans.**

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*APPENDIX*

MAINTENANCE PROGRAMME

## BRIDGE END GARDENS, Saffron Walden

### 10-Year Management and Maintenance Plan

*This document should be read in association with Appendices 3A, 3C and 3D. Appendix 3A costs the tree works to be carried out in year 1 of the restoration. Appendix 3C specifies the maintenance schedule and working time. Appendix 3D identifies the direct ongoing management and maintenance costs over a ten year period.*

#### 1.0 MAINTENANCE – GENERAL

##### 1.1 Scope of Work: The works cover the maintenance of the whole of the grounds, including:

1. Grass lawns and meadows
2. Shrubberies
3. Herbaceous borders and beds
4. Trees, both mature and newly-planted
5. Leaf clearance from paved areas and lawns
6. Clearing litter from all areas on a daily basis and following special events
7. Hedge cutting including the maze
8. Pest control, including rabbits and squirrels
9. Paths, including gravel and Tarmacadam
10. Ponds and pools
11. Gritting and clearance of snow from paths
12. A six-monthly review of buildings, structures and path drainage with UDC (works to be agreed following the review).

##### 1.2 Pest Control: The site shall be kept substantially free from rabbits, ~~hares~~, moles and squirrels. Pest control may be carried out by gassing, trapping, shooting or any other approved means. Any damage to planting or grass due to inadequate pest control shall be made good.

##### 1.3 Pesticide: All pesticides shall be approved by the Landscape Supervisor before use. Slug pellets or powder etc shall be approved wildlife-friendly.

##### 1.4 Storage of Oil and Diesel: All oil, petrol and diesel containers, whether full or not, are to be kept in suitable containers. All regulations regarding the storage of inflammable liquid must be observed. If any areas are contaminated by oil or diesel spillage, the contaminated soil is to be dug up and carted away and the area made good.

##### 1.5 Health and safety: All operatives shall be appropriately trained and wear the appropriate safety clothing. All current legislation relating to Health and Safety shall be observed. All operatives shall be fully trained in First-Aid. There will be an annual review of Health and Safety procedures, carried out under the Council's existing procedures. *A monthly check will also be carried out.*

##### 1.6 Hazardous Substances: An up-to-date COSHH register of all materials used shall be maintained. All chemicals shall be approved by the Landscape Supervisor and shall be used strictly in accordance with manufacturers' instructions. All chemicals are to be kept in a locked, approved chemical store.

shall be carried out immediately to all fencing

- 1.7 **Fencing:** ~~All minor repairs to all close-board and metal fencing shall be carried out as required to maintain a secure and tidy site boundary.~~
- 1.8 **Litter:** All extraneous rubbish, which is detrimental to the appearance of the site, shall be removed. This is to include all stones, bricks, debris, paper, confectionery and other wrappings, bottles, cans and plastic containers. This is to include litter from any part of the site.
- 1.9 **Compost Clamps:** Compost clamps ~~and leaf-mould containers~~ shall be constructed at convenient locations around the site, locations to be agreed ~~(see designs attached)~~.
- 1.10 **Arisings - Fallen Leaves and Grass:** All boxed-off grass clippings shall be taken to a clamp for composting. Swept leaves to be taken to leaf mould clamp. Compost to be prepared with the addition of well-rotted leaf mould, and used for digging into plant borders ~~when approved by UDC.~~
- 1.11 **Arisings - Plant material:** Other woody and vegetative material shall be ~~taken to a heap (location to be agreed with UDC).~~ <sup>that can be composted or shredded</sup> No plastics, metal, rubber, paper or other rubbish to be stored in heap. Arisings will be burnt on an approved site Bonfires must be outside the spread of tree canopies and must under no circumstances cause nuisance to the site users or neighbouring residents. Any arisings not burnt shall be transported off site. As resources allow, yew clippings will be made available for cancer research.
- 1.12 **Arisings - Timber:** No timber is to be removed from site without the approval of the Landscape Supervisor. ~~Timber of an appropriate size will be discreetly stacked and made available for fuel on the gardener's woodburner.~~ As an alternative it may be chipped, seasoned on site for a minimum of one year, and used or spreading on planting beds or around trees.
- 1.13 **Other Arisings:** All plastics, metal, rubber, paper or other rubbish to be removed from site.
- 1.14 **Replacement Planting:** <sup>Gardeners</sup> Once a year in the autumn, a defects inspection shall be carried out by the ~~Landscape Supervisor~~ noting significant plant losses or requirements for extra planting. A schedule of replacement planting will be drawn up ~~by the Landscape Supervisor~~ and necessary replacements planted.
- 1.15 **Weather:** Chemical spraying shall only be carried out in still, dry conditions. Grass cutting shall only be carried out when ground conditions are suitable. Any damage to grass caused by cutting, rolling etc when ground conditions are not suitable shall be made good.
- 1.16 **Cleanliness:** Protect areas affected by maintenance operations using boards/tarpaulins. Excavated or imported materials shall not be placed directly onto grass or paths. Works areas shall be left in a clean, tidy condition at completion of any maintenance operations.
- 1.17 **Gardener's Diary:** The Head Gardener will keep a general diary of the gardens noting key events relating to plants, structures and other relevant issues, supported by photographs.

## 2.0 MAINTENANCE OF GRASS

### 2.1 Meadow Grass

- The Maze (externally)
- Castle Street Path

2.1.1 **Objective:** To provide a stand of vegetation comprising predominantly grass species, although up to 25 percent of dicotyledonous plants is acceptable. All noxious weeds such as docks, nettles, thistles, ragwort etc shall be eliminated from the sward. *(nightshade)*

2.1.2 **Mowing Height:** Mowing shall be carried out to maintain the sward length within the limits of ~~75-150mm~~. As many cuts as necessary shall be carried out to achieve this height. *50-100mm*

2.1.3 **Mowing Height – Wildflower Grass along Castle Street Path** Grass containing spring bulbs and herbaceous plants shall be left uncut until at least 4 weeks after flowering has ceased, and not until the leaves have died down. The vegetation shall be cut down to ground level and the arisings removed. Thereafter mowing shall be carried out to maintain the sward length within the limits of 75-150mm. As many cuts as necessary shall be carried out to achieve this height. *and outside walled garden*

2.1.4 **Clippings:** Except in areas of wildflower grass, clippings may be let fly, but shall be distributed evenly over the surface, and at no time shall the layer of clippings be of such a depth that it will affect the growth of the grass sward.

2.1.5 **Edging:** All edges of grass areas against footpaths, trees, fences, hedges, and any other obstruction shall be trimmed and kept neat and tidy, free from weeds and to the same height and condition as the surrounding grass.

2.1.6 **Weeds:** The grass sward shall be spot treated using a suitable approved selective herbicide (glyphosate or equivalent) in accordance with manufacturer's instructions, as many times as necessary to remove all noxious weeds, including nettle, dock, ragwort and thistle. *(nightshade)*

2.1.7 **Disease:** Fungus, pests or other disease within the sward shall be controlled using an approved chemical.

2.1.8 **Reinstatement:** Worn, damaged or bare areas of grass shall be reinstated by overseeding or re-turfing as appropriate using an appropriate approved grass mix.

## 2.2. Fine Lawns

- Summerhouse Lawn
- The Maze (internal)
- Pavilion Path
- Dutch Garden
- Walled Garden
- Rose Garden

2.2.1 **Objective:** To provide an even stand of closely-mown grass lawn of uniform height and colour, comprising grass species free of broad-leaved weeds.

2.2.2 **Mowing Height:** Mowing shall be carried out to maintain the sward length within the limits of 10-30 mm (April-August) and 20-40 mm (September-March). As many cuts as necessary shall be carried out to achieve this height. Mowing shall be carried out in different directions on each cut to avoid the creation of 'grain'. During spells of exceptionally dry weather, the cut height may be increased to avoid scorching of the sward.

2.2.3 **Grass Cutting:** Remove litter, rubbish and debris before cutting. Finish after cutting to be neat and even, without surface rutting, compaction or damage to grass. Do not use machinery closer than 100mm to tree stems. Use hand held tools carefully to avoid damage to bark.

2.2.4 **Clippings:** The clippings shall be boxed off and transported to a clamp for composting.

2.2.5 **Soil and Grass Condition:** Maintain a healthy, vigorous sward, free from disease, fungal growth, discolouration, scorch or wilt. Prevent waterlogging and compaction by avoiding trafficking over grass under wet conditions. Relieve waterlogging by cultivation, subsoil ripping or gas injection, depending on severity. Repair damage due to trampling, abrasion, scalping or during mowing, by top-dressing and overseeding or turfing in the appropriate season. Maintain free from moss, thatch, weeds, frost heave, worm and mole casts.

2.2.6 **Dutch Garden Banks:** The grass terraces are to be cut using a pedestrian rotary mower or hover mower, ensuring that the grass is not 'scoured' at breaks of slope. The banks may require topdressing and re-turfing to maintain their profile, as instructed by the Landscape Supervisor. The bank slopes are to be maintained with a grass height between the limits of 10-40mm (April-August) and 20-40mm (September-March).

2.2.7 **Rolling:** Rolling will be required to firm the surface once a year after winter using a light roller. *It may be necessary to roll using a heavier machine as necessary*

2.2.8 **Scarification:** The lawns shall be scarified lightly on an annual basis or as necessary to prevent the build-up of thatch and moss.

2.2.9 **Harrowing:** The lawns shall be ~~harrowed~~ *aerated with a sliver* using a chain harrow or drag mat annually, or as necessary to ~~aerate~~ *aerate* the soil and remove worm casts.



2.2.10 **Edging:** All edges of grass areas against buildings, walls, roads, footpaths, trees, fences, hedges, plant beds and any other obstruction shall be trimmed and kept neat and tidy, free from weeds and to the same height and condition as the surrounding grass. Adjacent to plant beds and footpaths, draw back soil and re-form edges to clean lines or smooth flowing curves, sloping at 10 degrees from the vertical.

~~2.2.11 **Mowing strips:** Mowing strips against buildings, walls etc shall be 150mm wide and shall be maintained by hand.~~ *See above*

2.2.12 **Weeds:** The grass sward shall be spot-treated using a suitable approved selective herbicide (glyphosate or equivalent) in accordance with manufacturer's instructions, as many times as necessary to keep the sward weed free.

2.2.13 **Leaves:** Accumulations of fallen leaves are to be removed. At no time shall leaves be allowed to build up to such a depth that they affect the growth of the grass sward.

2.2.14 **Fertilizer:** All lawns shall be given a spring and autumn feed treatment, using a suitable, approved NPK fertilizer, to provide 40 kg N, 10kg P and 40 kg K per hectare.

2.2.15 **Disease:** The lawns shall be kept free of fungal pathogens, insect pests and disease using an approved chemical.

2.2.16 **Watering:** Lawns shall be watered during dry periods using a sprinkler system.

2.2.17 **Reinstatement:** Worn, damaged or bare areas of grass shall be reinstated by spiking, topdressing and overseeding, or re-turfing with an appropriate grass mix to match existing grass in quality and appearance. Protect and water as necessary to ensure establishment.

*by preventing public access*

### 3.0 MAINTENANCE OF SHRUB BORDERS

- Summerhouse Lawn
- Pavilion Path
- Wilderness
- Bridge Street Path
- Castle Street Path
- Poets' Corner
- Rose Garden (see also Section 5.0)

- 3.1 **Objective:** *To maintain the shrub planting to cover as much as possible of the border area, and allow the shrubs to develop as nearly as possible their natural form. The borders shall be maintained weed-free, and the plants pruned to avoid blocking pathways and views.*
- 3.2 **Pruning generally:** Pruning to be carried out in accordance with good horticultural practice. Do not damage or tear the stems when pruning branches. Keep wounds as small as possible and cut cleanly back to sound wood. Make cuts above and sloping away from outward facing healthy buds, angled so that water does not collect on the cut area. Trim off ragged edges of bark or wood with a sharp knife. Do not use growth retardants, fungicide or sealants unless authorised.
- 3.3 **Pruning Shrubs:** Prune the shrubs as much as necessary in the appropriate season for the species involved to achieve their natural features, and to prevent them overgrowing footpaths or blocking views. Any dead or diseased parts of plants shall be cut out and burnt. Remove arisings from site.
- 3.4 **Pruning Climbers:** Climbers shall be pruned to remove lateral growth in the appropriate season for the species involved. Remove dead or damaged wood, and any congested, twiggy growth. Cut back stems that have grown beyond the plant's allotted space to maintain the shape of the climber and to control excessive growth. All arisings shall be removed to a heap. Climbers shall be fixed to climber wires as they grow, and extra climber wires added to match existing as directed. Check and repair climbing structures, wires etc as necessary.
- 3.5 **Pruning Groundcover:** Trim and tidy plants in the winter and remove all dead leaves and arisings.
- 3.6 **Thinning:** Remove intermediate plants that are restricting the natural growth of their neighbours, ~~or as directed by the Landscape Supervisor.~~ Refill holes with topsoil to leave an even graded surface. Make good any damage to adjacent plants immediately.
- 3.7 **Bulbs:** Spring bulbs within shrub beds shall be left uncut until at least 4 weeks after flowering has ceased, and not until the leaves have died down. The vegetation shall be cut down to ground level and the arisings removed.
- 3.8 **Weeding:** Maintain the soil surface free of weeds <sup>by herbicides where possible</sup> ~~by applying an annual dressing of an approved residual herbicide in the winter months (Simazine or approved equivalent), or spot treating emergent weeds with an approved translocating herbicide (Glyphosate or approved equivalent) during the growing season. ~~Planting less than two years old shall be hand-weeded or hoed.~~~~

- 3.9 **Soil Aeration:** Compacted soil surfaces to be pricked up to aerate the soil of root areas. Break surface crust, reduce sizes of lumps to crumb and level off. Do not damage plants and their roots.
- 3.10 **Mulch:** <sup>or cocoa shell</sup> Shrub beds shall be mulched using well-rotted leaf mould or chipped bark or timber generated on site, max 25mm diameter. Minimum depth of mulch 50mm. Remove any mulch spill onto adjacent areas.
- 3.11 **Compost:** Cultivate site-generated compost into the top 150mm of the soil around shrubs during the winter months.
- 3.12 **Edging:** All shrub beds within grass areas shall be neatly edged using a spade and edging shears. <sup>mechanical edger</sup>
- 3.13 **Watering:** Shrub borders shall be watered during dry spells, or if plants are indicating signs <sup>of</sup> stress and desiccation.
- 3.14 **Pests and Diseases:** All shrub borders are to be inspected on a regular basis for signs of pests and disease, and treated as necessary with an approved pesticide. Any dead or dying diseased plants shall be removed and burnt.

or in the case  
of the climbing rose  
from the  
'structural' height

4.0 MAINTENANCE OF ROSE GARDEN

- 4.1 **Objectives:** *Maintain a free-flowering border of healthy roses by regular pruning and fertilising in a weed-free border and free from pests and diseases. Remove dead flowers in season so that all dead flowers are removed within two weeks of petal drop.*
- 4.2 **Pruning:** Top prune the roses to approximately 2/3 of their height in the autumn and remove the cuttings from site. Hard prune roses to approx 150-300mm from ground level according to type and vigour in late winter (February/March). Cut to outward facing buds and then remove prunings from site.
- 4.3 **Fertiliser:** Spread 7:7:7 granular fertiliser at 30g/m<sup>2</sup> in February/March.
- 4.4 **Cultivation:** Lightly cultivate the surface of the soil to a depth of approx 150mm to bury all annual weed or natural surface litter and break any surface capping. Take care to avoid any damage to roots of the roses or to groundcover plants, and ensure the roses are firmly bedded in the ground. Leave the surface with a fine and even tilth with soil crumbs less than 50mm diameter.
- 4.5 **Weeding:** Maintain the soil surface free of weeds by applying an annual dressing of an approved residual herbicide in the winter months, or spot treating emergent weeds with an approved translocating herbicide (glyphosate or equivalent) during the growing season. Planting less than two years old shall be hand-weeded or hoed.
- 4.6 **Deadheading:** Remove all dead flower heads within two weeks of petal fall.
- 4.7 **Suckers:** Keep the beds free of sucker growth by removing the growths at regular intervals.
- 4.8 **Pests and Diseases:** All shrub borders are to be inspected on a regular basis for signs of pests and disease. Plants to be kept free of fungal disease and aphids by regular spraying using a knapsack sprayer.

## 5.0 HERBACEOUS PLANTING

- Dutch Garden
- Pavilion Path
- Summerhouse Lawn *beds*
- Jacob's Well *and Bridge St*
- Castle Street Entrances
- Walled Kitchen Garden
- *Few birds in Maze*

5.1 **Objectives:** *Maintain the planting in an attractive and free-flowering state, with the plants supported as necessary to achieve their full flowering form, and kept free of weeds, dead flowers or damaged shoots.*

5.2 **Autumn Operations:** Cut down and remove all dead shoots as soon as possible after the first frosts, and lightly break up the top 150mm of the soil surface. Dig, divide and replant in accordance with good horticultural practice, to maintain a full cover of plants throughout the planting, or as directed. Thin out or cut back vigorous species to avoid smothering other plants. Remove all fallen leaves from beds.

5.3 **Maintenance of Ferns:** Cut down and remove all dead fronds as soon as possible after the first frosts. Protect tender ferns during the winter months by packing the crowns with straw or horticultural fleece.

5.4 **Fertilising:** In the late spring apply an appropriate granular fertiliser to the surface of the soil, and lightly work it into the soil by hoeing. A winter application of well-rotted leaf mould from the site should be also be added.

5.5 **Weeding:** Regularly hoe the soil surface to keep it free of weeds. A careful application of herbicide (Glyphosate or approved equivalent), applied by spot treating infested areas in accordance with manufacturer's instructions, may be carried out to eliminate pernicious weeds.

5.6 **Support:** Regularly stake and tie or support growing plants using pea sticks or canes (~~to be approved~~), so that plants and flower heads are sufficiently stable in wind and rain.

5.7 **Pruning:** Remove unsightly dead flower heads within two weeks of petal fall.

5.8 **Watering:** Planting shall be watered during dry spells, or if plants are indicating signs of stress and desiccation.

5.9 **Pests and Diseases:** All planting shall be inspected on a regular basis for signs of pests and disease, and treated as necessary with an approved pesticide. Any dead or dying diseased plants shall be removed and burnt.

## 6.0 MAINTENANCE OF HEDGES AND TOPIARY

- The Maze
- The Dutch Garden
- Castle Street Entrance
- Summerhouse Lawn
- \* *walled garden*

- 6.1 **Objective:** *To regularly clip the hedges to maintain a uniform and tidy appearance and a well-developed cover of vegetation over the whole hedge.*
- 6.2 **Cutting:** Clip the top and sides of the hedges to maintain true and even levels, using suitable mechanical cutters. Remove any cuttings lodged in the surface and rake up and remove all arisings. Hedges generally to be trimmed into an 'A' shape, with the base wider than the top. Maze yew hedges to be square cut to replicate the profile observed in early photographs. Timing and frequency of cuts to suit species of hedge and good horticultural practice.
- 6.3 **Cutting Times:** Yew hedges to be clipped once a year in late summer (Late August/early September). Box hedges to be clipped in mid-late summer (June to August). Do not clip if there is any danger of frost. As resources allow, yew clippings will be made available for cancer research. *late Spring following danger of frost and/n*
- 6.4 **Trimming box hedges:** Use levels, plumb lines and other aids to ensure accuracy. Do not trim box in periods of strong sunlight without damping down foliage first. ~~After severe pruning of box, protect re-growth from rabbit damage with a temporary rabbit fence.~~
- 6.5 **Topiary Generally:** Clip the plants into shapes specified using suitable hand or mechanical cutters (see Figures 1-5). Use levels, plumb lines and other aids to ensure accuracy and symmetry. Provide wire or steel framework to create more complex shapes, in accordance with the attached figures, and tie in shoots as necessary. Trim topiary as soon as new growth appears to be uneven. Knock off snow from any flat surfaces to prevent damage.
- 6.6 **Topiary 'Cakestand' in Dutch Garden:** Development of three-tier 'cakestand' topiary from existing pollarded yews to be carried out as follows:
- 6.6.1 In the summer of the second year after pollarding, begin the development of the pedestal and first and second tiers. Above the projected height of the pedestal, cut back branches to leave the main stem bare for about 300 mm. Above the projected first and second tiers, cut back branches to leave the main stem bare for about 250 mm.
  - 6.6.2 At the same time, attach a length of garden line to the main stem and pull out horizontally all the way around the plant as a guide for the radius and trim the sides of the pedestal.
  - 6.6.3 Using tarred string attached to the main stem, tie down upward-growing branches to a horizontal position.
  - 6.6.4 Again using a length of string attached to the main stem as a guide for the radius, trim the edges of the first and second tiers.
  - 6.6.5 Using garden line stretched between tiers as a horizontal guide, trim the upper surface of the pedestal and first and second tiers so they are level. Do not cut the leader, which must be allowed to develop to form the third tier and finial.

- 6.6.6 In the summer of the next and subsequent years, trim the sides of the first two tiers to the required radius and cut the surface of the tiers level. When the plant has made sufficient growth, expose about 400 mm. of the main stem above the third tier. Tie down upward growing branches of the third tier to a horizontal position and trim the third tier as 6.6.5.
  - 6.6.7 As the wood ages and the stems of the tiers hold their position, remove the ties.
  - 6.6.8 When the leader has made sufficient growth, cut it back and trim as a half-sphere to make the finial.
- 6.7 **Weeds:** Maintain the base of all hedges in a predominantly weed-free state, and trim grass neatly to the edge of the hedge using a spade and edging shears.
  - 6.8 **Gapping-Up:** Any gaps occurring in the hedges are to be filled in using plants of an appropriate size and species.
  - 6.9 **Fertilising:** Apply two feeds of a balanced fertiliser at a rate of 60g/m<sup>2</sup> during the growing season.
  - 6.10 **Weeding:** Maintain the soil surface predominantly free of weeds by <sup>hand weeding</sup> spot treating emergent weeds with an approved translocating herbicide (glyphosate or equivalent) during the growing season. Hedges less than two years old shall be hand-weeded or hoed.
  - 6.11 **Mulch:** <sup>w cotton shell</sup> Hedges shall be mulched using well-rotted leaf mould or chipped bark or timber generate on site, max 25mm diameter. Minimum depth of mulch 50mm. Remove any mulch spill onto adjacent areas.
  - 6.12 **Watering:** Hedges shall be watered during dry spells, or if plants are indicating signs of stress and desiccation.
  - 6.13 **Pests and Diseases:** All hedges are to be inspected on a regular basis for signs of pests and disease, and treated as necessary with an approved pesticide. Any dead or dying diseased plants shall be removed and burnt.

## 7.0 MAINTENANCE OF TREES

### 7.1 Recently-Planted Trees

7.1.1 **Objective:** *To establish a stable and healthily growing tree with a well-shaped framework for future growth.*

7.1.2 **Weeding:** A 1-metre diameter circle <sup>of ground</sup> of plant-free soil shall be maintained around the base of the trees by hoeing and the application of a 50mm thick layer of bark mulch. Cut back any tall vegetation that is threatening to shade or smother the young tree.

7.1.3 **Watering:** Water all recently-planted trees throughout the summer months during periods of dry weather, applying sufficient water to thoroughly moisten the top 200mm of soil around the tree roots.

7.1.4 **Tree Stakes and Guys:** Check stakes and ties, and tree guys for firmness and support and adjust as necessary to prevent the stake or tie affecting the growth of the tree. Remove stakes as directed as trees mature.

7.1.5 **Firming-Up:** Firm the soil around tree roots to ensure that the plant is securely planted and the tree is upright.

7.1.6 **Pruning Generally:** Pruning to be carried out in accordance with good horticultural practice. Do not damage or tear the stems when pruning branches. Keep wounds as small as possible and cut cleanly back to sound wood. Make cuts above and sloping away from outward facing healthy buds, angled so that water does not collect on the cut area. Trim off ragged edges of bark or wood with a sharp knife. Do not use growth retardants, fungicide or sealants unless authorised. Do not prune young trees during the late winter/early spring sap flow period.

7.1.7 **Formative Pruning:** Prune the trees to remove any dead, diseased or damaged shoots, and create a balanced form with single strong leader for future growth. Remove duplicated branches and potentially weak or tight forks.



## 7.2 Mature Trees

7.2.1 **Objective:** *To maintain the existing mature trees on site in a safe and well-shaped form, ensuring their longevity where possible.*

7.2.2 **Tree Surgery:** All major work relating to the existing trees on site is to be carried out by an Arboricultural Association approved tree surgeon and to BS 3998 and Forestry and Arboricultural Training and Safety Council Safety Guides. Operatives must hold a Certificate of Competence in order to operate chainsaws.

7.2.3 **Inspections:** Inspections of all mature trees on site shall be carried out on an annual basis ~~by the Landscape Supervisor~~. The inspections will identify disease, structural weaknesses, and dangerous or unsightly dead wood. After such an inspection, a schedule of work will be drawn up and implemented.

7.2.4 **Cleaning Out and Deadwooding:** All dangerous or unsightly dead wood, fungal or fruiting bodies, rubbish (wind blown or accumulated in branch forks) or other unwanted objects are to be removed. Where it is considered that deadwood does not constitute a risk to the site users or the public, it will be left in-situ for ecological reasons.

7.2.5 **Cutting and Pruning Generally:** Use appropriate, well-maintained sharp tools. Do not use chainsaws on branches less than 50mm diameter. Do not use anvil type secateurs. Keep wounds as small as possible, cut cleanly back to sound wood leaving a smooth surface and angled so that water will not collect on the cut area. Cut at a fork or at the main stem to avoid stumps wherever possible. Remove large branches in sections and lower to the ground with ropes and slings. Remove potentially weak forks that could fail in adverse weather.

7.2.6 **Crown Reduction/Shaping:** Cut back selectively to lateral or sub-lateral buds or branches to retain flowing branch lines without leaving stumps.

7.2.7 **Crown Lifting:** Remove branch systems to give clearances as directed. Remove whole branches back to the stem or cut lower portions of branches back to lateral or sublateral buds or branches. Do not leave stumps.

7.2.8 **Crown Thinning:** Remove inward growing, crossing, rubbing dead and damaged branches. Selectively remove approximately 25% of secondary and small live branch growth evenly throughout the crown. Cut portions of branches back to lateral or sub-lateral buds or branches without leaving stumps. Leave a uniform and well balanced structure of branches and foliage.

7.2.9 **Climbing Plants:** Ivy and other climbing plants are to be removed as directed by cutting out a 300mm section of ivy at above ground level and removing the ivy after dieback.

7.2.10 **Tree Felling:** Any dead trees shall be removed by felling in sections to ground level. ~~Any timber felled by contractor shall be first offered to UDC before being removed from site.~~ Where trees are within grass areas, the roots shall be ground out to 500mm below ground level, and the resulting hole back-filled with fresh topsoil, consolidated in layers not exceeding 200mm deep, and re-seeded.

7.2.11 **Watering:** During exceptional periods of drought, mature trees are to be watered as necessary to ensure their survival during such periods of stress.

7.2.12 **Fruit Trees:** All fruit trees shall be lightly pruned as directed in accordance with good arboricultural practice, in order to encourage fruiting and maintain the trees' vase-shaped form. summer pruning (August/September) and a winter pruning (January/February) shall be carried out.

8.0 MAINTENANCE OF HARD LANDSCAPE AND GARDEN BUILDINGS

- 8.1 **Objective:** *To keep all areas of paving and footpaths predominantly free of litter, weeds and other debris that will detract from the appearance of the site. To carry out a six-monthly review of buildings and structures*
- 8.2 **Sweeping:** Sweep all paved areas at regular intervals and remove all arisings from site. Particular attention should be given to keeping areas of stone paving free of stones etc and encroaching grass. Leaves are to be collected and transported to a composting clamp.
- 8.3 **Visitor and Events Management:** All litter and other rubbish is to be cleared at the end of each day and after special events.
- 8.4 **Gravel Paths:** Maintain paths free of weeds and litter and ensure any mulch or soil from adjacent plant beds is removed. Rake gravel as necessary to maintain a level surface. *Ensure flint edging is sound by replacing loose flints as necessary.*
- 8.5 **Maintenance of Ponds:** The ponds in the Dutch Garden and Walled Garden shall be kept free of weeds, dead vegetation and algae at all times. Where weeds and vegetation are removed, they should be placed on the side of the pond for several hours to allow any pond life to return. Algae shall be removed by hand raking. De-silting shall be carried out once every 10 years. During such operations or on other occasions when it may be necessary to drain the ponds, great care should be exercised to ensure the well being of protected species, such as Great Crested Newts, that live in both locations.
- 8.6 **Weeds:** Control all annual weed growth in paved areas and footpaths by hand weeding or the application of an approved pre-emergent herbicide.
- 8.7 **Gulleys:** Clear silt and extraneous matter from all drainage gulleys and traps, including lifting and replacing the drain cover. Inspect the gully and clear any leaves or other litter from the drain gully covers.
- 8.8 **Buildings:** A six-monthly review of buildings and structures including the Summerhouse, Pavilion, Grotto, underground drainage, walls and viewing platforms shall be carried out ~~with UDC~~, and any necessary repairs and actions agreed.
- 8.9 **Fences:** Inspect and repair as necessary to maintain the integrity of the boundary.
- 8.10 **Snow and Ice:** Snow is to be cleared from ~~all tarmac based~~ footpaths, ~~using a tractor-mounted snowplough or by hand~~ *by hand as* appropriate when using salt for gritting, ensuring that no salt is allowed to contaminate grass areas or planting. Salt is to be stored in a weatherproof container. During snow clearance operations care is to be taken not to damage the gravel surface-dressing to roads or paths.

RM  
EBA

17.09.02

Rev A 30.09.02  
Rev B 21.10.02  
Rev C 24.10.02

BRIDGE END GARDENS  
10-Year Management and Maintenance Plan  
Maintenance Programme

Note: Frequencies are approximate and are for guidance only

Operation	Frequency	Season	Inputs	Notes
<b>a. Grass Lawns</b>				
Mowing	Practically: Weekly or more at peak of growing season Weekly/ twice per week <i>in Sept</i>	Spring/summer/autumn	Petrol	As necessary to achieve heights specified During leaf-fall
Leaf collection	Monthly	Autumn	Herbicide	During growing season Or as required
Weeding	6-monthly	Spring/summer/autumn	Granular fertilizer	Or as required
Edging	6-monthly	Spring/autumn	Fungicide/ Pesticide	
Fertilising	Approx. 6-monthly	When required	Leam/sand/seed	
Ungues/Pest control	Annual	Spring or autumn		
Scarification	Annual	Spring		
Harrowing	Annual	Spring / <i>Autumn</i>		
Rolling	Annual	Spring or autumn		
Trotting/seedling	Annual	Spring or autumn		
<b>b. Shrub Borders (New)</b>				
Hand weeding	Monthly	Spring and summer		
Herbicide	Annual	Winter	Granular residual herbicide	Or as necessary Plus spot treating as required
Mulching	Annual	Winter	On-site leaf mould/chippings	Top up
Soil improvement	Annual	Winter	On-site compost	
Pest control	As required	As required	Pesticide	
Pruning	Every 2-5 years	Species dependent		Frequent, depends upon species and rate of growth

Operation	Frequency	Season	Inputs	Notes
<b>c. Established Shrub Borders</b>				
Hand weeding	Monthly	Spring/summer/autumn		Or as necessary
Herbicide	Annual	Winter	Granular residual herbicide	Plus spot treating as required
Fertilising	Annual	Early Spring	Granular fertiliser	Feb/March
Pruning	Every 1-5 years	Species dependent		Frequency depends upon species and rate of growth
<b>d. Rose Garden</b>				
Hand weeding	Monthly	Spring/summer/autumn		Or as necessary
Deadheading	Annual/twice yearly	Summer/autumn		Species dependent
Spraying	As required	Summer/autumn	Fungicide/aphid spray etc	
Top pruning	Annual	Autumn		
Hard pruning	Annual	Late winter		
Fertiliser	Annual	Spring	Granular fertiliser	
Herbicide	Annual	Winter	Granular residual herbicide	Plus spot treating as required
Removal of suckers	Annual	Winter		
<b>e. Herbaceous Borders</b>				
Hand weeding	2 weekly	Spring/summer/autumn		Or as necessary
Staking, tying etc	As required	Spring/summer/autumn	Stakes/Cutts	
Fungus/Fest control	Approx. 6-monthly	When required	Fungicide/Pesticide	Or as required
Pruning/deadheading	Annual/as required	Summer/autumn		
Cutting down dead shoots, division and replanting	Annual	Autumn/winter		After first frosts
Fertiliser	Annual	Late spring	Granular fertiliser & well-rotted leaf mould	

Operation	Frequency	Season	Inputs	Notes
<b>f. Hedges</b>				
Weed control	Monthly	Summer/autumn	Glyphosate spray	Or as required
Fungus/pest control	Approx. 6-monthly	When required	Fungicide/Pesticide	Or as required
Fertiliser	6-monthly	Spring and Summer	Granular fertiliser	
Mulching	Annual	Winter	On-site leaf mould/chippings	Top up <i>Species dependent</i>
Hedges clipping	Annual	Late Summer / <i>Late Spring</i>		
Partner-clipping	Twice per year	Late spring and Summer		
<b>g. Newly planted trees</b>				
Weed control	Monthly	Spring/Summer	Bark mulch	Or as required
Watering	As required	Summer		
Check stakes, ties etc	Annual	Spring		
Firming up	Annual	Late winter		
Formative pruning	Annual	Winter		
<b>h. Mature Trees</b>				
Inspections	Annual	Winter		
Pruning/Supery/Felling	As required	Winter		Or when required
<b>i. Hard Landscape</b>				
Sweeping/raking (manual)	Daily if necessary	Autumn and year-round		
Litter	Daily if necessary	Year round		
Buildings/drainage review	Six-monthly	Spring/autumn		
Herbicide	Annual	Winter	Granular residual herbicide or spray	Or as required
Pond algae/weed and dead vegetation removal	As necessary and annually	Year round and autumn		
Pond desludging	Every ten years	Winter		
Fence repairs	Annual	Winter		Or as necessary

**BRIDGE END GARDEN : WALLED GARDEN**

**All Year Management and Maintenance Plan**

**Maintenance Programme**

	Operation	Frequency	Season	Inputs	Notes
<b>Fruit Trees</b>					
<b>1</b>	<b>Apple</b> Blossom removal	Once	Spring	Remove all blossom in 1st year, to encourage root and branch growth rather than fruit.	
	Pruning. Train as espaliers and cordons	Twice	Winter and summer	Take all lateral growths to 3 buds, but leaving leaders to fill the allotted space.	Pruning to the right shape is crucial in the first years.
	Thin fruit	Once	Summer	Thin fruit late July.	Gather fruit when ripe and find sales outlet or storage space.
	Protection	Continual		Attend to pests and diseases with appropriate measures.	
<b>2</b>	<b>Pear</b> Pruning. Train as espaliers, cordons, fans and candelabras	Twice	Winter and summer	As above, with the addition of root pruning to check rampant growth if needed, and the application of manure for heavy croppers. Wall-tree blossom may need protective covers in early spring.	Trees may need watering in dry summers.
	Thin fruit	Once	Summer	Thin fruit late July.	Gather fruit when ripe and find sales outlet or storage space.
	Protection	Continual		Attend to pests and diseases with appropriate measures.	
<b>3</b>	<b>Morello Cherry</b> Pruning	Once	Winter	As above. Observe the special nature of the Morello re. fruit-bearing on previous year's growth, which must not be summer-pruned, but tied in. Winter pruning should only remove last summer's fruit-bearing branches, and takes place early (Oct-Nov).	Suitable for a north wall, self-fertile and a heavy cropper. Must have well-drained soil. Will spread 4.5-6.0m.
	Protection	Once	Spring	Protect blossom against spring frosts.	

Note: Frequencies are approximate and for guidance only

File ref: 684 A2 All Year Management



Operation	Frequency	Season	Inputs	Notes
4 Gooseberry Pruning	Twice	Summer and winter	Train carefully when young, leaving leader to attain required height. Buy as maidens for wall-training. Cordons need a minimum 600mm spread. Protect fruit buds from damage by birds in winter.	Can be grown on north-facing walls as it then ripens later. Can be trained as a double or triple cordon, or fan. Suitable for moist soil.
Protection	Once	Winter		Gather fruit unripe for cooking, or ripe for dessert.
Thinning	Once	Summer	Thin berries if necessary, and do so especially if large fruits for 'show' are wanted.	
Insecticide	Continual	All year	Take necessary steps against pests and diseases.	
5 Red Currant Pruning	Twice	Summer and winter	Train carefully when young, with summer and winter pruning, leaving leader to attain required height. Cordons need a minimum 600mm spread.	Can be grown on north-facing walls as it then ripens later. Can be trained as a double or triple cordon, or fan. Suitable for moist soil.
Tie in	Once	Spring	Nail in new growth.	Buy as maidens for wall-training. Bears fruit on old growth, but cut out 2-yr old branches.
Protection	Constant	All year	Take action against pests and diseases	The ripe fruit of late varieties can be preserved on the tree until November, if well-netted against birds and squirrels.
<b>Ornamental vegetables</b>				
6 Artichoke				
Weeding	Monthly	Summer	Weed and hoe.	Plant as suckers, April. Needs deep, moist, rich soil to produce good heads. Treat as perennials.
Feeding	Annual	Spring	Give liquid manure, weed and hoe.	
Protection	Annual	Winter	Protect crowns from frost	
Watering	Bi-monthly	Summer	Will need watering when young.	

Note: Frequencies are approximate and for guidance only

File ref: 684 A2 All Year Management



Operation	Frequency	Season	Inputs	Notes
7	Cardoon			
	Weeding	Monthly	Weed and hoe.	
	Cut back	Annual	Cut down flower stems after flowering.	Will take 2-3 years to grow to full size It is the young, blanched winter leaf stems that are eaten, not the flowers.
8	Rhubarb			
	Weeding	Monthly	Weed and hoe.	Plant as suckers, April. Needs deep, moist, rich soil to produce good heads.
	Forcing	Annual	Needs tall forcing pots to blanch its stems in late winter	Needs damp, well manured soil. Grow from 'crowns', plant spring or autumn. Don't pull stems until the plant has had one season's growth. Pull moderately thereafter. Do not allow to flower if wanted as a crop.
9	Herbs (various)			
	Shrubby perennial herbs			
	Clipping back	Annual	Shrubby, perennial herbs need annual clipping to keep their shapes and not grow 'leggy'	These are a matter of suitability for a given situation. They look best grown in simple lines or blocks. Avoid ambitious 'knots' or parterres, they are very high maintenance.
	Flowering herbs			
	Dead heading	Annual	Flowering herbs need dead-heading	
	Annual herbs	Annual		
	Sowing	Annual	Annuals need to be sown and planted yearly.	

Note: Frequencies are approximate and for guidance only

File ref: 684 A2 All Year Management

**APPENDIX 3**

*From experience during restoration  
JBB & MR consider 2 persons / gardeners  
can maintain this schedule*

**3C**

BRIDGE END GARDENS

APPENDIX 3C

Maintenance Schedule and Working Time

*Bevatha* 

*4 March 05*

Operation	Unit	Qty	Rate per year	Total Hours/year
<b>a Grass Lawns</b>				
Mowing	m2	7099	24 hrs/1000m2	170
Edging	m	2660	15 hr/100m	399
Weeding	m2	7099	3 hr/1000m2	21
Fertilising	m2	7099	1 hr/1000m2	7
Scarifying, harrowing etc	m2	7099	2 hr/1000m2	14
Leaf collection	m2	7099	0.5 hours/100m2	35
Rolling	m2	7099	2 hr/1000m2	14
<b>b Shrub Borders (New)</b>				
Pruning	m2	1064	5 hours/100m2	53
Hand weeding	m2	1064	14 hours/100m2	149
Herbicide	m2	1064	2 hour/100m2	21
Mulching	m2	1064	2 hour/100m2	21
Soil improvement	m2	1064	2 hour/100m2	21
<b>c Established Shrub Borders</b>				
Pruning	m2	2297	6 hour/100m2	138
Hand weeding	m2	2297	6 hours/100m2	138
Herbicide	m2	2297	1 hour/100m2	23
Fertilising	m2	2297	1 hour/100m2	23
<b>d Rose Garden</b>				
Top pruning	m2	143	4 hours/100m2	6
Hard pruning	m2	143	5 hours/100m2	7
Fertiliser	m2	143	1 hours/100m2	1
Hand weeding	m2	143	6 hours/100m2	9
Herbicide	m2	143	2 hour/100m2	3
Deadheading	m2	143	7 hours/100m2	10
Removal of suckers	m2	143	6 hours/100m2	9
Spraying	m2	143	2 hours/100m2	3

<b>e Herbaceous Borders</b>					
Cutting down dead shoots; division and replanting	m2	1077	7 hours/100m2		75
Fertiliser	m2	1077	1 hour/100m2		11
Hand weeding	m2	1077	12 hours/100m2		129
Staking, tying etc	m2	1077	6 hour/100m2		65
Pruning/Deadheading	m2	1077	8 hour/100m2		86
<b>f Hedges</b>					
Under 1.7m - clipping	m2	705	5 hours/100m2		35
Over 1.7m - clipping	m2	4529	3.5 hours/100m2		159
Weed control	m	1702	1 hour/100m		17
Fertiliser	m2	5234	1 hours/100m2		52
Mulching	m2	5234	1 hours/100m2		52
<b>g Newly planted trees</b>					
Weed control	No	65	10 hours/100 trees		7
Watering	No	65	10 hours/100 trees		7
Check stakes, ties etc	No	65	5 hours/100 trees		3
Firming up	No	65	3 hours/100 trees		2
Formative pruning	No	65	10 hours/100 trees		7
<b>h Mature Trees</b>					
Pruning/Surgery/Felling	No	206	15 hours/100 trees		31
<b>I Hard Landscape</b>					
Sweeping/raking (manual)	m2	2185	4 hours/100m2		87
Herbicide	m2	2185	1 hours/100m2		22
Litter	m2	2185	3 hours/100m2		66
Buildings/structures	Item				28
Pond cleaning	Item				14
Fence repairs	Item				14
<b>Total hours</b>					<b>2,264</b>

**Working Time:**

Normal working hours per week	37
<i>Less</i> Wet time	5%
Breakdowns	5%
Sickness	3%
Servicing	5%
Public Assistance	3%
Training	2%
Leave/bank holidays	8%
Other Tasks	5%
	36%
Non-productive hours	13.32
Productive hours	23.68
<b>Staff required</b>	<b>1.84</b>
(Total Hours/productive hours x 52)	

## PHASE 2 RESTORATION WORKLOAD IMPLICATIONS.

1. Mark Ropkins, the Head Gardener and John Bosworth met to discuss this matter in detail 27 March 2006. The purpose of the meeting was to consider Liz Lake's recently drafted proposals for the Walled Garden and consider their workload implications.
2. The conclusions set out below are jointly agreed by them.
3. Background. Phase 1 restoration took place 2003-2005. During this time there was a need to undertake both restoration and upkeep of the Garden. Staffing levels and levels of work undertaken was varied dependent on who was employed at the time. Sometimes there were two gardeners and the restoration manager but on other occasions, due to extended periods of staff sickness, there were often considerably less. During this period, all the extensive clearance of rubble and arisings, planting, edging and many other tasks associated with the restoration, were undertaken in house by existing staff.
4. The essential upshot was that a maximum of three persons at any one time completed the restoration within the agreed time frame whilst maintaining the garden as a whole admittedly to a standard that fell short of being ideal. As set out above there were frequently less than 3 gardeners, often only two.
5. The consultants Elizabeth Banks Associates concluded 1.84 gardeners were needed to maintain the whole garden once restoration was complete.
6. The quality machinery purchased in 2003 makes an important contribution to the efficient upkeep of the Garden as a whole.
7. In December 2005 Mark Ropkins and Daniel Kemish were appointed Head Gardener and Assistant Gardener respectively. Both were site gardeners on short term contracts site before this. Both are dedicated, enthusiastic capable, and knowledgeable. They execute the maintenance in accord with the Management Plan with minimal supervision in an effective and logical manner.
8. During the post restoration period Summer 2005- Spring 2006, the above gardeners maintained the whole garden and continued to make significant improvements by executing time consuming tasks such as edging the main lawn. It is agreed that on going maintenance to a high standard along with doing tasks of improvement were undertaken well within their joint capabilities and time available to them. Nevertheless, we accept this period included the winter months, which represent a 'bit of a trough' in terms of work commitments.
9. The Restoration Manager and Head Gardener have carefully considered Liz Lakes emerging proposals and conclude that overall there will be a modest increase in work load in the Walled Garden. This occurs principally because of the additional work associated with the greenhouses and fruit trees. The new planting proposals that replace the existing herbaceous borders will not create addition work and might represent a slight reduction. The fact that the whole site will be stripped of existing vegetation and the soil will be properly enhanced and the opportunity taken to destroy existing pernicious weeds together with the loss of very work intensive repeat beds on the central pathway, a much more efficient composting system and less grass to cut in more efficient shapes, reduces some existing work.

10. Some of the new commitments such as pruning the fruit trees can be undertaken in the slacker winter months and efficient staff can minimise loss of effective time by undertaking 'greenhouse duties' during periods of inclement weather.
11. The opinion of Richard Ayres, MBE, former Head Gardener at Anglesey Abbey who knows and has an affinity with Bridge End Garden stated in letter dated 30/08/05, admittedly only when the generality of this proposal was first being mooted '*The management of the fruit borders would be well within the staffing limits of two gardeners....*'
12. The overall conclusion reached by the Restoration Manager and Head Gardener is that the perceived modest increase in work brought about by the new proposals for the Walled Garden can 'without a shadow of doubt' be carried out within the capabilities of existing staff and equipment.
13. This is further underlined by the fact that staff will be assisted by an increase in volunteers.

John Bosworth

Mark Ropkins

electronic reference: Phase 2 proposals, workload implications.

Uttlesford District Council  
 Budgets Month 4 2009/10  
 Bridge End Gardens (BG)

Budget To Date	Actual To Date	Variance To Date	Code	Description	Budget Original	Budget FY 2009/10	Projected Outturn	Variance Outturn
10,076	9,867	-209	SALS715	SALARY - HEAD GARDENER	30,920	30,220	30,920	700
5,408	5,559	151	SALS716	SALARY - GARDENER	16,610	16,230	16,610	380
0	0	0	TRVS715	TRAVEL EXPS - HEAD GARDENER	0	0	0	0
<b>15,484</b>	<b>15,425</b>	<b>-59</b>	<b>STAFFING COSTS</b>		<b>47,530</b>	<b>46,450</b>	<b>47,530</b>	<b>1,080</b>
164	0	-164	AHRB251	AH REPAIRS - BRIDGE END GDNS	500	500	500	0
0	113	113	CHKB251	DRIVER CHECK - BRIDGE END GDNS	0	0	0	0
116	0	-116	CLEB251	CLEANING SVS - BRIDGE END GDNS	360	360	360	0
864	0	-864	ELEB251	ELECTRICITY - BRIDGE END GDNS	1,730	1,730	1,730	0
0	0	0	EQTB251	ELEC TESTING - BRIDGE END GDNS	0	0	0	0
50	17	-33	FXTB251	FIRE EXTINGS - BRIDGE END GDNS	160	160	160	0
1,119	1,461	342	MATP324	MATERIALS - SPECIAL P	3,370	3,370	3,370	0
0	1,061	1,061	MATP326	MATERIALS - BRIDGE EN	0	0	0	0
150	197	47	MOBP324	MOBILE PHONE - BRIDGE EN	450	450	450	0
83	0	-83	PSRB251	PL REPAIR - BRIDGE END GDNS	250	250	250	0
3	0	-3	RNTB251	RENT - BRIDGE END GDNS	10	10	10	0
0	0	0	SEMB251	MEETINGS ETC - BRIDGE END GDNS	0	0	0	0
126	53	-73	TELT460	TELEPHONE - S/W 523460	250	250	250	0
0	0	0	V00P324	RECHARGED - BRIDGE EN	0	0	0	0
125	376	251	WATB251	WATER CHG - BRIDGE END GDNS	250	250	250	0
<b>2,800</b>	<b>3,278</b>	<b>478</b>	<b>GARDENS</b>		<b>7,330</b>	<b>7,330</b>	<b>7,330</b>	<b>0</b>
<b>18,284</b>	<b>18,703</b>	<b>419</b>	<b>DIRECT EXPENDITURE TOTAL</b>		<b>54,860</b>	<b>53,780</b>	<b>54,860</b>	<b>1,080</b>
<b>18,284</b>	<b>18,703</b>	<b>419</b>	<b>GROSS EXPENDITURE</b>		<b>54,860</b>	<b>53,780</b>	<b>54,860</b>	<b>1,080</b>
0	0	0	X30P324	SALES INCOME - BRIDGE END GDNS	0	0	0	0
0	0	0	X81P321	DONATIONS - STAGE 2	0	0	0	0
0	-100	-100	X81P322	DONATIONS - RESTORATI	0	0	0	0
-44	-200	-156	X81P326	DONATIONS - DONATIONS	-130	-130	-130	0
<b>-44</b>	<b>-300</b>	<b>-256</b>	<b>INCOME - GRANTS &amp; DONATIONS</b>		<b>-130</b>	<b>-130</b>	<b>-130</b>	<b>0</b>
<b>-44</b>	<b>-300</b>	<b>-256</b>	<b>DIRECT INCOME TOTAL</b>		<b>-130</b>	<b>-130</b>	<b>-130</b>	<b>0</b>
<b>18,240</b>	<b>18,403</b>	<b>163</b>	<b>BRIDGE END GARDENS TOTAL</b>		<b>54,730</b>	<b>53,650</b>	<b>54,730</b>	<b>1,080</b>

#### Appendix 4 - Existing equipment and replacement costs

Equipment	Comment	Approximate replacement cost
Rotavator	Used to execute very heavy work in first phase of restoration. Tyre needs repair. Still working but now seldom used.	Due to infrequency of use, no need to replace
Westwood Tractor Mower with grass collector	Used extensively. In working order but coming to end of trouble free life. Will need replacing over next couple of years	£3,000
Carrier frame, scarifyer attachment and slitter attachments for above	Good working order	
Tipper trailer attachment for above	Coming to end of useful life and in need of replacement over next 2 years	£300
Chipper for above	Good working order	
Husqvana long reach hedge trimmer	Good working order	
Stihl chainsaw	Good working order	
Stihl brush cutter	Good working order	
3.no. brush cutter attachments	Good working order	
Stihl blower	Good working order	
Stihl hedge cutter	Good working order	
Atco Balmoral cylinder mower	Good working order	
Allen 446 Hovertrim	Good working order	
Hayter Motif rotary mower	Good working order	
Hayter Harrier rotary mower	In working order but may need replacement in next two years	£900
Water Bowser/ sprayer	Good working order	
DeWalt combi drill	Good working order	
Vortex spreader	Good working order	
Set scaffolding poles and fixtures	Good working order	
3 piece extending metal ladder	Good working order	
Metal step ladder	Good working order	
Selection of various hand tools	Generally in good condition and sufficient and fit for purpose.	
Additional equipment needed	Additional extra long reach hedge trimmer	£700



## Appendix 5 – Schedule of statues, seats and other selected structures and their estimated value.

This schedule does not contain original buildings. Neither does it include any metal railings or basic metal plant supports, gates, stone surfaces, steps or walls or minor decorative features or plaques forming part of walls. However it does include an estimated value of the shelters and greenhouses provided as part of the two phases of restoration.

The estimated value is rounded, approximate and generally based on the purchase cost of items purchased as part of the restoration or in several instances where this could not be established in the time available or in respect of selected original items, from the author's limited knowledge on the subject. Some items of little value have not been estimated (n.est.) The value of other choice original decorative items may be such that professional advice should be sought and have been noted as such.

Item	Location	Original to garden – yes/no	Estimated value
Plant theatre	Walled garden	No	£14,000
2 no. Beehives	“	No	n.est.
Damaged stork temporarily located	“	No	£2,000
Bust of Lord Byron	“	No	£2,500
Oak shelter 1	“	No	£13,500
Modern wooden seat in oak shelter	“	No	£750
19 <sup>th</sup> century wrought iron seat	“	No	£1,250
2 no. stone balls on plinths	“	No	n. est.
5 no. Victorian rhubarb forcers	“	No	£500
Seat matching one in shelter.	“	No	£750
Central fountain	“	Yes	£5,000
4. no. modern benches	“	No	£2,500
12.no decorative iron pillars with rose swags	“	No	£4,000
4 no. stone balls	“	No	n.est.
2 no. modern Alitex Greenhouses	“	No	£75,000
Oak shelter 2	Maze puzzle	No	£10,000
19 <sup>th</sup> century urn	“	No	£1,500
3 no. 19 <sup>th</sup> century	“	No	£1,000

pinnacles			
2 no 16 <sup>th</sup> century gargoyles	“	No	n.est. badly damaged
Replacement viewing platform	“	No	£4,500
Modern obelisk – Hamish Horsley	“	No	£750
Modern stone curved seat	“	No	£2,500
3. no large stone balls	“	No	£500
19 <sup>th</sup> century urn within tiled area	Maze surround	yes, but not this location	£2,500
19 <sup>th</sup> century sphinx statue	“	No	£1,750
19 <sup>th</sup> century feline beast	“	No	£1,000
Vincenza stone seat	“	No	£3,500
2 no. supports to original maze	“	Yes, but not this location	n.est.
Decorative stone feature, fernery	“	Yes but not this location	n.est.
2.no 19 <sup>th</sup> century gargoyles to Maze entrance gate/steps	Maze entrance	No	£750
19 <sup>th</sup> century metal seat	Jacobs Well, viewing Rose garden	No	£750
Metal archer statue on stone pedestal	Rose Garden	Yes	£3,000
19 <sup>th</sup> century statue on base	Poet's corner	Yes	£3,000
19 <sup>th</sup> century metal seat	In pavilion, Dutch Garden	No	£1,000
Charcoal drawing commemorating phase 1 restoration	“	No	n.est.
Modern picture window	“	No	n.est.
2 no.20 <sup>th</sup> century stone planters	Steps near Pavilion	No	£1,000
2 no. 19 <sup>th</sup> century stone Eagles on top of 'Eagle Gates'	Dutch Garden	Yes	£5,000
19 <sup>th</sup> century seat	Dutch Garden	Yes	£1,000
20 <sup>th</sup> century fountain statue	“	No	£7,500
Viewing platform	“	Yes	£6,500

Goose Boy statue	“	Yes	Seek professional advice
Stone seat	Wilderness	No	£750
20 <sup>th</sup> century frieze	In wall, above wilderness	No, but exact copy of original, in storage	£1,500
19 <sup>th</sup> century metal seat	Main lawn, near balustered wall	Yes	£1,000
Stone sundial	“	Base Yes; dial no.	£1,500
2 no. Stone planters	Pavilion path	No	£750
Stone stork on base	Outside maze gates	Base yes, stork no.	£2,000
Metal framed seat, wooden slats	Near mature Cedar	No	£750
19 <sup>th</sup> century stone planter	“	Yes	£750
Stone plinth and armillary sphere	“	Plinth yes, sphere no	£1,500
Decorative urn on plinth	Near Summer house	Yes	£2,000
19 <sup>th</sup> century metal seat	“	No	£750
Stork on wall pier end	“	No	n. est.
Restored decorative murals	Awaiting return to Summer house, in store	Yes	Seek professional advice
19 <sup>th</sup> century metal seat	In Summer house	No	£750