

## parish clerk

---

**From:** John Travis <cllr.travis@melbournparishcouncil.gov.uk>  
**Sent:** 20 December 2023 12:05  
**To:** parish clerk  
**Subject:** Re: Quotation for tree work from Shire Trees

Hi Abi,

No problem. I give authority for quoted emergency tree work on Station Road.

Cllr Travis. Chair Maintenance Committee.  
Sent from my iPhone

On 20 Dec 2023, at 10:59, parish clerk <parishclerk@melbournparishcouncil.gov.uk> wrote:

Good morning John

There is a fallen tree on Station Rd causing concern, shown below – as chair of Maintenance are you happy to approve the £300 spend as quoted for emergency work.

<image001.jpg>

Many thanks

Abi



---

**From:** hello@shiretrees.co.uk <hello@shiretrees.co.uk>  
**Sent:** 20 December 2023 10:57  
**To:** parishclerk@melbournpc.co.uk; hello@shiretrees.co.uk  
**Subject:** Quotation for tree work from Shire Trees

Dear Melbourn parish council

Following our recent site visit I have the pleasure of attaching your quotation for the works we discussed.

1. All work shall be completed in line with BS3998 (2010) 'Recommendations for Tree Work' where appropriate unless instructed otherwise by the customer.
2. Unless quoted otherwise, all arising waste material shall be taken from site and returned to our premises for storage and subsequent use in the power generation industry.
3. Upon acceptance of our quotation, we shall check for the presence of legislative protection (Tree Preservation Orders etc). We would be happy to make an application on your behalf but would advise that a charge will be made for this service if the tree work is subsequently completed by another contractor.

Please open the link below to view your quote online. From here you can check work photos, accept work and view our terms and conditions.

<https://cloud.arbprosoftware.com/PublicPagePopUp.aspx?QuoteID=fRzPmEo/6K+ibLuvw3Z/y5/wscI>

[fqYqWZBBSr+XebJk=](#)

If I can be of any further service please contact me using the details below.

I look forward to hearing from you.

James Cattle  
Managing Director

[hello@shiretrees.co.uk](mailto:hello@shiretrees.co.uk)

<http://shiretrees.co.uk>

07725 808887

01763 220880

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Shire Trees Limited is a company registered in England and Wales with company number 10546603 and VAT number 259613774

Registered Address: 1A Trigg Way, Melbourn, Royston, SG8 6HX

<DB118-QuoteSchedule-5491.pdf>



Melbourn Parish Council  
30 High Street, Melbourn  
Royston  
SG8 6DZ

Date Sent: 20/12/2023

**Quote Information**

Client Ref: 143  
Quote No: 5491  
Surveyor: James Cantle  
Site Ref: 6398  
Order No:

## Quote

**Site Address** Station Road, Verge , Melbourn, Royston, SG8 6DX

Item No	Item	Description Of Work	Value
1	Elm	Clear fallen tree on verge and remove standing dead Elm	£300.00
			Total Value: £300.00
			VAT (20%): £60.00
			Total Inc VAT: £360.00

## Shire Trees Limited

Company Registration: 10546603

Vat Number: 259613774

Registered Address: 1a Trigg Way, Melbourn, Royston, SG8 6HX