

Reap the benefits



“ Tree planting is fun, and a fantastic way for us to do something lasting in our local area. ”

Janet Olsen
Wilberfoss Guides



“ To know that these trees will eventually make a horrid area look green and pleasant and give homes to birds and other wildlife is very satisfying. ”

Civic Pride
Rossendale



“ A woodland was a project I've wanted to carry out for some years and it was such a perfect opportunity to start our jubilee celebrations. ”

Chris Popham
Working with Ipplepen Parish Council

“ Planting trees was the catalyst for so much more activity within our park. ”

Jan Barker
Friends of Cuthill Park

woodlandtrust.org.uk/communitytrees

Tree packs kindly sponsored by



If you have questions about the packs, eligibility, the application process or require advice email: communitytrees@woodlandtrust.org.uk

The Woodland Trust, Kempton Way, Grantham, Lincolnshire NG31 6LL.

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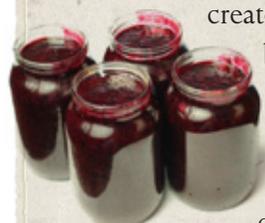
Free trees

for your community,
youth group or school



woodlandtrust.org.uk/communitytrees

Why plant trees?



Bring your community or school together to plant free trees from the Woodland Trust and enhance where you live. Trees create homes for wildlife, provide shelter and shade, produce beautiful autumn colour and produce a wild harvest for all to enjoy.

The UK is one of the least wooded countries in Europe with only 4% native woodland cover. Your community will benefit from more trees and you will be helping make our country rich in native woods and trees.

Step 1

Find a shared space that would benefit from trees



Step 3

Apply for a free pack of trees (we'll let you know if you've been successful)



Step 2

Ask the permission of the landowner



Step 4

Get together, have fun and enjoy planting!



What's in the packs?

Small packs come in a choice of two themes, either to plant as a hedge or a copse. Medium and large packs offer a variety of benefits from encouraging wildlife to year-round colour. All saplings are native, UK grown and supplied 20-40cm high - perfect size for establishing quickly.



Small (30 saplings)

Perfect for creating a small copse or a short hedgerow and is ideal as a starter pack or a small project.

Schools are guaranteed a small hedge or copse pack.



Small copse
Silver birch; rowan; wild cherry.



Short hedge
Hawthorn; hazel; holly; dog rose; dogwood.



Medium (105 saplings)

Ideal for planting either in small groups of trees or as a hedge (approx 30m).



Wildlife
Blackthorn; common oak; hazel; hawthorn; rowan; silver birch.



Year-round colour
Dogwood; hawthorn; hazel; silver birch; rowan; wild cherry.



Working wood
Silver birch; rowan; wild cherry; common oak; grey willow; field maple.



Large (420 saplings)

Create a long hedge (approx 120m) or if planted as a block of trees, there is sufficient for approximately one acre of land.



Wild harvest
Hazel; blackthorn; crab apple; elder; dog rose.



Wetland
Downy birch; goat willow; osier; hawthorn; hazel; rowan.



Wild wood
Downy birch; rowan; hazel; hawthorn; crab apple; holly.

Tree protection is recommended and available to buy from woodlandtrustshop.com

Please note, some species or pack themes may change subject to availability - check the website.

woodlandtrust.org.uk/communitytrees

Free tree pack scheme – pack and species options

NB: These quantities are estimates and provided as a rough guide to assist with planning. Quantities can vary according to availability from our supplier.

Small packs



Short hedge

6 each of hawthorn, hazel, holly, dog rose and dogwood



Small copse

10 each of silver birch, rowan and wild cherry

Medium / large packs



105 harvest:

30 hazel
30 blackthorn
15 crab apple
15 dog rose
15 elder

420 harvest:

105 hazel
105 blackthorn
105 crab apple
75 dog rose
30 elder



105 wildlife:

30 hawthorn
15 rowan
15 blackthorn
15 silver birch
15 hazel
15 common oak

420 wildlife:

60 hawthorn
90 rowan
75 blackthorn
75 silver birch
60 hazel
60 common oak

Medium / large packs (continued)



105 colour:

30 rowan
15 hawthorn
15 hazel
15 silver birch
15 dogwood
15 wild cherry

420 colour:

105 rowan
105 hawthorn
75 hazel
75 silver birch
45 dogwood
15 wild cherry



105 working:

30 rowan
15 silver birch
15 wild cherry
15 common oak
15 grey willow
15 field maple

420 working:

105 rowan
90 silver birch
60 wild cherry
60 common oak
60 grey willow
45 field maple



105 wetland:

30 downy birch
15 goat willow
15 osier
15 hawthorn
15 rowan
15 hazel

420 wetland:

120 downy birch
105 goat willow
90 osier
60 hawthorn
30 rowan
15 hazel



105 wild wood:

30 downy birch
15 rowan
15 hazel
15 hawthorn
15 holly
15 crab apple

420 wild wood:

135 downy birch
90 rowan
75 hazel
60 hawthorn
30 holly
30 crab apple



Free tree pack scheme – application form preview

Please note, this application preview is for reference only and should not be returned to us by email or post. All applications need to be submitted to us using the online forms at: www.woodlandtrust.org.uk/communitytrees

If you have any questions, please email us:
communitytrees@woodlandtrust.org.uk

If you require 30 trees for a school, you should visit www.woodlandtrust.org.uk/hedge where you can complete a shorter application form and receive an immediate response.

Step 1: Pack choice and personal details

Pack selection

- Choose a pack type

Applicant details - Please note, these details are for Woodland Trust records.

- Title
- First Name
- Surname
- Personal address
- Do you wish to receive regular mailings by post from the Woodland Trust?
- Woodland Trust supporter no. (if known)
- Email address (our primary contact method)
- Confirm email address
- Do you wish to receive regular emails from the Woodland Trust?
- Daytime telephone number

Step 2: Delivery details

Please select an address where someone is likely to be available to sign for deliveries. If successful, you will be given the opportunity to change this address before we send any trees out.

- Title of Recipient
- First Name of Recipient
- Surname of Recipient
- Contact telephone number
- Delivery address

Step 3: Group and location details

- Name of group
- Which one of the following categories best describes your group? (selection required)
- Nearest town to the planting location
- County the planting location is in (selection required)
- Primary planting site grid reference (e.g. SK567894)
- Which of these best describes your planting location? (selection required)
- How did your group first hear about the scheme? (selection required)
- Has your group received free trees from us in the past?
 - Which pack did you last receive from us? (selection required)
 - When was this? (selection required)

Step 4: Project details

- Do you have the landowner's permission to plant? (permission required before applying)
- Who owns the land? (selection required)
- How many people from the local community would you expect to help with planting? (selection required)
- Part of our ongoing research is the analysis of the reasons groups have for applying for our free trees. We'd like to know how relevant the 100-year anniversary of World War 1 was to your decision to apply for a 2014 tree pack. Please select the relevant answer for your group.
- Describe the intended planting location and how the trees would be used there? (minimum of 20 words required)
- Is the intended planting location accessible to the public?
 - If not, who will have access?
- Who will look after and take responsibility for the trees as they grow?
- Will your free tree pack form part of a larger project?
 - If yes, please provide further details about the wider project.
- We're interested in the wildlife species already found at your chosen planting location. Please list some of the species seen at the site.



Free tree pack scheme – application form preview

Woodland Trust Terms and Conditions

Please read the below conditions carefully, by reading and accepting these conditions you agree to be bound to them.

Note that the Woodland Trust reserves the right to change any of the conditions at any time without notice to you. However any changes will be posted online and will be effective immediately.

Who We Are

<http://www.woodlandtrust.org.uk> - The Woodland Trust is the UK's leading charity dedicated solely to the protection of our native woodland heritage.

Our FREE trees are supplied by <http://www.albatrees.co.uk> - Alba Trees plc supply products including trees, shrubs, wildflowers and reeds, as well as tree shelters, stakes and planting equipment. They specialise in the production of native trees of local provenance from seed collected throughout the UK and are subject to annual checks for all diseases by the Scottish Government's plant health officers. They provide a consultancy service to other nurseries and hold the Royal Warrant as Tree and Shrub Nurserymen by appointment to Her Majesty The Queen.

Terms & Conditions

1. Free tree pack offers are available to UK groups only.
2. Groups can apply for a maximum of 420 trees per delivery season.
3. All free tree packs are subject to availability and the Woodland Trust has the right to decline and/or change your free tree product without notice.
4. The Woodland Trust will not be held responsible for lost or missing free tree packs.
5. By submitting an application for a free tree pack you agree to be included in the monitoring of the growth of the trees. This may include site visits by a Woodland Trust representative and/or completing questionnaires.
6. By submitting an application for a free tree pack you are agreeing to provide the Woodland Trust with a testimonial, feedback and/or photos that might be shared with our project partners for monitoring, evaluation and promotion of the scheme. As part of the evaluation process the Woodland Trust will contact groups for feedback.

Eligibility:

1. Who is eligible for the free tree packs?
2. Can we plant the trees across multiple sites?
3. How many packs can I apply for?
4. Do we have to be an official group?
5. What do you mean by a shared / publicly accessible space?
6. Will you need to see written proof of ownership, planting permission or local support?
7. We don't know who the landowner is, what should we do?
8. Can we plant a tree pack at a Woodland Trust site?

Pack content:

9. Do packs include tree protection?
10. I need more than 420 trees, what should I do?
11. 30 trees is too many, can I have less?
12. Which pack is most suitable for my location?
13. Where do the trees in your packs come from?
14. Could the trees from your packs be a source of ash dieback?
15. Can I have a mix of trees from the different themes?
16. Which of the medium / large packs is best for hedging?
17. Is the wild harvest pack suitable for an orchard?
18. Where can I get fruit trees for an orchard?
19. Do you provide hedge plants instead of trees?

Application process:

20. Why do you need a grid reference?
21. How do I find out the grid reference?
22. Are there areas I shouldn't plant?
23. How will I know if my application has been received?
24. Can I amend my application after it's been submitted?
25. What are the chances of my application being successful?
26. When will I hear whether my application has been successful?
27. Why has my application been rejected?
28. What happens if I'm approved, but need to cancel my pack request?

Deliveries:

29. When will my trees arrive?
30. Why do you only send trees out in March and November?
31. Can I choose a specific delivery date?
32. Can the courier call before delivering?
33. Why do packs need to be signed for?
34. What if I miss the delivery?
35. How will my trees be delivered?



Free tree pack scheme – frequently asked questions

Storage:

- 36. How should I store the trees?
- 37. How long can I wait before planting?

Planting:

- 38. Can you help us plant the trees?
- 39. Where can we hire equipment from?

Other:

- 40. Who will be responsible for the trees?
- 41. Would you like to come to our open day, or give a talk to our group?
- 42. I've grown some saplings, will you take them?
- 43. I can't find the answer to my question, who should I contact?

1. Who is eligible for the free tree packs?

We welcome applications from many different groups including allotment holders, schools, resident associations, parish councils, scouts, guides, etc. You must plant in a local shared space that people can regularly access. This scheme is not suitable for people wishing to plant in private gardens or other areas where community benefit is severely limited. We advise profit-making groups (e.g. most businesses and golf clubs, etc.) and any other groups not eligible for free trees to make a purchase from the Woodland Trust's online shop at <http://www.woodlandtrustshop.com/category/62-native-trees.aspx> or consider applying for the MOREwoods scheme at <http://www.woodlandtrust.org.uk/morewoods>

2. Can we plant the trees across multiple sites?

Ideally the trees will be planted on one publicly accessible site. If you would like to plant on more than one site, please provide further details in your application and we'll consider your proposal. We will require the grid reference for the primary planting site.

3. How many packs can I apply for?

If you'd like more than one pack size/theme you can now submit multiple applications on behalf of your group. Choose up to a maximum of **420** trees for a particular delivery season (e.g. 1x105 wildlife, 1x105 wild harvest, 1x105 wetland, 1x105 working wood). An application is required per pack, but we're happy for you to copy and paste the same answers for each application if the group and location are the same. You are also welcome to apply again in the future for a different delivery season.

4. Do we have to be an official group?

No, you don't have to be officially registered with anyone, but we do need to know who the application is being made on behalf of, so if you don't already have a name for your group, please provide a descriptive title (e.g. Broom Hill Residents).

5. What do you mean by a shared / publicly accessible space?

Members of the group and preferably the wider local community should have direct and unrestricted access to the trees, with the exception of trees intended for school/youth sites. We cannot accept applications for private gardens or land with no public benefit.

6. Will you need to see written proof of ownership, planting permission or local support?

We don't need to see any paperwork. You will be asked when completing the application form whether you have permission to plant and who the landowner is. Submitting the application form is sufficient for us to proceed with your application, but we do recommend that you have a

formal arrangement in place with the landowner and not just a verbal agreement in principle. It's wise to keep a copy of any letters or emails on the subject in case you require them for future reference. It's also a good idea to consult the local community to ensure they're supportive of the project. This can help prevent problems in the future and identify some volunteer planters at the same time.

7. We don't know who the landowner is, what should we do?

Even areas thought of as "common land" usually have a legal landowner. If you can't identify the landowner through neighbourhood enquiries, then your local council should have the details on record.

8. Can we plant a tree pack at a Woodland Trust site?

The community tree pack scheme is designed to help communities improve their local environment. As Woodland Trust sites are usually cared for and maintained by us, we prefer groups to select alternative areas within their community that are in need of greening. If your group is currently leasing the land from the Woodland Trust and you are responsible for its upkeep then please contact us to discuss the situation further.

9. Do packs include tree protection?

Spiral and bamboo canes are included with medium (105) and large (420) packs of trees. Groups will be given the option to decline the offer of protection if their application is successful. Protection is not currently supplied with the small (30) packs, but is recommended. Spiral guards help protect the saplings from damage by small mammals, but some groups prefer to use deer tubes to deter larger animals. Both are available to purchase from <http://www.woodlandtrustshop.com/category/93-accessories.aspx>.

10. I need more than 420 trees, what should I do?

You are welcome to continue applying for free tree packs each season until your project is complete. Alternatively, if you are intending to plant more than 0.5 ha (1.24 acres) of non-wooded land then you might want to consider the MOREwoods scheme. You'll find more information at <http://www.woodlandtrust.org.uk/morewoods>.

11. 30 trees is too many, can I have less?

At the moment, 30 trees in a hedge or copse theme is the smallest quantity of trees we can provide for free through the scheme. We appreciate this still might be too many for some small areas and don't mind if you'd like to split the pack over a couple of local sites or share them with another nearby group, as long as you mention your plans on the application form and include the grid reference for the primary planting site.

12. Which pack is most suitable for my location?

A good indicator is to look at which species are already growing well in the surrounding area, as well as considering what you plan to do with them. A PDF guide to choosing the right pack for your area is available on the website, or you can contact us for further information at communitytrees@woodlandtrust.org.uk.

13. Where do the trees in your packs come from?

Our free trees are supplied by <http://www.albatrees.co.uk> - Alba Trees plc supply products including trees, shrubs, wildflowers and reeds, as well as tree shelters, stakes and planting equipment. They specialise in the production of native trees of local provenance from seed collected throughout the UK and are subject to annual checks for all diseases by the Scottish Government's plant health officers. They provide a consultancy service to other nurseries and hold the Royal Warrant as Tree and Shrub Nurserymen by appointment to Her Majesty The Queen.

14. Could the trees from your packs be a source of ash dieback?

Ash trees are no longer included in our free packs. Please note, mountain ash is another name for rowan and is not affected by ash dieback. While wood fuel packs prior to autumn 2012 did include ash trees, they were all sourced and grown in the UK. Our suppliers were also subject to regular checks for disease, with no known cases of ash dieback at the nurseries. Once the trees have been despatched and planted by communities, they have an equal risk as other ash trees of becoming infected, but it is highly unlikely they are the source of any local outbreak.

15. Can I have a mix of trees from the different themes?

Although we cannot alter the content of the packs, we have an extensive range of pack themes on offer that cater for the most common reasons for planting. You can choose up to a maximum of **420** trees for a particular delivery season (e.g. 1x30 copse and 1x105 working wood) to help you achieve the best mix for your neighbourhood.

16. Which of the medium / large packs is best for hedging?

Our wild harvest pack is considered to be the best option if you want to create a hedgerow as the trees will remain quite small. The wildlife and year-round colour packs could also be used for hedging, particularly if you do not mind having some larger trees around. However, we would not recommend ordering a working wood pack as it is more difficult to manage the growth of the species it contains.

17. Is the wild harvest pack suitable for an orchard?

The wild harvest pack includes smaller species of tree that are suitable for hedging and have proven to be very popular with community groups who need to plant up the perimeter of an orchard or allotment.

18. Where can I get fruit trees for an orchard?

As a charity we focus on native broadleaf species, so for more information on non-native fruiting trees we would suggest contacting your local garden centre. For further advice on grants for fruit trees it might be worth visiting <http://www.orchardnetwork.org.uk> or <http://www.commonground.org.uk> .

19. Do you provide hedge plants instead of trees?

Hedgerows are made up of trees, simply planted more closely together and often made up of species that are easier to maintain. As well as the small hedge pack, our wild harvest pack of 105 or 420 trees is ideal for hedging. The wildlife and year-round colour pack can also be used to create a hedgerow, with the taller species such as rowan and silver birch interspersed throughout or used to form separate stands of trees on the land.

20. Why do you need a grid reference?

We need to be able to run some location checks on your chosen planting site. A grid reference is more accurate than a postcode and makes it easier for us to identify the exact location.

21. How do I find out the grid reference?

If you're having trouble identifying the correct grid reference, please go to the Ordnance Survey website:

<http://getamap.ordnancesurvey.co.uk/getamap/frames.htm> . If you enter the nearest postcode you know for the site and then centre the map on your chosen planting location, the correct grid reference should appear just below the image of the map. You need two letters (or one for Northern Ireland) followed by six numbers (8 characters in total i.e. SK123456).

22. Are there areas I shouldn't plant trees?

It's important you make sure the intended planting site isn't too close to buildings, power lines, roads or other services. The saplings will grow quickly, so it's best to anticipate any problems before you plant. If you intend to plant at the side of a public road, please check with the Local Highway Authorities / the Highways Agency first.

23. How will I know if my application has been received?

You should see a confirmation message on your screen and receive an auto-reply email confirming your application was submitted successfully. If you're in any doubt then please contact us at communitytrees@woodlandtrust.org.uk .

24. Can I amend my application after it's been submitted?

Please e-mail communitytrees@woodlandtrust.org.uk with details of the amendment you would like to make and we will update your application form for you. Please don't submit a new application as duplicates can cause problems for us and might result in delays with your request.

25. What are the chances of my application being successful?

The number of packs available for each season is limited, so we do have to judge all applications on merit. However, if you meet the criteria listed on the website and have provided plenty of information on your application form then you stand a good chance of being successful.

26. When will I hear whether my application has been successful?

Successful applicants for November packs will be notified towards the end of September/early October. Applicants for spring packs will hear from us in late January/early February.

27. Why has my application been rejected?

Of course we prefer not to have to reject applications, but in certain circumstances, such as when the land to be planted is not publicly accessible, you might not be considered eligible for the free tree pack scheme.

28. What happens if I'm approved, but need to cancel my pack request?

Once we email you to confirm your application has been approved, you will have the opportunity to cancel the pack, amend your pack choice or alter the delivery details. A deadline will be provided, but once it has passed we cannot make any further changes, as your information will already have been sent to the supplier and loaded into the external courier system.

29. When will my trees arrive?

Autumn packs are due for delivery to successful groups during the first week of November. Successful spring applicants should expect to receive their trees during the first week of March. We will email groups with further details closer to the delivery date.

30. Why do you only send trees out in March and November?

The planting season usually runs from September to March, although northern regions can plant into April. This is the period when the trees are in their dormant phase and as a result the best time to transport and replant them. For this reason our bulk deliveries coincide with this time-frame.

31. Can I choose a specific delivery date or time?

As thousand of packs will be going out from the supplier we can't allow groups to choose a day for delivery or provide groups with a guaranteed delivery date. Deliveries will be made between 8 a.m. and 6 p.m. The delivery schedule will be determined by distance from the supplier and the number of packs going to a particular region. You will receive an email from the supplier once the trees have been despatched, which will include a link to the tracking information for that order. We advise groups to provide an address where someone is likely to be available to sign on weekdays.

32. Can the courier call before delivering?

The courier is **not able to call** before making the delivery to your nominated address. For this reason, please select an address where it's likely someone will be available during the day.

33. Why do packs need to be signed for?

Due to their value, all packs must be signed for. Tree packs cannot be left at unattended sites such as playing fields or allotment sites. If no-one is in then the courier should leave a card for you to rearrange delivery.

34. What if I miss the delivery?

Should the courier call at a time when no-one is available to sign then they should leave a card for you to rearrange delivery at a more convenient time. If they don't hear from you they will usually attempt delivery again before sending the trees back to our supplier.

35. How will my trees be delivered?

Your trees will be delivered to you from our nursery using a professional courier company such as Fedex or City Link. Small packs of 30 trees and medium packs of 105 trees are usually delivered in one box, while a pack of 420 trees is sent in two boxes. Each box is approximately 70 x 50 x 20 cm. Weight will vary according to the quantity of trees requested, but one box of 105 trees will weigh approximately 10-15kg and each box of a 420 pack weighs around 20-25kg. Please note, tree protection is not included with packs, but can be purchased from <http://www.woodlandtrustshop.com> .

36. How should I store the trees?

On receiving your saplings please open the box as soon as possible to give the saplings air and light. If planting within a week of delivery, store in a cool and dry environment with the saplings stood upright in the box. Make sure to keep them out of frost. Avoid dropping the bags or dropping things on the bags – root damage will severely limit growth.

37. How long can I wait before planting?

If storing for longer than a week you'll need to water the saplings so the roots are moist, but not soggy. Ideally the saplings should be planted within 2 weeks of delivery. If this is not possible then please find a suitable location where a trench can be dug out and the saplings can be heeled in until planting is possible. Please note this is not a long-term solution instead of planting.

38. Can you help us plant the trees?

The tree pack scheme is designed to encourage local communities to come together to work as volunteer planters to green a local space. As we're only a small team and we send out thousands of packs across the UK each season, I'm afraid we can't attend in-person to assist with planting. We do provide free downloadable resources at www.woodlandtrust.org.uk/resources to assist you on the day, but groups are responsible for organising their own work force.

39. Where can we hire equipment from?

The Woodland Trust doesn't provide equipment to hire, but you'll normally be able to find a hire firm on the internet, or you could ask a local farmer or allotment group if they can help.

40. Who will be responsible for the trees?

Ultimately the landowner will be responsible for the trees unless a contract has been drawn up to the contrary, so please make sure you have permission to plant from the legal landowner.

41. Would you like to come to our open day, or give a talk to our group?

As much as we would like to accept many of the invitations we receive to make visits or give talks to groups, we're a very small team based in Lincolnshire. The Woodland Trust does have a branch in each country and volunteers working across the UK, so we will try to find someone available to attend, but hope you can appreciate this is not always possible.

42. I've grown some saplings, will you take them?

While the Woodland Trust has over 1000 sites across the UK, the species we're offered aren't always suitable for planting on them and collection can be problematic. If you have some saplings, why not help to green your local neighbourhood by offering them to your local school or allotment? Your local park ranger might also have some ideas.



Free tree pack scheme – frequently asked questions

43. I can't find the answer to my question, who should I contact?

learning@woodlandtrust.org.uk - For advice about learning resources, or if you have questions about small packs for schools.

communitytrees@woodlandtrust.org.uk - For all your community, youth group or medium/large school pack questions.