Coronation Community Orchards Guidance Note

1. <u>General information</u>

WODC is providing £50,000 of funding to community orchard projects across the district, to celebrate the coronation of King Charles III. The aim of the funding is to enable more trees to be planted in non-woodland locations and close to where people live, providing a visible and lasting tribute to the King's Coronation within local communities.

There will be two planting seasons in which groups can submit applications:

- 2023/24 planting season, in which applications are open from 27 November 2023, and planting **must be completed in February and/or March 2024.**
- 2024/25 planting season, in which applications are open from 1 June 2024, and planting must be completed between September 2024 and March 2025.

2. <u>Eligibility</u>

Eligible groups that can apply for the funding include;

- Town and Parish Councils
- Schools
- Community groups
- Residents associations
- Businesses
- Landowners with publicly accessible land

Your community orchard must be publicly accessible, or accessible to a significant number of people for example, in the case of schools. If you are not planting on land that you own, you must have signed permission from the owner or manager of the land indicating that they consent to the planting project.
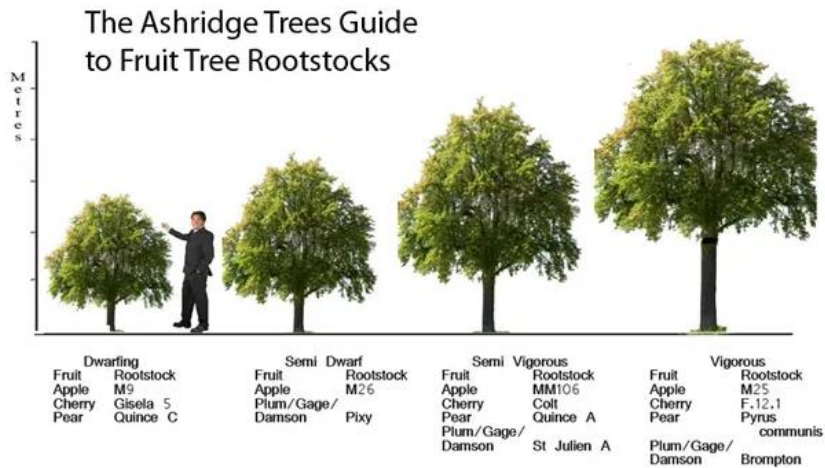
You must have a bank account in the name of the applicant organisation to apply.

3. <u>Planning your orchard</u>

Your community orchard can be any size larger than five trees. Fruit trees that can thrive in UK environments are eligible for purchase – this includes but is not limited to:

- Apples
- Cherries
- Greengages
- Pears
- Plums
- Quinces
- Walnuts

Survival rates for orchard trees are expected to be high. We recommend that semi-vigorous rootstocks trees that are at least two years old are planted as part of your scheme, to optimise establishment and ensure quick fruit production.

The Ashridge Trees Guide to Fruit Tree Rootstocks

Dwarfing		Semi Dwarf		Semi Vigorous		Vigorous	
Fruit	Rootstock	Fruit	Rootstock	Fruit	Rootstock	Fruit	Rootstock
Apple	M9	Apple	M26	Apple	MM106	Apple	M25
Cherry	Gisela 5	Plum/Gage/		Cherry	Colt	Cherry	F.12.1
Pear	Quince C	Damson	Pixy	Pear	Quince A	Pear	Pyrus
				Plum/Gage/			communis
				Damson	St Julien A	Plum/Gage/	
						Damson	Brompton

The funding can be used to add to existing orchards, if all other eligibility criteria are met, and the costs of the new trees are not covered elsewhere.

WODC can fund capital items only that are required for planting your orchard. This can include items such as:

- Trees and their protection
- Equipment for planting trees such as spades
- Ground preparation
- Delivery of items
- Short term tree upkeep items such as mulch and fertiliser

There is no maximum or minimum amount that can be applied for, however the number and type of trees must be appropriate for the site. Maintenance costs cannot be funded as part of this scheme. Costs and suppliers will be outlined and submitted using the table that can be downloaded here.

We recommend that members of your community are involved in the planting of your orchard to maximise its community value and project engagement.

4. Important supplier details

You must meet the Biosecure Procurement Requirement by sourcing your plants from suppliers who can provide you with evidence that they meet the requirements set out in the Plant Health Management Standard. Details on this are available at: https://planthealthy.org.uk/.

You must ensure that the nursery can provide you with evidence of this before you purchase trees from them. If you are not purchasing your trees from a commercial supplier, you will be exempt from this requirement during the pilot phase of the Biosecure Procurement Requirement, but you must ensure that you are content that good biosecurity practices have been followed by familiarising yourself with the biosecurity measures that were in place to reduce the risks to those trees from diseases and insect pests.

All grant recipients must demonstrate best value for money will be achieved by obtaining a minimum of three quotes during any purchasing activity.

5. Long term maintenance

We want the trees to successfully establish and be maintained going forward. We recommend that you include costs of tree protection within your grant.

Successful applicants will be required to sign a Memorandum of Understanding (MoU) on receipt of the funds that outlines a commitment to actively manage the trees for at least five years. Recipients will be required to submit photos for the following three years after planting to confirm establishment and management practices, and spot checks will be carried out by the council's Biodiversity and Countryside Land Management Officer.

6. Submitting your application and grant awards

Your completed application can be submitted anytime from 27 November 2023 onwards, with a final deadline on Friday 19 January 2024. The application will be submitted on our online platform. The questions for the application form can be found below for reference.

All fully completed eligible applications will be assessed by WODC. Successful applicants will be required to sign a MoU and return both signed electronic and original hard copies before the grant can be authorised.

7. Contacting WODC

If you have queries about your community orchard scheme, please email climate.action@westoxon.gov.uk and one of our team will respond.

Grant application questions

Contact details

Group or company name

Group or company address

Group or company email

Group or company phone number

Applicant name

Applicant email

Applicant phone number

Secondary contact name

Secondary contact email

Secondary contact phone number

We will not contact your secondary contact unless we do not receive responses from the applicant.

Describe your project

Please describe the proposed planting location and how the space is currently used.

This is so we can understand if the site is suitable for orchard tree planting.

Please draw a polygon on a map to indicate the planting area.

You can use https://gridreferencefinder.com/ to draw a polygon. Locate your site using the postcode search bar, select the 'Draw a Polygon' button, and click points around your site to create a polygon. You can then print the page as a pdf, and upload below.
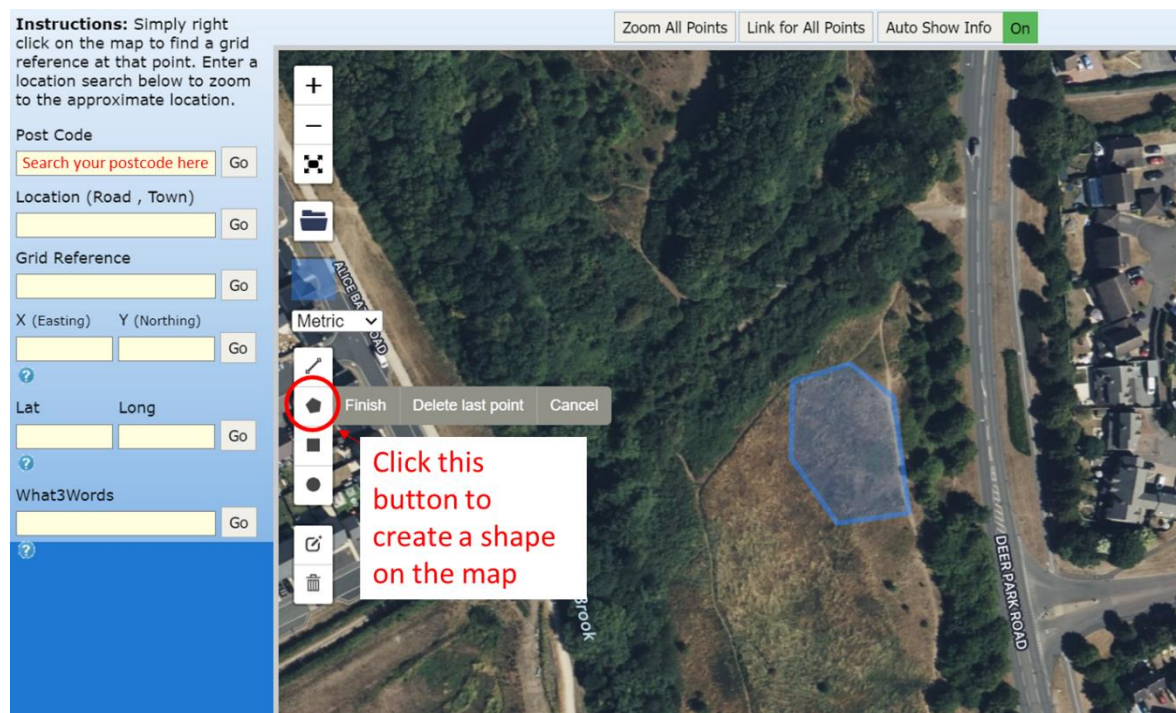
Grid reference of the tree planting location

You can identify a site's grid reference by visiting https://gridreferencefinder.com/ and following the instructions on the website.

Who owns the planting land?

You must have signed permission from the owner or manager of the land indicating that the project has approval for delivery.

If not planting on land that your group or business owns, please upload confirmation that you have permission to plant here.

Who has access to the site?

All trees must be planted in public / publicly-accessible spaces: sites that are accessible to the public, including schools, parks, rights of way, and sites managed by community groups.

How many trees will you be planting?

How much funding are you requesting?

How many people will be involved in planting your trees?

Tell us about your planting project.

Please outline the following:

- Purpose of the project
- Who will benefit from the project?
- Who will be involved in the planting of the trees?
- Varieties and quantities of trees to be planted and a rough description of their layout.

- How the trees will be protected.

Please upload your requested funding costs here – the Excel template for this can be downloaded [here](#).

Please confirm that you have read and understood the tree supplier biosecurity requirements outlined in the 'Important Supplier Details' section of the guidance notes.

Three quotes are needed to demonstrate that best value for money has been sought for the items you are requesting. Please upload these here

These can be quotes you've requested or screenshots from supplier's websites. Please upload these as a zipped file here.

Long term maintenance

If successful, funding will be issued at the end of January 2023. When do you plan to plant the trees?

Who will be responsible for long term maintenance of the trees?

Other information

Is there anything you would like to tell us to support your application?

Payment and Memorandum of Understanding confirmation

You must have a bank account in the name of the applicant organisation. Payment cannot be made to an individual. Please confirm that you can provide the following if you are successful:

- **Bank account name**
- **Sort code**
- **Account number**

Please confirm that you have read and provisionally agree to the terms within the draft Memorandum of Understanding, which can be found on our website [here](#) before submitting your application.