

# THE TRUST ~GAZETTE~

PUBLISHED BY THE HAMPSTEAD GARDEN SUBURB TRUST LIMITED

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## Suburb Tree Survey

**The Hampstead Garden Suburb Tree Survey is now complete, with the published document available on the Trust's website.**

The project began in 2012 as a follow-up to the Conservation Area Character Appraisal which focussed on the Suburb's built architecture. It was decided that a tree survey – which looks at the influence of trees on the streetscape and wider Suburb – would be a useful document.

### *Suburb trees*



The project was led by Judith Chaney, a former Trustee who had previously worked on the Character Appraisal. Judith recruited volunteers and liaised with representatives from the Trust, the London Borough of Barnet and the Residents Association. She also worked with Trust staff (first Lauren Geisler, then Paul Capewell) to get the collected information into a finished document.

*Continued on page 2 ►►*



### **The Hampstead Garden Suburb Trust Annual General Meeting**

**7.30pm for 8pm start  
Wednesday 14 September  
Henrietta Barnett School,  
Central Square**

The meeting is open to all residents, but to be eligible to vote you must be a full Member of the Trust. If you are unsure if you are already a Member of the Trust please check with the Trust office. Contact details and information on how to join the Trust are on the back page of this Gazette.

Members and other residents are warmly invited to join the Trust Council Members and staff for refreshments and conversation from 7.30pm-8pm.

**ALL WELCOME. REFRESHMENTS**

### **THE GAZETTE AT A GLANCE**

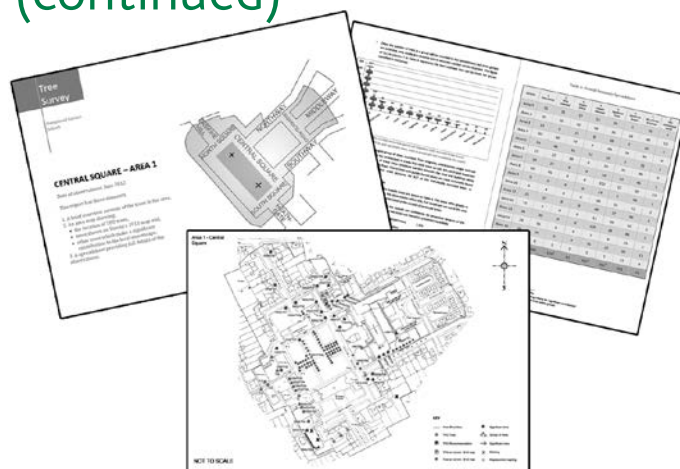
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# Suburb Tree Survey (continued)

The Suburb's trees are one of its most fundamental assets. The retention of some field boundaries and forest trees was key to Raymond Unwin's vision for the Suburb, and many of these can be seen today as mature oaks. While the Suburb's street trees are recorded and maintained by the London Borough of Barnet, other trees in Trust-owned open spaces and on private property have never before been properly surveyed and recorded.

The Suburb was divided into sixteen character areas, based on those used in the Character Appraisal. Base maps were produced using data from Barnet's TPO (tree preservation order) maps, as well as from a 1913 Raymond Unwin plan, which shows the early Suburb layout and individual trees which were maintained from field boundaries and incorporated into the streetscape.

Fieldwork volunteers walked the Suburb with each area map, identifying TPO trees and Unwin trees where they could, and recording missing trees where necessary.



## *The Hampstead Garden Suburb Tree Survey: sample pages*

Volunteers then added 'significant' trees that could be seen from the street over rooftops, in gardens, and on open spaces not necessarily recorded by Barnet. They also made recommendations for new tree preservation orders where they felt one was worthy.

The locations of the trees were added to maps (or corrected, where necessary), and details of location, species, and any other remarks were recorded. All this information was then collated into spreadsheets, producing a database of the Suburb's non-street trees.

Volunteers did not have access to private property; trees in rear gardens and backlands were only included where they were visible from the street and contributed to the streetscape. Where only the tops of trees could be seen, locations were approximated using aerial photography for the purposes of adding them to the maps.

The finished document contains a description, map, and spreadsheet for each of the sixteen areas. It will be used by the Trust as a 'snapshot' of the state of the Suburb's trees at this time, and will inform decisions regarding future tree maintenance alongside recommendations by the Trust's arboricultural consultant. It is also hoped that the document will be used by Barnet, other organisations and residents with an interest in the Suburb's trees.

The tree survey can be found on the Trust website.

Before undertaking any tree work, the consent of the Trust is required.

To make an appointment for a free site visit from the Trust's arboricultural consultant, please ring the office on 0208 455 1066.



*Judith Chaney working on the Tree Survey*

# Annual Review

**It has been another busy year for the Trust, with a large number of planning applications processed, and hundreds of site visits from our architectural and estate teams.**

Even after a Provisional Consent is granted by the Trust for changes to a building or garden, staff are involved in approving the finer details of a project. This includes detailed landscaping proposals and the specific materials used on a project such as the bricks, paving materials, pointing, roof tiles, external pipework and all external joinery such as windows and doors.

In addition to alterations for change, the same process is followed when repairs are carried out to existing buildings and/or gardens. Much of the Architectural team's time is taken up in advising on materials and details for alterations or repairs. This includes advising existing and prospective purchasers before a project is undertaken. There is a wide variety of buildings, gardens and materials used in different parts of the Suburb and the attention to detail in alterations and repairs helps maintain the character of the Suburb as noticeably different to other estates without the covenants possessed by the Trust.

Cyclical maintenance and inspections of the Trust's open spaces and private roads have continued as usual, and a second refurbished tennis court in Central Square for the use of Suburb residents has been opened. Work on The Great Wall has continued, with wall anchors going in this summer to ensure the stability of the structure. We are also collaborating with local groups on a project to improve the Central Square flowerbeds.

The Trust reached an accommodation in the form of a financial settlement with a resident who constructed a larger and deeper basement than that for which the Trust had given consent. We have subsequently initiated supplementary guidance in respect of basements and increased vigilance during the course of such constructions. The Trust's general policy will continue to be to threaten and/or obtain injunctions to restrain or reverse unauthorised work.

During the course of the year a review of all outstanding listed infringements was carried out. As a result 43 such issues were successfully resolved.

The Trust has continued to give grants to local organisations whose work benefits the Suburb, as detailed on page 9.

A detailed breakdown of the costs of the Management Charge can be found on page 8.

## Key achievements for the Trust this year:

- 256 planning applications received
- 844 site visits and inspections from the Architectural team
- Tree Survey completed and published
- 29 Infringement Notices served
- 43 Infringements resolved and lifted
- 540 visits by the Trust's arboricultural consultant
- Grants of £28,500 to Suburb good causes
- 5 guided tours of the Suburb
- 2 tennis courts in use: 2,000 bookings to date
- Further progress made on repairs to the Great Wall – nearing completion
- Work started on Central Square flower beds in collaboration with Central Square Residents Association, HGS Residents Association, and LB Barnet
- Preparation works for the restoration of a retaining wall in Corringham Road



*Nick Packard led a Heritage walking tour for Proms at St Jude's in June*



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# Righting Architectural Wrongs

**One of the Trust's principal duties is to control alterations to properties on the Suburb. This can lead to the Trust taking action where unauthorised work has been undertaken.**

The Trust has powers to correct unauthorised works through the Scheme of Management for freehold properties, or through conditions in leases.

Over the past year, 29 new infringements were logged, while 43 were resolved through cooperation with owners. The larger number of resolved infringements (20 were resolved last year) came as part of a concerted effort by the Trust to investigate historic issues and take these up with owners.

The Trust's architectural team is here to work with owners and their

contractors to ensure the most appropriate alterations, materials and details are used.

To make an appointment for a free site visit from one of our architectural team, please call the office on 0208 455 1066.

This year, a number of issues were resolved which included windows, hardstandings, and the restoration of hedging and other soft landscaping.



*Hardstanding before*



*Hardstanding after – with restored flowerbeds*



*Hardstanding before*



*Hardstanding after – with added lawn*



*Unauthorised gate posts and gates*



*Gate posts and gates removed*

## Central Square Flower Beds

### **The Central Square flower beds are undergoing a transformation.**

The Central Square Residents Association, together with London Borough of Barnet, Hampstead Garden Suburb Trust and the Suburb Residents Association, has commissioned SPC Designs to develop a scheme to renew the flower beds in Central Square. All the above organisations have contributed financially to enable the scheme to take place and their input is appreciated.

Work commenced this spring and will continue over the coming seasons. Details of the plans can be viewed at the Trust office, on boards at the Central Square tennis courts, or on the Trust and RA websites.

As of August 2016, the beds have been set out, and lined with metal edging to reinforce their shape.

The shapes of the beds are a modification of Lutyens' 1915 scheme (which was never realised), with the new planting taking its inspiration



*Central Square in August 2016*

directly from photographic evidence of that time.

Cubes of beech on the four corners of each quadrant, and two offset in each central space, will form a visual relationship with the existing hedges. This cubiform shape reflects the original lime tree 'boxes'.

The planting scheme will offer visual interest in different ways for nine months of the year, with a three dimensional effect inviting further exploration.



*Metal edging*

The planting selection has been specifically chosen with the prevailing wet winter conditions of the site in mind.



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# Walks, Talks and Education

**Among the Trust's many duties in preserving the character and amenities of the Suburb is showing how important the Suburb is and what is done to protect it. Over the past year, we have been involved in a number of events which aim to do just that.**

From time to time, we are approached by visitors from further afield who want to come and see the Suburb for themselves.

The Suburb has a number of design principles in common with the village of Mariemont near Cincinnati, Ohio, and it was a pleasure to have a visit from the Mayor and his wife, Dan and Barbara Policastro. It was interesting comparing notes on how their village and our Suburb are run, and the Trust was honoured to receive a ceremonial 'key to the village', strengthening the bond with our distant cousins.

We were also contacted by Hungarian town planner Istvan Gyulai who had served as chief architect to the Wekerle district of Budapest - a beautiful suburb laid out following 'garden city' principles.

Mr Gyulai, along with wife and son, enjoyed a guided tour of our Suburb, and told David Davidson all about Wekerle and its origins.

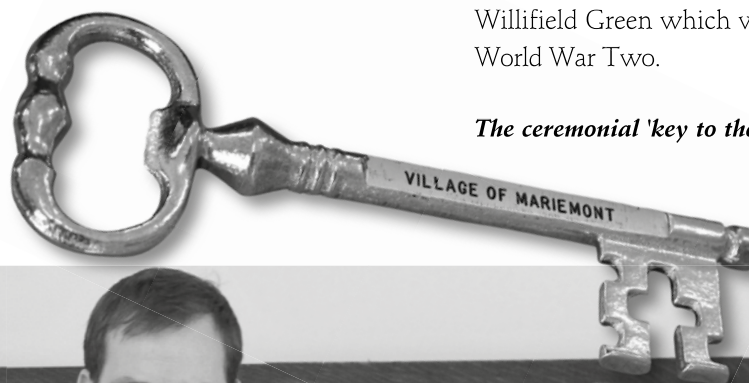
In June, David attended a conference at the University of Oxford in association with The Gardens Trust, giving a lecture on 'The Sharing of Great Things: Landscape and Planning at Hampstead Garden Suburb.'

The Trust is also keen to inform and educate residents.

As part of this year's Proms at St Jude's (the Trust is also a supporter), the Trust again ran a series of heritage walks, with staff giving up their time, and proceeds from tickets going towards the good causes the Proms supports.

Paul Capewell kicked things off talking about architect Charles Paget Wade, whose main body of work came to fruition on the Suburb, working in the office of Parker & Unwin at Wyldes. Wade contributed details and designs for a number of prominent Suburb features, including one of the two gateway houses at the entrance to Rotherwick Road, the Great Wall overlooking the Heath Extension, Asmunds Place, and the Club House on Willifield Green which was lost during World War Two.

*The ceremonial 'key to the village'*



*Nick Packard with Mariemont Mayor Dan Policastro and wife Barbara*



***Paul Capewell led a Heritage walking tour for Proms at St Jude's***

Wade went on to buy Snowhill Manor in the Cotswolds, filling it with beautiful objects, and it is now a much-visited National Trust property.

David Davidson led a group around some examples of the work of architect George Lister Sutcliffe, whose career was cut short by his early death one hundred years ago last September. Sutcliffe also worked on Brentham Garden Suburb in West London.

And Nick Packard, Trust Manager, led a walk highlighting what the Trust does to protect the Suburb.

Back in December, a crowd gathered at Henrietta Barnett School for a guest lecture from Charlotte Hopkins of the London Metropolitan Archives. Charlotte put forward her case for Dame Henrietta Barnett as a 'philanthropic hero.' This was a well-attended event, and audience members came in from the cold to enjoy refreshments and hear Charlotte speak. Dame Henrietta's portrait, which looks over the school hall, provided a fitting backdrop.



***Charlotte Hopkins of the LMA delivered a guest lecture on Dame Henrietta Barnett***

### **Allotments for rent**

Allotments have always been a key feature of the Suburb. Dame Henrietta Barnett wanted residents to make the most of life outdoors in green surroundings, including growing their own produce where possible. Numerous sites were integrated into the layout of the Suburb.

Today the Trust manages eleven allotment sites, which provide residents with the space to grow produce, socialise and maintain fitness outdoors.

Vacant plots become available for new tenants from time to time. If you would like further information, please ring the Trust office on 0208 455 1066.



***Trust Manager Nick Packard showing residents one of our allotments***

# The Scheme of Management Charge

## The Management Charge for 2016-2017 has been estimated at £145.21.

The Trust operates the Scheme at cost; a surplus in the actual cost of operating the Scheme is the property of the charge-payers and is returned to them as a rebate in the following year.

Similarly a deficit would be charged in the following year. The regulations do not allow a sinking fund, so the charge can vary substantially from year to year.

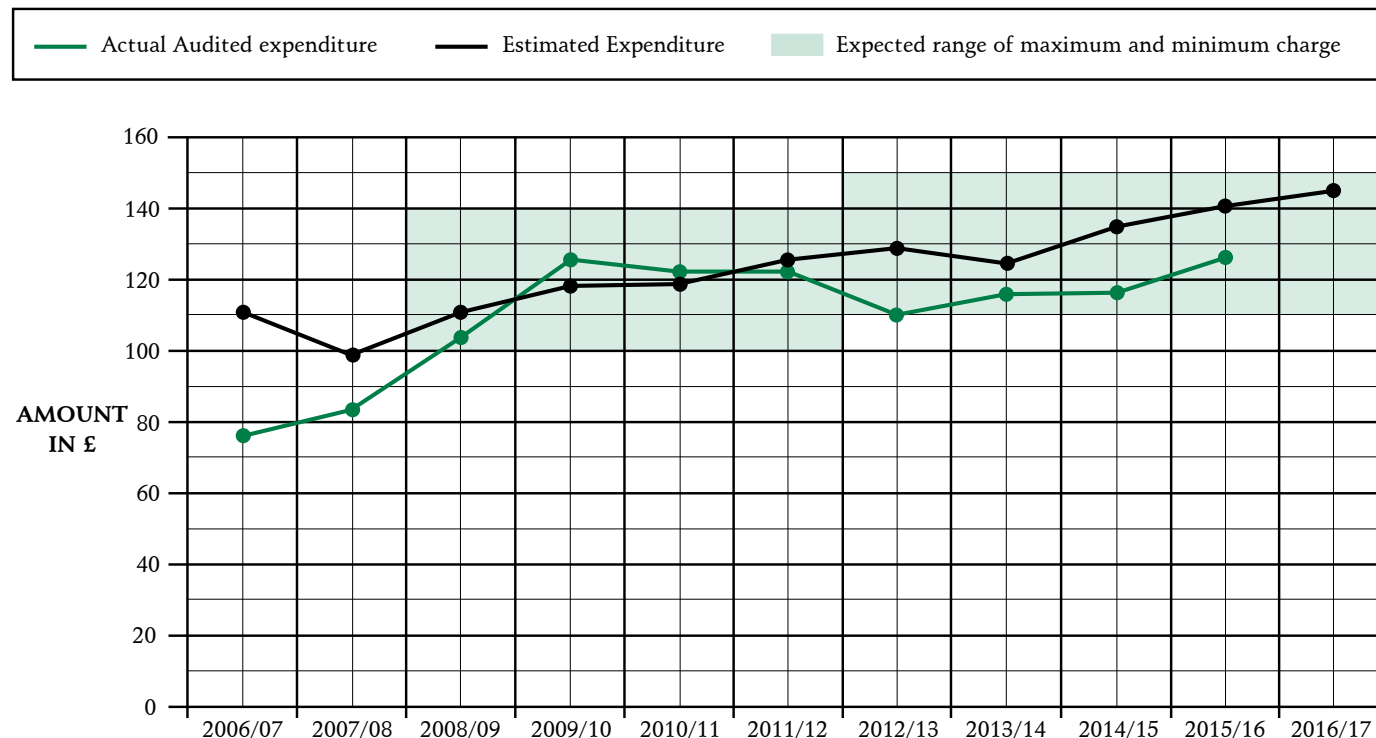
For 2015-2016, there is a rebate of £14.21 against each Management Charge. The rebate is reduced for any property that became freehold after 5 April 2015. This rebate is offset against the Charge for the current year 2016-2017 so that for most properties **the net amount payable in September 2016 is £131.00.**

## Scheme of Management Operating Expenses

Because when the Charge is set, it is **an estimate for the remainder of**

**the coming year**, it will almost certainly differ from **the actual, audited expenses at the end of the year**. The closeness of the estimated level of the Charge to the actual expenses is a measure of the Trust's budgeting skills together with the extent to which chance favours the Trust – a mixture of luck and judgement. **But in the long run the cumulative cost of the Management Charge will exactly equal the cumulative cost of the expenses of operating the Scheme as rebates are returned and surcharges levied.**

## The Management Charge 2006/07 to 2016/17



YEAR	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Actual Expenditure	77	82	104	126	121	121	110	117	118	127	tbc
Estimated Expenditure	110	99	110	118	119	125	129	125	135	141	145



## The Trust's expectations for the expense of operating the Scheme of Management

**The Trust Council expects that, for the foreseeable future, the annual expense of operating the Scheme of Management will be not more than £150 or less than £110 in 2015 monetary values for**

each property unit liable to pay the Management Charge. The central expectation is that the Charge will be about £130-£135 annually.

## The Management Charge 2006/2007 to 2016/2017

In 2007 the then Leasehold Valuation Tribunal approved the increase in the Management Charge but noted that

charge-payers should be given more warning of changes than they had had in 2006. Since 2008, therefore, the Trust Council has each year published its estimate of the level of the charge 'for the foreseeable future' – effectively two and a half years. The chart on page 8 illustrates that the expenses of the Scheme have been controlled and held within the published range (shown shaded in green).

## Grants

**The Trust is able to make grants to local organisations whose work benefits the Suburb and those who live there. Payments are made from its own funds (rather than from the Scheme of Management) under the terms of its constitution.**

The total amount granted in 2015/2016 has increased to £28,500 from £2,876 in 2006/2007.

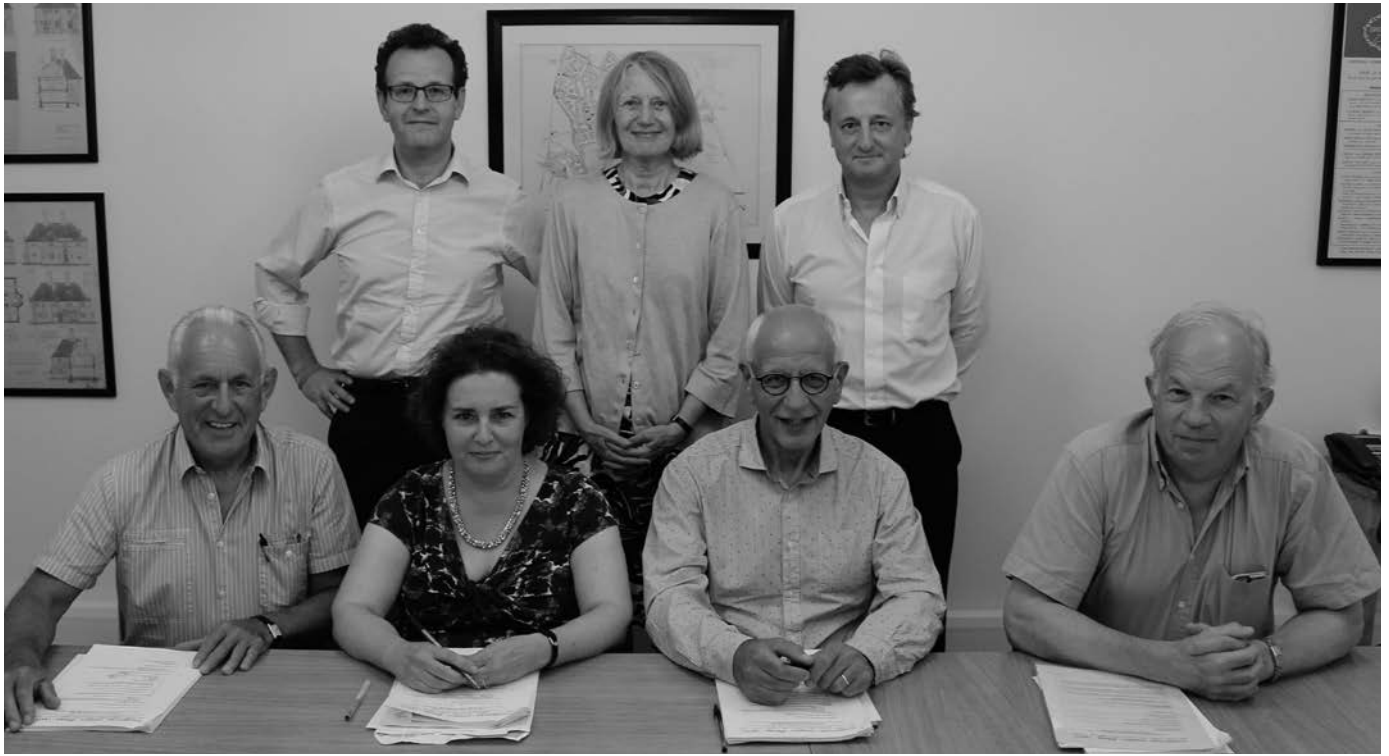
Based on the recommendations of the Grants and Amenities Committee, these grants are as follows:

- **£16,000** to St Jude's for the repair of the fabric of the building,
- **£1,300** to the HGS Archive Trust to cover their accommodation costs in the Trust offices,
- **£800** to Open City London,
- **£650** to the Garden Suburb Theatre towards the cost of a performance in Little Wood,
- **£1,000** to the Orchard Housing Society towards furniture in a communal lounge,
- **£300** to Abbeyfield to reimburse management charges and road sweeping charges, and a further **£150** to support a programme of outings,
- **£100** to Fellowship House,
- **£1,200** to the Youth Music Centre,
- **£600** to Alyth Synagogue for Shalom suppers,
- **£600** to Northway Gardens Organisation,
- **£300** to Resources for Autism to improve their flower beds,
- **£500** towards a series of chamber concerts at Fellowship,
- and **£1,000** to HGS Table Tennis Club.



*Hampstead Garden Suburb Table Tennis Club*

## The Trust Council in July 2016



**Back row (l-r): Jonathan Ross, Elspeth Clements, Tim Leach (Alison Blom-Cooper - absent)**  
**Front row (l-r): Michael Franklin, Claire Calman, Richard Wiseman (chairman), Michael David White**

The eight Trust Council members (the Trustees) represent a balance between the interests of Suburb residents and the wider public, in conserving and regulating this unique area. Four members of the Trust Council must live on the Suburb, and are elected by those residents who have chosen to be Members of the Trust.

At least one of these places must be made available for election each year. See back page to become a Member.

The remaining four Trustees must not be Suburb residents, and are appointed by eminent national bodies; the Royal Institute of British Architects, the Victorian Society, the Law Society, and the Royal Town Planning Institute.

The balance between the elected and appointed Trustees on the Trust Council creates stability and ensures residents are properly represented without allowing a particular interest group to control the Trust.

## Election and Appointment to the Council in the Past Year

There was one vacancy for election as Claire Calman reached the end of a three year term. Varda Aaron and Claire Calman stood for the vacant position. The auditors, haysmacintyre, received 586 valid voting papers and rejected 20 papers as invalid.

haysmacintyre reported that votes were cast as follows: Varda Aaron, 226; Claire Calman, 340

haysmacintyre declared that the candidate elected was Claire Calman.

**Claire Calman ►**





## 25. RESOURCES EXPENDED ALLOCATED TO FUNDS AND RELATING TO MANAGEMENT CHARGE YEAR ENDED 5 APRIL 2016

Expenditure items	Total £	General Fund, Designated & Restricted Funds £	Scheme of Management £	Cost per charge £	2014/2015 £
<b>1. Staff costs:</b>	438,920	65,838	373,082		
Staff salaries inc PAYE & NI, contract & temporary staff, employee & volunteer expenses, training costs					
<b>Less:</b>					
Income from fees on freehold applications			(125,986)		
<b>Net staff costs</b>			<b>247,096</b>	<b>65.17</b>	<b>59.72</b>
<b>2. Premises costs:</b>					
Office rent, utilities, telephone, Council Tax, repairs and renewals, cleaning etc.	54,304	8,146	<b>46,159</b>	12.17	11.87
<b>3. Administrative costs:</b>					
Insurance (except for Trustees), office equipment, printing, postage & stationery, public relations, bank charges, depreciation	70,536	10,580	<b>59,955</b>	15.81	15.20
<b>4. Governance costs:</b>					
Trustee insurance etc.	8,305	1,246	<b>7,059</b>	1.86	1.40
<b>5. Projects and amenities costs:</b>					
Maintenance of amenity areas and other projects	179,284	128,854	<b>50,431</b>	13.30	7.55
<b>6. Legal costs:</b>	103,518	30,197	<b>73,321</b>	19.34	14.16
<b>7. Legal costs recovered:</b>	(35,758)	(3,596)	<b>(32,162)</b>	(8.48)	-
<b>8. Other professional costs:</b>					
Arboriculturalist, human resources, valuation and other advice	23,261	4,381	<b>18,880</b>	4.98	5.68
<b>9. Audit fees:</b>	11,413	1,658	<b>9,755</b>	2.57	2.24
<b>EXPENDITURE</b>	<b>853,783</b>	<b>247,304</b>	<b>480,494</b>	<b>126.73</b>	<b>117.82</b>
<b>Income from fees on freehold applications</b>		<b>125,986</b>			
Total management charges including in-year enfranchisers		<b>534,679</b>			
Total income			<b>660,665</b>		
Total expenditure			<b>606,480</b>		
Balance of Management Charges to be (charged) credited to freeholders			<b>54,185</b>	<b>14.21</b>	(rounded figures)

At 6 April 2015 3,784 Management Charges payable. At 6 April 2016 3,799 Management Charges payable.

*This extract from the Trust's audited Annual Report & Accounts shows how the Management Charge was spent. The full report is sent to all Members of the Trust (application form on the back of this Gazette).*

# Become a Member of the Suburb Trust

Membership of the Trust is not automatic and is entirely voluntary (unlike the obligation to pay the Management Charge or Ground Rent). By choosing to become Members residents have the opportunity to keep up to date with Trust news, receive the annual report and accounts and to participate in the Annual General Meeting. Members receive invitations to occasional lectures and other Trust events.

The Trust differs from most companies in that while fulfilling its objective to conserve and maintain the character and amenities of the Suburb it produces no profits or dividends. The Trust does not have shareholders but Members who have no financial commitment and a limited liquidation liability of £1.

The Trust hopes that Suburb residents who believe that conservation of this unique area is important will consider

becoming Members. Residents may become Members, free of charge, if they are over 18 and have lived on the Suburb for more than 3 years.

Residents who have lived on the Suburb for less than 3 years can become Associate Members. Forms are available from the Trust office.

If you have any questions about membership please do not hesitate to contact the Trust office.

## APPLICATION FOR MEMBERSHIP

**Please send completed forms to: The Membership Secretary, The Hampstead Garden Suburb Trust, 862 Finchley Road, London, NW11 6AB**

I (Mr/Mrs/Miss/Ms) \_\_\_\_\_  
(FULL NAME IN BLOCK CAPITALS)

of \_\_\_\_\_  
(FULL ADDRESS IN BLOCK CAPITALS)

Email address \_\_\_\_\_

hereby apply for membership of The Hampstead Garden Suburb Trust Limited subject to the provisions of the Memorandum of Articles of Association thereof. I declare that I am a resident\* in the Hampstead Garden Suburb and that I have been continuously since \_\_\_\_\_ (at least 3 years before application) and am over 18 years of age.

Date \_\_\_\_\_ Signature \_\_\_\_\_

\* 'resident' in the case of a corporation means entitled in the opinion of the Council of the Hampstead Garden Suburb Trust Limited to be treated as a resident of the Hampstead Garden Suburb.

## Contacting The Trust

Residents are welcome to contact Trust Manager, Nick Packard, on any aspect of the Trust's work.

862 Finchley Road, Hampstead Garden Suburb, London, NW11 6AB  
Tel: 020 8455 1066 • Website: [www.hgstrust.org](http://www.hgstrust.org) • E-mail: [mail@hgstrust.org](mailto:mail@hgstrust.org) • Twitter: @HGSTrust  
Company registration number: 928520 • Registered charity number: 1050098

# HAMPSTEAD - GARDEN - SUBURB - TRUST