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Our Ref : 25/00944/TCA  
  
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Date: 6 May 2025

Dear Sir / Madam,

**T1: Sycamore - Fell. T2: Ash - Reduce by 2m. T3: Hawthorn - Fell.  
Macfadyen Webb House , Norton Way North, Letchworth Garden City, Hertfordshire, SG6  
1BU**

Please quote the following reference: 25/00944/TCA on all correspondence.

I refer to your letter and enclosed plan of 4 April 2025 giving notification and details of work specified above, to trees within the Conservation Area.

I can confirm that North Hertfordshire District Council has no objection to this work. The requirements of Section 211 of The 1990 Town and Country Planning Act have therefore been met and you may proceed with the work at your earliest convenience.

The season for nesting birds is 1st March to 31st August, please ensure between these dates the trees are checked for any nests or other wildlife prior to undertaking the works. Under the Wildlife & Countryside Act 1981, all birds, their nests and eggs are protected by law and it is an offence, within certain exceptions, to: intentionally destroy a wild bird's nest while it is being used or built. There are other exemptions, this one being the most likely situation relevant to this case. For further details please refer to the following link:

<https://www.gov.uk/guidance/wild-birds-protection-surveys-and-licences>

You are also advised that where tree works are to be undertaken it is the legal responsibility of the contractor to check for bats. If bats are found during the course of any work to trees where not previously anticipated, then works should immediately stop and Natural England notified for appropriate advice. For further details please refer to the following link:

<https://www.gov.uk/guidance/bats-protection-surveys-and-licences>

In an effort to combat climate change and to maintain the tree coverage to the east side of Norton Common, North Hertfordshire Council advises that two native trees be planted within the wider group of trees to the rear of MacFayden Webb House following removal of the Hawthorn and Sycamore trees. Please make sure you are familiar with the planting season which runs from 1st November until 31st March, this will give the trees the best chance of survival.

Finally, I would suggest that you also inform the Letchworth Garden City Heritage Foundation of the proposed work.

The work referred to above should be completed within 2 years from the date of this letter. If it is not, and you still wish to carry it out, you will need to re-notify the Council of your intention to carry out the works.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'S Greaves', written in a cursive style.

Shaun Greaves

Development and Conservation Manager

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