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Mrs Kerrie Morris
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SG16 6JL

Our Ref : 25/01344/TCA

Contact : Melissa Tyler
Direct Line: 01462 474245
Email : melissa.tyler@north-herts.gov.uk
Date: 21 July 2025

Dear Sir / Madam,

**Conifer - Reduce height by 3m and Trim Back Side. Laurel - Trim by up to 1m, raise lower branches from roof. Yew Hedge - Reduce and trim by up to 3m.
The Pond House, 4 High Street, Offley, Hitchin, Hertfordshire, SG5 3AA**

Please quote the following reference: 25/01344/TCA on all correspondence.

I refer to your letter and enclosed plan of 20 May 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>

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 black ink, appearing to read 'S Greaves', written in a cursive style.

Shaun Greaves
Development and Conservation Manager

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