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MR Dudley Jooste
Manor Farm
Roxley Court Lane
Willian
Letchworth
SG6 2AH
United Kingdom

Our Ref : 25/02731/TCA

Contact : Vicki Wood
Direct Line: 01462 474158
Email : vicki.wood@north-herts.gov.uk
Date: 21 November 2025

Dear Sir / Madam,

B3: 9 x Ash, 3 x Maple, 4 x Silver Birch - Fell to ground level. B7: Privet - Remove to ground level.
The Spirella Building , Bridge Road, Letchworth Garden City, Hertfordshire, SG6 4ET

Please quote the following reference: 25/02731/TCA on all correspondence.

I refer to your letter and enclosed plan of 24 October 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 addition to this approval, and prior to the felling of the trees, you **MUST** make sure you have obtained the written consent of the Letchworth Garden City Heritage Foundation (where applicable).

In an effort to combat climate change, North Hertfordshire Council advises that 10 native trees be planted within the grounds of the Spirella Building following removal of the Ash, Maple and Silver Birch 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.

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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