



**North
Herts
Council**

Correspondence address:

PO Box 10613, Nottingham, NG6 6DW

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**Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO) and/or
Notification of Proposed Works to Trees in a Conservation Area**

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Tree Location

Please provide the address of the site where the tree(s) stands (full address if possible)

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

If the location is unclear or there is not a full postal address, describe as clearly as possible where it is

(for example, 'Land to rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road')

Applicant Details

Name/Company

Title

First name

Gabriela

Surname

Ross

Company Name

Address

Address line 1

Woodside, Windmill Hill

Address line 2

Highbury Road

Address line 3

Town/City

Hitchin

County

Country

United Kingdom

Postcode

SG4 9RT

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

What Are You Applying For?

Based on the type of work proposed and the location and protected status of the trees involved, there are various details and supporting information that will need to be supplied in order for the Local Planning Authority to determine the application.

Are you seeking consent for works to tree(s) subject to a Tree Preservation Order?

- ☐ Yes
☒ No

Are you wishing to carry out works to tree(s) in a conservation area?

- ☒ Yes
☐ No

Documents and plans (for any tree)

A sketch plan clearly showing the position of trees listed in the question 'Identification of Tree(s) and Description of Works' MUST be provided when applying for works to trees covered by a Tree Preservation Order.

A sketch plan is also advised when notifying the LPA of works to trees in a conservation area ([see guidance notes](#)).

It would also be helpful if you provided details of any advice given on site by an LPA officer.

Are you providing additional information in support of your application (e.g. an additional schedule of work for the question 'Identification of Tree(s) and Description of Works')?

- ☒ Yes
☐ No

If Yes, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application

See attached document for a sketch plan of the garden, which shows the position of the relevant trees and the boundary. Also included are two photos.

Identification of Tree(s) and Description of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out

No 1. Portuguese Laurel & 2. Crab Apple - to be removed.

The Portuguese Laurel bush has been allowed to grow without trimming over a number of years and a Crab Apple is growing next to/through it. Both are situated adjacent and on top of a supporting wall and they are in danger of affecting the structure of the retaining wall. Furthermore, they give excessive shade to the seating area by the house.

No 3. Copper Beech – to be removed.

This tree is oversized for the size of the garden. The canopy is taking up approximately a quarter of our back garden. Its size also adversely affects any plants/shrubs that are trying to grow in the vicinity. The tree takes all the moisture out of the ground and together with the shade the tree gives, plants and lawn around it struggle to grow. It has also affected the growth and development of the yew hedge bordering Windmill Hill (no 4). The Copper Beech and Portuguese Laurel also significantly affect the view we have from our property (see photo 1). We believe the Copper Beech in particular has a material detrimental effect to the enjoyment we can take of being in this elevated position overlooking Hitchin.

No 4. Yew Hedge – prune/remove dead plants/remove self seeded plants hindering the growth of the yew hedge.

The yew hedge on top of Windmill Hill which runs along the 3 properties (Woodside, Wisteria House and Yew Lodge) can be seen from town looking up towards Windmill Hill and provides a landmark. Currently, the part of the hedge where our property borders onto is not in a good state (the size of the Copper Beech has also adversely affected the yew hedge) and we would like to do the necessary work to enhance and restore the hedge so that it has a chance to grow and visually is much more consistent with the other parts of that hedge.

No 5. Overhanging branches from the Dell to be pruned and Viburnum (in the garden) to be removed.

A number of branches from the deciduous trees growing in The Dell situated along the path to the Girls' school are overhanging into our garden and are starting to give excessive shade. Furthermore, there is a risk that a number of branches could come down and potentially injure members of the public using the path especially as some of the trees are top heavy. We plan to plant new box hedging on our side along the wall.

No 6. Planting of new trees.

We will be planting a group of 3 Betula trees in the corner of the garden. These trees will blend in with the trees currently growing on the other side of the path in The Dell and will provide visual interest when looking up Windmill Hill.

In our opinion the above works will not alter that Woodside house is not visible when standing at the bottom of Windmill Hill and looking up to the yew hedge. On the contrary it will enhance the overall appearance by allowing the yew hedge to be much more consistent, and additionally allow Woodside to benefit from its beautiful setting.

You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work.

Where trees are protected by a Tree Preservation Order, please number them as shown in the First Schedule to the Tree Preservation Order where this is available. You should use the same numbering on your sketch plan (see below for sketch plan requirements).

Please provide the following information:

- Tree species
- The number used on the sketch plan; and
- A description of the proposed works.

Where trees are protected by a Tree Preservation Order you must also provide:

- Reasons for the work; and where trees are being felled
- Proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

e.g. Oak (T3) – Whole crown reduction to 12m above ground level, to provide sufficient clearance to property.

Sketch plan requirements

Your plan needs to show the precise location of the tree(s) in relation to nearby property/roads/boundaries. It should, therefore:

- indicate the main features of the site where the tree(s) stand and its surroundings; in particular, you should:
 - mark and name surrounding roads
 - sketch in buildings, including adjoining properties
 - add house numbers or names
- mark the position of the tree(s) to which you want to carry out work and identify them by the number shown in the Tree Preservation Order where possible; if you use a different number, please make sure that this can be matched with your description of the tree(s)
- if there are many trees on the site, make clear which tree(s) are included in this application by:
 - marking all trees on the plan, but only numbering those to which you want to carry out work
 - showing the approximate distance between the application tree(s) and buildings
 - adding other relevant features on the site (e.g. greenhouse, paths)

If it is impossible to identify the tree(s) accurately on the plan (e.g. because they are part of a woodland or group of trees), please identify their approximate location on the plan and provide details of how the tree(s) are marked on site (e.g. high visibility tape, tree tags, paint, etc); trees must not be marked by scarring or cutting into the bark.

Tree Ownership

Is the applicant the owner of the tree(s)?

- ☒ Yes
☐ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Declaration

I/We hereby apply for Tree works: Trees in conservation areas/subject to TPOs as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Gabriela Ross

Date

09/12/2024