



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

1

Suffix

Property Name

All Saints Church Willian

Address Line 1

Willian Church Road

Address Line 2

Address Line 3

Town/city

Willian

Postcode

SG6 2AF

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

Easting (x)

522466

Northing (y)

230665

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

Churchwarden

First name

Tony

Surname

Glenn

Company Name

All Saints Church Willian

Address

Address line 1

Willian Church Road

Address line 2

Letchworth Garden City

Address line 3

Town/City

Willian

County

Hertfordshire

Country

GB

Postcode

SG6 2AF

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

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 files downloaded

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

Here Is an extract from the tree surgeon's report:-

Tree maintenance recommendations work schedule.

Tree 1. Sycamore. Monitor condition of buttress and bifurcation annually.

Tree no.2. Medlar. Chop out ground suckers. With hand tools remove epicormic shoots and give shape to tree.

Tree no. 3. Ornamental cherry. Monitor main bifurcation union.

Tree no. 4. Rowan. Remove dead wood.

Tree no. 5. Scots pine. Carry out complete 'dead wooding', this to include removal of any damaged and crossing branches. The crown spread of this specimen is irregular.

Tree no.6. Yew. An impressive churchyard tree. It has been 'topped' some years ago. Trim and tidy bole and lower canopy.

Tree no.7. Sycamore. This tree has basal decay it is an ugly specimen. Remove.

Tree no.8.Box. It looks like this beautiful cluster of box which has this season's new growth is/has succumbed to the problems that has befallen many beautiful box plants. Monitor. Consider sanitation felling. See notes below.

Tree no.9. Sycamore. A large multi stemmed tree. Monitor Buttress and low level bifurcation.

Tree no.10. Sycamore. Consider raising crown a little to ease access to memorial stones.

Tree no. 11. Sycamore. cluster. Probably self plant that has developed; its root growth action is lifting a grave. Remove.

Tree no. 12. Sycamore. Fell tree and clear debris of lying crown.

Tree no. 13. Thorn. Tidy and shape.

Tree no.14. Holly. Remove dead wood, clean up stems and lower canopy .

Tree no. 15. Norway maple. No action

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

If No, please provide the address of the owner (if known and if different from the tree location)

Name/Company

Title

First name

Surname

Company Name

The Church of England

Address

Number

Suffix

Property Name

Address line 1

Not applicable

Address line 2

Address line 3

Town/City

Postcode

Contact Details

Primary number

Secondary number

Fax number

Email address

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

DRAFT
APPLICATION
Not valid for
Submission