

Applying to remove a tree or hedge

135, Sackman's Place L.G.C.

If approval is required, your application will need:

- ☒ Your tree surgeon's recommendations
- ☒ A short report from a tree surgeon, on headed paper – including details of the location of the tree/hedge, species, height, faults and any proposed replacement species where appropriate. (We'll need this before we can proceed with your application)
- ☒ A photograph of the tree/hedge and a plan showing its position
- ☐ Details of replacement tree/s or hedge

After receiving all the information above, our Tree Specialist will make an inspection before we grant written permission. This usually takes around three to four weeks

Privacy Policy:

The Heritage Advice Service, part of Letchworth Garden City Heritage Foundation, will store your data securely in our data systems.

We will use your correspondence and/or email details that you have provided, in order to communicate with you in relation to your application.

If your ownership is under a Sub or Under Lease, we may consult your Head Lessee with regard to your application. There is a legal obligation to obtain consent from your Head Lessee.

We will store your data in order to create a historic record of Landlords Consent applications; this is a legal obligation. Proof of any Landlords Consent decisions will be required when a property changes hands or enfranchises (purchase the Freehold).

Please follow this link to access the Letchworth Garden City Heritage Foundation's Corporate Privacy Policy:

letchworth.com/privacy-cookies

If you have any questions about our Privacy Policy, including any requests to exercise your rights, please contact the Foundation's Company Secretary using the details set out below:

Letchworth Garden City Heritage Foundation

One Garden City, Broadway, Letchworth Garden City,
Hertfordshire, SG6 3BF

Tel: 01462 530350

response@letchworth.com

Why do you need our permission?

Letchworth Garden City has a Scheme of Management which means that trees or hedges normally require our approval before they are removed.

Approval is not required to top, lop, pollard or prune existing trees or hedges.

Some properties have similar requirements in their leases.

These controls help us to work with you, to protect the special character of the Garden City.

Approval may be required from North Hertfordshire District Council and we advise you to contact them before undertaking any alterations.

Apply Online:

If you would prefer, you can now use our Online Application Portal letchworth.com/your-home

Send your completed form to us:

Heritage Advice Service

One Garden City, Broadway, Letchworth
Garden City, Hertfordshire, SG6 3BF

Tel: 01462 530335

home@letchworth.com

**Letchworth
Garden City**
Heritage Foundation

Your application:

☐ Please tick to confirm we may contact you by email

Your name (or client's name): Settle Housing Association

Address of property: 135, Jackmans Place
Welchworth Herts

Postcode: SG6 1RG

Email: maria.free@settlegroup.org.uk

Telephone (daytime): _____

Mobile: [REDACTED]

Your Tree Surgeon:

☒ Please tick to confirm we may contact you by email

Name and address of Tree Surgeon: Branching Out Tree and Garden Services
38, Station Road Henlow Beds

Postcode: SG16 6JH

Email: kerrie@branchingoutservices.co.uk

Telephone (daytime): _____

Mobile: [REDACTED]

Species and location of tree/hedge: Shrubs as per plan 1 x Pear tree 1 x Tree

More details about why an inspection is required:

Shrubs + Trees overgrown, blocking pathway and access to
garden

Are you? (Please tick appropriate box)

☒ **Freehold Owner** ☐ **Ground Lessee** ☐ **Tenant** (If you are a tenant you will need to apply to your Housing Association or Landlord)

Signed: [REDACTED]

Print name: MARIA FREE

Date: 10/9/24

By signing this application form, you give consent for the Heritage Foundation to contact you on all aspects of your application. If you have an under or sub lease, your information may be passed to your head lessee.

Office use only:

From: Heritage Advisory Team

To: Case Officer

Application No: _____

Conservation area: _____

Site visit comments:

Recommendations: ☐ **Approve** ☐ **Refuse** ☐ **Part approve/Part refuse**

Tree or Hedge: _____

Faults: _____

Replacement Planting? ☐ **No** ☐ **Yes. Agree Species:** _____

Tree or Hedge: _____

Faults: _____

Replacement Planting? ☐ **No** ☐ **Yes. Agree Species:** _____

Tree or Hedge: _____

Faults: _____

Replacement Planting? ☐ **No** ☐ **Yes. Agree Species:** _____

Signed: _____

Print name: _____

Date: _____



To:

Accounts Payable
Settle Group
Black Horse Road
Letchworth Garden City, Hertfordshire SG6 2WW

925145

Quotation 3936

Quotation Date: 17/07/2024
Valid For: 60 Days
Estimator: James JNR Morris

Phone:

Site Address: 135 Jackman's Place, Letchworth Garden City SG6 1RG

Process and Remove all trees and shrubs in middle of garden, Side back boundary hedges, Strim Grass, &
Clear existing green waste

All Arising Waste to be Removed from Site

£0.00

Net Amount:
VAT@20%

Client signature to approve specification and agree to terms and conditions:

Quote Total

- All work shall be completed in accordance with BS3998:2010 'recommendations for Tree Work' where appropriate unless instructed otherwise by the customer
- Upon acceptance of this quotation, Branching Out shall check for the presence of legislative constraints (Tree Preservation Orders etc.) We would be happy to act as an agent to submit and manage the application process on your behalf.
- No additional charges shall be applied to this work without first seeking your approval.

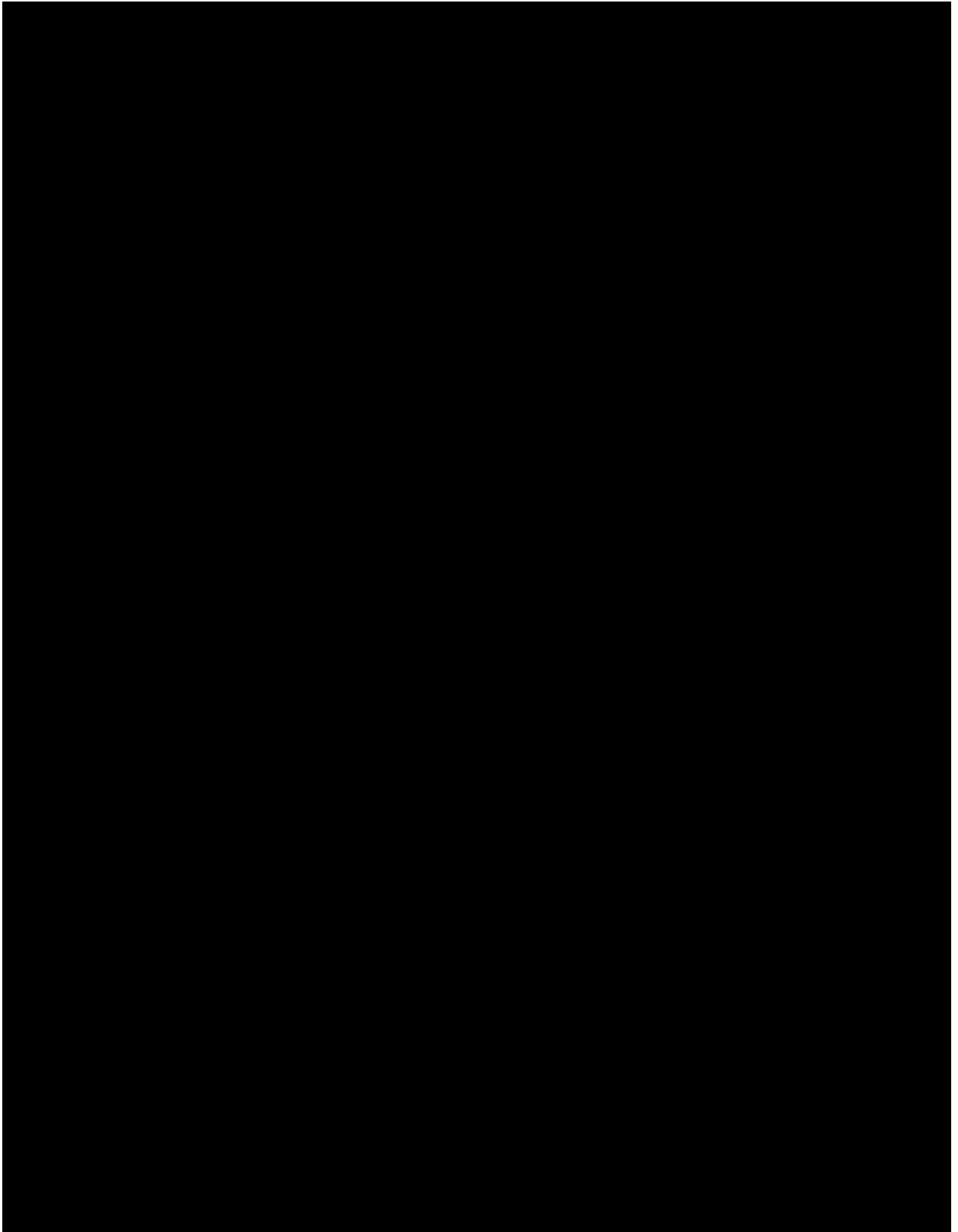
Heritage- permissions required

* Booked in for Tuesday 17th September

on excel

CRK

Commercial Insurance Services Ltd



CRK Commercial Insurance Services Ltd
12 Midland Court, Central Park, Leicester Road,
Lutterworth, Leicestershire LE17 4PN

Telephone: 01455 557282 Facsimile: 01455 557281



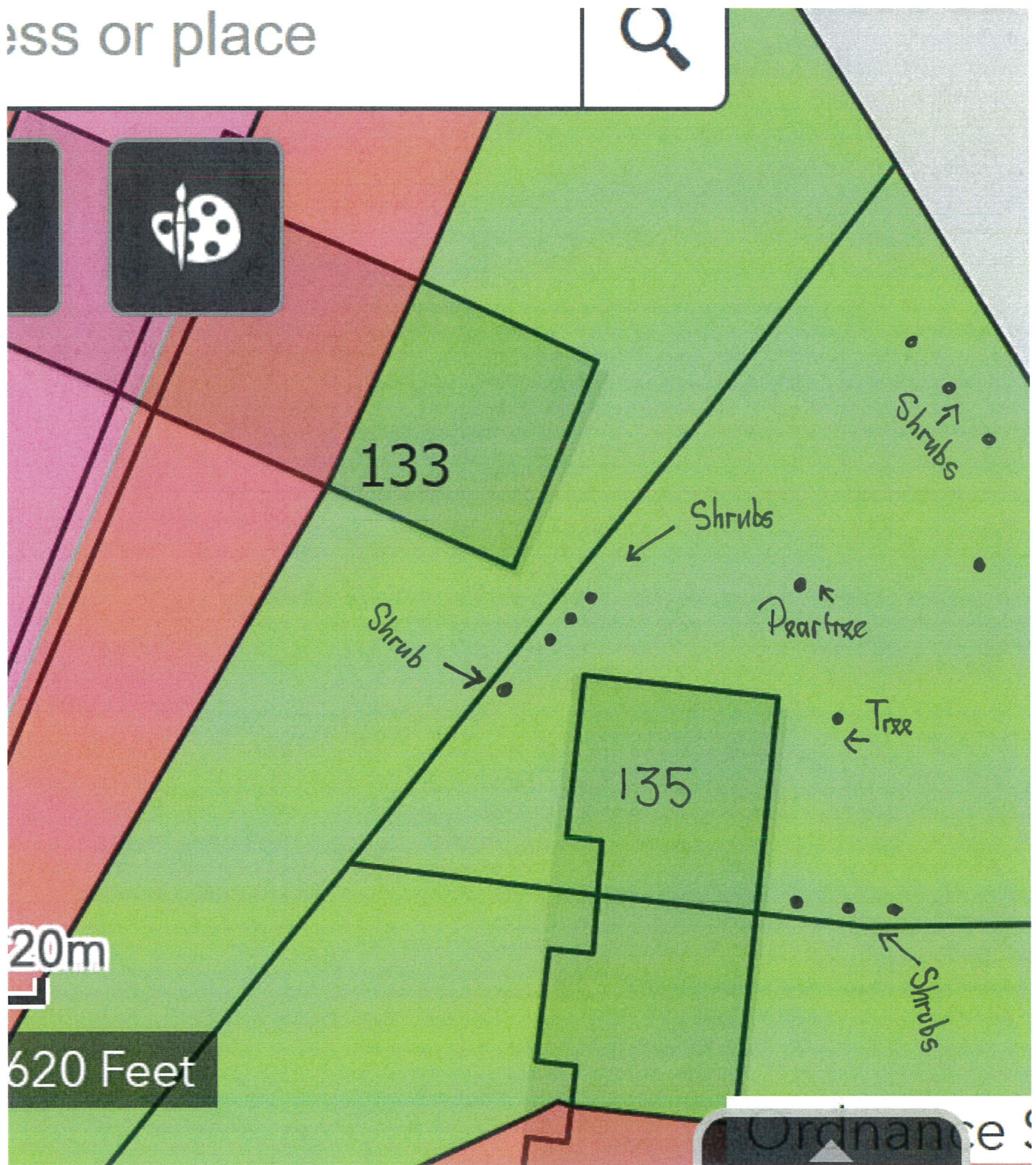
CRK Commercial Insurance Services Ltd is authorised and regulated by the
Financial Conduct Authority-Firm Reference no: 306144

CRK Commercial Insurance Services Ltd is a company registered in
England and Wales with company number 4639065

Maria Free

From: Maria Free
Sent: 10 September 2024 11:34
To: Maria Free
Subject: plan 135 Jackmans SG6 IRG

ess or place



Thanks

Maria Free

From: Maria Free
Sent: 10 September 2024 12:17
To: Maria Free
Subject: 135 jackmans



Maria Free

From: Maria Free
Sent: 10 September 2024 12:20
To: Maria Free
Subject: 135 Jackmans



Maria Free

From: Maria Free
Sent: 10 September 2024 12:15
To: Maria Free
Subject: 135 Jackmans



Maria Free

From: Maria Free
Sent: 10 September 2024 12:16
To: Maria Free
Subject: 135 Jackmans





10/09/2024, 11:34:21

settle Land

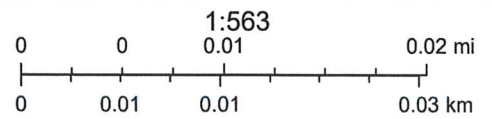
SETTLE INTEREST

SOLD

SUBLEASE

OSMMAAnnoPoint

OSMMAreaNew



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