

## 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

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

### Local Planning Authority details:

12 MAY 2022



REF:  
(INTERNAL ONLY)

**Main Reception**

**Planning department**

Hart District Council, Civic offices, Harlington Way, Fleet, GU51 4AE

PLEASE ENSURE THAT YOU HAVE READ  
THE VALIDATION CHECKLIST ON:  
[www.hart.gov.uk/planning-applications](http://www.hart.gov.uk/planning-applications)

Email: [planningadmin@hart.gov.uk](mailto:planningadmin@hart.gov.uk)  
Website: [www.hart.gov.uk](http://www.hart.gov.uk)  
Telephone: 01252 774419

### Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

#### 1. Applicant Name and Address

Title:	MR	First name:	GEOFF
Last name:	WILLIS		
Company (optional):	/		
Unit:	/	House number:	8
		House suffix:	/
House name:	/		
Address 1:	KENMORE CLOSE		
Address 2:	CHURCH CROOKHAM		
Address 3:			
Town:	FLEET		
County:	HANTS		
Country:	UK		
Postcode:	GU526JJ		

#### 2. Agent Name and Address

Title:		First name:	
Last name:			
Company (optional):			
Unit:		House number:	
		House suffix:	
House name:			
Address 1:			
Address 2:			
Address 3:			
Town:			
County:			
Country:			
Postcode:			

### 3. Trees Location

If all trees stand at the address shown in Question 1, go to Question 4. Otherwise, please provide the full address/location of the site where the tree(s) stand (including full postcode where available)

Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text"/>				
Address 1:	<input type="text"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Town:	<input type="text"/>				
County:	<input type="text"/>				
Postcode (if known):	<input type="text"/>				

If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road') or provide an Ordnance Survey grid reference:

Description:

### 4. Trees 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 trees location)

Title:	<input type="text"/>	First name:	<input type="text"/>
Last name:	<input type="text"/>		
Company (optional):	<input type="text"/>		
Unit:	<input type="text"/>	House number:	<input type="text"/>
House name:	<input type="text"/>		
Address 1:	<input type="text"/>		
Address 2:	<input type="text"/>		
Address 3:	<input type="text"/>		
Town:	<input type="text"/>		
County:	<input type="text"/>		
Country:	<input type="text"/>		
Postcode:	<input type="text"/>		

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country code:	Mobile number (optional):	
<input type="text"/>	<input type="text"/>	
Country code:	Fax number (optional):	
<input type="text"/>	<input type="text"/>	
Email address (optional):		
<input type="text"/>		

### 5. What Are You Applying For?

Are you seeking consent for works to tree(s) subject to a TPO? ☒ Yes ☐ No

Are you wishing to carry out works to tree(s) in a conservation area? ☐ Yes ☒ No

### 6. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number below.

EUCALYPTUS Z38  
HONEY LOCUST Z39

### 7. Identification Of Tree(s) And Description Of Works

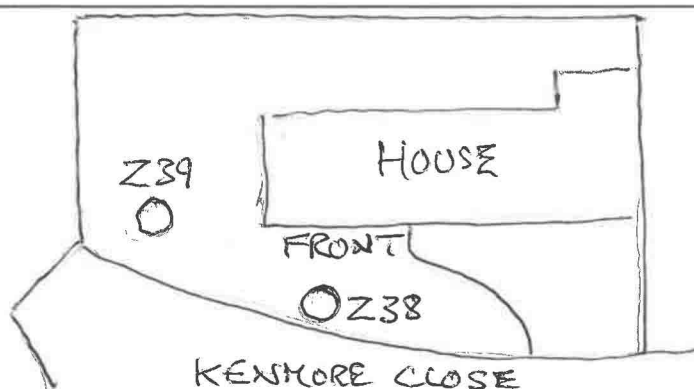
Please identify the tree(s) and provide a full and clear specification of the works you want to carry out. Continue on a separate sheet if necessary. You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work. Where trees are protected by a TPO, please number them as shown in the First Schedule to the TPO where this is available. Use the same numbers on your sketch plan (see guidance notes).

Please provide the following information below : tree species (and the number used on the sketch plan) and description of works. Where trees are protected by a TPO you must also provide reasons for the work and, where trees are being felled, please give your proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.

PLEASE SEE SEPARATE SHEET.

## 7. Identification Of Tree(s) And Description Of Works continued ...



## 8. Trees - Additional Information

Additional information may be attached to electronic communications or provided separately in paper format.

### For all trees

A sketch plan clearly showing the position of trees listed in Question 7 must be provided when applying for works to trees covered by a TPO. 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.

### For works to trees covered by a TPO

Please indicate whether the reasons for carrying out the proposed works include any of the following. If so, your application must be accompanied by the necessary evidence to support your proposals. (See guidance notes for further details)

1. **Condition of the tree(s)** - e.g. it is diseased or you have fears that it might break or fall:

If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.

☐ Yes

☒ No

2. **Alleged damage to property** - e.g. subsidence or damage to drains or drives.

If YES, you are required to provide for:

☐ Yes

☒ No

#### *Subsidence*

A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

#### *Other structural damage* (e.g. drains, walls and hard surfaces)

Written technical evidence from an appropriate expert, including description of damage and possible solutions.

### Documents and plans (for any tree)

Are you providing separate information (e.g. an additional schedule of work for Question 7)?

☒ Yes

☐ No

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

If they are being provided separately from this form, please detail how they are being submitted.

QUOTATION FROM CEDAR DALE LTD REF CMK 34977  
- WHO WILL BE CARRYING OUT THE WORK AS IN PREVIOUS YEARS

## 9. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question, "relating 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 following statements apply to you and/or agent? ☐ Yes ☒ No

With respect to the authority, I am:

(a) a member of staff

(b) an elected member

(c) related to a member of staff

(d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

## 10. Application For Tree Works - Checklist

Only one copy of the application form and additional information (Question 8) is required. Please use the guidance and this checklist to make sure that this form has been completed correctly and that all relevant information is submitted. Please note that failure to supply precise and detailed information may result in your application being rejected or delayed. You do not need to fill out this section, but it may help you to submit a valid form.

### Sketch Plan

- A sketch plan showing the location of all trees (see Question 8)



### For all trees

(see Question 7)

- Clear identification of the trees concerned
- A full and clear specification of the works to be carried out



### For works to trees protected by a TPO

(see Question 7)

Have you:

- stated reasons for the proposed works?
- provided evidence in support of the stated reasons? in particular:
  - if your reasons relate to the condition of the tree(s) - written evidence from an appropriate expert
  - if you are alleging subsidence damage - a report by an appropriate engineer or surveyor and one from an arboriculturist.
  - in respect of other structural damage - written technical evidence
- included all other information listed in Question 8?



## 11. Declaration - Trees

I/we hereby apply for planning permission/consent as described in this form 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.

Signed - Applicant:



Or signed - Agent:



Date (DD/MM/YYYY):

11/05/2022

(This date must not be before the date of sending or hand-delivery of the form)

## 12. Applicant Contact Details

Telephone numbers

Country code: National number:



Extension number:



Country code: Mobile number (optional):



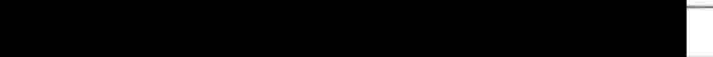


Country code: Fax number (optional):





Email address (optional):



## 13. Agent Contact Details

Telephone numbers

Country code: National number:



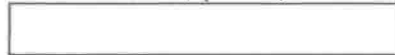


Extension number:



Country code: Mobile number (optional):





Country code: Fax number (optional):





Email address (optional):



**REF: Application for tree works at:**

**8 Kenmore Close, Church Crookham, Fleet, Hants GU52 6JJ**

**7. Identification of Trees and Description of Works**

**EUCALYPTUS Z38:**

Reduce one Eucalyptus at approximately 4 metres below previous reduction points – due to decay at the base - and reshape sides.

This Eucalyptus tree Z38 is a large, fast growing tree in the front of our property. In 2019, you approved our application to reduce the growth to bring the tree back into proportion and allow more light to the lounge and bedroom windows across the front of the house. Since 2019, the tree has more than replaced that growth and has developed decay at the base. This application aims to preserve the tree in a safe and stable state.

**HONEY LOCUST (GELDITSIA) Z39:**

Reduce one Honey Locust by approximately 4 metres which is approximately 1 metre above the chimney line and reshape the sides to re-balance.

In 2014, you approved our application to remove deadwood and thin the growth of this Honey Locust Z39. Since that time, the tree has re-grown more than the pre-2014 size and further deadwood is evident. This application aims to preserve the tree to a safe and stable size.

Office and Accounts  
Trimmers Farm  
Totters Lane  
Hartley Wintney  
Hampshire  
RG27 8HX

Chris Kunesch  
35 Fern Drive  
Church Crookham  
Fleet  
Hampshire  
GU51 5NW

**ARBORICULTURAL  
SPECIALISTS  
LIMITED**

Mr and Mrs Willis  
8 Kenmore Close  
Church Crookham  
Fleet  
Hampshire  
GU52 6JJ

Our Ref. No. CMK 34977

4<sup>th</sup> May 2022

Dear Mr and Mrs Willis

Further to your recent telephone call and our subsequent site visit, please find detailed below our quotation for the work as discussed.

**Front Garden**

1). Reduce one previously reduced Eucalyptus to approximately 4 m below previous reduction points and reshape sides due to decay at base

Price.....£890.00 + V.A.T

2). Reduce one Honey Locust by approximately 4 -5 metres ie to approximately 1 metre above the chimney and reshape sides to re-balance.

Price.....£460.00 + V.A.T

Works under guidance of client.

All resulting debris to be removed from site with the exception of stump grindings, unless otherwise stated.

We hope this is acceptable and look forward to receiving your instructions. We enclose an acceptance letter for you to sign and return to us as an order, together with a 20% deposit of the contract total.

It is the client's responsibility to identify any services in the proximity of the root such as drains, pipes, cables and buried access covers.

At the request of you our Client, we can apply to the Local Authority on your behalf for permission to undertake tree work in Conservation Areas (CA), or if one or more trees are subject to Tree Preservation Orders (TPO). This will incur a non-refundable fee from 22<sup>nd</sup> February 2021 of £130.00 plus VAT per application payable in advance. This is a Cedardale administration charge and not a local authority charge. We do not guarantee success or extend this service to any appeal process.



Terms and conditions attached or enclosed.

**INFORMATIVE** : Your attention is drawn to the provisions of the Wildlife Countryside Act (1981) and the Countryside and Rights of Way Act (2000), which give statutory protection to bats, bird species and other wild animals. Before carrying out any work to trees with cavities or working at times when birds may be nesting, you should ensure that no harm will be caused to protected wildlife or their habitats. Urgent work for safety needs to be balanced against potential harm to protected species, e.g. a bat survey may need to be carried out prior to any works. For further advice please contact Natural England tel: 08451 300228, website [enquiries@naturalengland.org.uk](mailto:enquiries@naturalengland.org.uk)

Every care is to be taken to protect wildlife with the minimum disturbance, particularly if there exists the possibility of the presence of bats, badgers, or other species protected under the Wildlife Act. If there is any doubt, Cedardale will suspend works until the relevant authority has been contacted.

All tree works are undertaken to current British Standard BS3998 2010, unless otherwise specified.

Public liability indemnity insurance to £10m. Is held by Cedardale Arboricultural Specialists Limited through CRK Commercial Insurance Services Ltd, 12 Midland Court, Leicester Road, Lutterworth, Leicestershire LE17 4PN with Royal Sun Alliance.

Data protection (GDPR) - We confirm that Cedardale Arboricultural Specialist Limited does not share your data with any marketing companies & uses personal data provided at the time of enquiry for the sole purpose of providing quotation, liaising with local authorities & upon acceptance invoicing. We will retain the information provided to us for a minimum of 7 years, unless there is a contractual or legislative reason to hold the data for longer. Should you wish for your data to be removed from our database after the 7 year period please contact us.

**The local hospital for this area is Frimley Hospital Portsmouth Road Frimley  
GU16 7UJ 01276 604604**

Yours Sincerely

Chris Kunesch

**For and on behalf of  
CEDARDALE.**

**E&OE** .

Cedardale Arboricultural Specialists Limited – Registered Office: Wey Court West, Union Road,  
Farnham, Surrey, GU9 7PT– Registered in England – Company No: 08996242 – VAT Reg. No: 492 6016  
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