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COTSWOLD
 DISTRICT COUNCIL

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

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

Mr

First name

Ben

Surname

Holmes

Company Name

Address

Address line 1

Church Wescote Manor

Address line 2

Church Westcote

Address line 3

Town/City

Chipping Norton

Country

Postcode

OX7 6SG

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

Secondary number

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Edward

Surname

Olley

Company Name

Justin Spink LTD

Address

Address line 1

The Woolstone Mill House

Address line 2

Woolstone

Address line 3

Town/City

Faringdon

Country

Postcode

SN7 7QL

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

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

- HOL-305 Tree works
- Church Westcote Manor (Tree Condition Report)

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

T1 - Ash (*Fraxinus excelsior*) - Fell due to ash dieback

G4 - Beech (multi-stem) - Remove stem closest to house down to ground level due to close proximity to building

T6 - Ash (*Fraxinus excelsior*) - Fell due to ash dieback

T14 - Walnut (*Juglans regia*) - Reduce upper crown by 1-1.5m and lateral growth by approximately 2-2.5m. Shape to leave in good form.

T21 - Silver birch (*Betula pendula*) - Fell due to close proximity to parking area

T23 - Silver birch (*Betula pendula*) - Fell due to close proximity to parking area

T26 - Ash (*Fraxinus excelsior*) - Fell due to ash dieback

T33 - Ash (*Fraxinus excelsior*) - Fell due to ash dieback

T36 - Cherry laurel (*Prunus laurocerasus*) - Fell due to low amenity value

T61 - Ash (*Fraxinus excelsior*) - Fell due to ash dieback

T63 - Tibetan cherry (*Prunus serrula*) - Fell due to thinly foliated poor specimen tree with low amenity value

T64 - Cherry (*Prunus* species) - Fell due to low amenity value & close proximity to house

T65 - Leylandii (*Cupressocyparis leylandii*) - Fell due to low amenity value (tree not included on Tree Condition Report due to trees lack of relative insignificance)

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) - fell because of excessive shading and low amenity value. Replant with one standard ash in same position.

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 this form and 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 persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available 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

Edward Olley

Date

10/06/2022