

**Enquiries to:**  
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Sissel Dahl  
5 High Street  
Haslingfield  
CB23 1JW

26th July 2023

### Works to Protected Trees

Reference:	23/0788/TTPO
Application:	Drive way, remove low branches overhanging the path: 1. Beech: remove two branches 2. Whitebeam/sorbus: remove one branch above path. Remove some deadwood. 3. Beech: remove one branch 4. Whitebeam/sorbus: remove some deadwood. 5. Ash: remove one branch leaning towards bridge. 6. Clump of young Ash, cut down three self set young ash trees by the bridge. 7. Ash by bridge: options: fell or remove one branch near bridge. In garden:  5 High Street Haslingfield Cambridgeshire CB23 1JW

Dear Sir/Madam

I acknowledge receipt of your application of 26th July 2023 to carry out the above work. Your application was registered as valid on 26 July 2023 and we are required to deal with the application within 8 weeks.

The last date for a determination of this application is 20 September 2023. If we need longer to make a decision you may agree to an extension of time. We place great importance on working jointly with the applicant to do all we can to meet the target date for determination. If you do not receive a decision within 8 weeks and an extension of time has not been agreed to, you have the right to appeal to the Secretary of State for Housing Communities and Local Government.

It is the Council's policy to provide the opportunity for local bodies and members of the public to comment on Tree Works Applications. The appended Site Notice is to be displayed on receipt in a position prominent for the public to read. Apart from this, Ward Councillors and selected local residents are consulted; each are given 14 days in which to comment.

An Arboricultural Officer will assess your proposal and during this process any comments we receive will be carefully considered.

## **Data Protection – How we handle your Personal Data**

The submission of applications, which include the Applicant's name and address, supporting documents and plans, forms part of the statutory register that local authorities are obliged to maintain. Where the register is kept using electronic storage, the regulations allow for the register to be available for inspection by the public on a website.

Your application including plans, supporting documents, consultation and public comments will be available to view online by visiting [www.cambridge.gov.uk/planningpublicaccess](http://www.cambridge.gov.uk/planningpublicaccess) and entering in the search field. Sensitive personal data, including personal telephone numbers, personal email addresses or signatures are not published on our website.

You can view our Privacy Notices at [www.cambridge.gov.uk/planning-privacy-notice](http://www.cambridge.gov.uk/planning-privacy-notice) which provides information on how we collect, store and process your data within the different functions of the Planning Service. If you require a hard copy please contact us using the details provided at the top of the letter.

We publish many documents as part of the planning process. If you think we've got something wrong or are concerned with the way we are handling your data please contact us using the details provided at the top of the letter noting the application reference and document details and we will do our best to resolve the matter.

### **In the event of an appeal**

You can find a Guide for Appellants at [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/710096/TPO\\_Guide\\_for\\_Appellants\\_-\\_May\\_2018.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/710096/TPO_Guide_for_Appellants_-_May_2018.pdf). Appeals can be submitted in writing to:

Environment Appeals  
Room 3H Hawk Wing  
Temple Quay House  
2 The Square  
Temple Quay  
Bristol  
BS1 6PN

Tel: 0117 372 6382 or 0117 372 8812

Email: [environment.appeals@pins.gsi.gov.uk](mailto:environment.appeals@pins.gsi.gov.uk)

Further details can be found at <https://www.gov.uk/appeal-decision-about-tree-order/how-to-appeal>.

The Inspectorate may publish details of your appeal on the internet. This may include a copy of the original planning application form and relevant supporting documents supplied to the local authority by you or your agent, together with the completed appeal form and information you submit. Please ensure that you only provide information, including personal information belonging to you and that you are happy for this to be made available to others in this way. If you supply personal information belonging to a third party please ensure that you have their permission to do so. More detailed information about data protection and privacy matters is available in the Guide for Appellants.

Should you need any further help please find my contact details above or refer to the guidance below.

Yours sincerely

Adrian Sargeant  
Trees Officer

#### **How is an application decided?**

Senior officers decide most applications using delegated powers. Anyone can approach his or her Ward Councillor, who may be able request that the Planning Committee determines the application. Ward Councillor details can be found on our website [www.cambridge.gov.uk/councillors](http://www.cambridge.gov.uk/councillors) Ward Councillors need to make a request for Committee determination within 14 days of the Weekly List of applications received which is sent to them every week.

#### **How can I find out about progress and decisions?**

- Visit [www.cambridge.gov.uk/planningpublicaccess](http://www.cambridge.gov.uk/planningpublicaccess) and enter **23/0788/TTPO** in search field and check the application status.
- You can also register to track this planning application and any others via the online public access planning register.
- You can view the decision notice and conditions, online via the documents tab, once an application has been decided

**CAMBRIDGE CITY COUNCIL  
TOWN AND COUNTRY PLANNING ACT, 1990  
APPLICATION TO CARRY WORK OUT TO  
TREES PROTECTED BY A TPO**

**Application:**

**Drive way, remove low branches overhanging the path:**

- 1. Beech: remove two branches**
- 2. Whitebeam/sorbus: remove one branch above path. Remove some deadwood.**
- 3. Beech: remove one branch**
- 4. Whitebeam/sorbus: remove some deadwood.**
- 5. Ash: remove one branch leaning towards bridge.**
- 6. Clump of young Ash, cut down three self set young ash trees by the bridge.**
- 7. Ash by bridge: options: fell or remove one branch near bridge.**

**In garden:**

**At:**

**5 High Street Haslingfield Cambridgeshire CB23 1JW**

**Application No.:**

**23/0788/TTPO**

**The application, plans and documents can be viewed on our website**

**[www.cambridge.gov.uk/planningpublicaccess](http://www.cambridge.gov.uk/planningpublicaccess)**

The application can also be viewed in person by using the computer facilities at the Customer Service Centre, Mandela House, 4 Regent Street, Cambridge, CB2 1BY. Open Mon to Fri 9am – 5:15pm.

**How to Comment**

- Submit Comments online in Public Access
- Write to Application Support at PO Box 700, Cambridge, CB1 0JH

**All comments should be made within 14 days of the date of this notice**

**Data Protection – How we handle your personal data**

All comments received are open to public inspection and will be published on our website and may be repeated in public documents. If the application is referred to a committee for decision they may be published within the committee pages of our website.

We will publish your address but mask out any identifying details. Your comments will be summarised in the case officer's report and you should only include information that you are happy to be made publicly available. For full details please find our privacy statement at [www.cambridge.gov.uk/planning-privacy-notices](http://www.cambridge.gov.uk/planning-privacy-notices).

The attached notice was posted on .....and will be displayed for a period of not less than seven days.

## NOTE FOR APPLICANTS

### PUBLICITY FOR TREE WORKS APPLICATIONS

Cambridge City Council is concerned to ensure that the owners and/or occupiers of adjoining properties and any member of the public who may be interested, are aware of all applications to carry out works to a protected tree and are allowed to make representations before the application is determined.

You are requested to date the site notice and display it on the site of the proposed works where it may be viewed by the public, for a period of not less than seven days. Please make sure that it is within a reading distance of the public footway. The Notice should be displayed as soon as possible.