

# Woking Borough Council

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Mr Dan Sanderson  
4 Elmgrove Close  
Woking  
Surrey  
GU21 8XL

**Reference:** TREE/2023/8310  
**Contact:** David Frye  
**Phone:** 01483 74 3749  
**Email:** [Dave.Frye@woking.gov.uk](mailto:Dave.Frye@woking.gov.uk)

6 November 2023

Dear Mr Sanderson

## ACKNOWLEDGEMENT

**Reference:** TREE/2023/8310                      Application Type: Works to Trees Covered by a TPO  
**Proposal:** T1 - 1 x Scots Pine: Fell (Works subject to TPO 626/0028/1961)  
**Location:** 4 Elmgrove Close, Woking, Surrey, GU21 8XL,

Thank you for your application which was received on 6 November 2023.

An Officer of the Council will visit the site to assess your application. The Council aims to issue its decision within eight weeks. Notice of our decision will be sent to you and your agent.

If we do not give you notice of our decision by 1 January 2024 you may appeal after this date to the Department of Communities and Local Government by writing to The Environment Team, Room 4/04, Kite Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN. We will continue to consider your application and issue a decision as soon as possible. If you are aggrieved by the Council's decision, you will still be able to appeal.

Yours sincerely,

Thomas James  
Development Manager

For further information visit our website on [www.woking.gov.uk/planning/trees](http://www.woking.gov.uk/planning/trees)