

Place, Arts and Economy

Warwick District Council, Riverside House,
Milverton Hill, Royal Leamington Spa, CV32 5HZ

Hill Close Gardens Trust
Mr Neil Munro
Hill Close Gardens Visitor
Centre
Bread and Meat Close
Warwick CV34 6HF

Web: www.warwickdc.gov.uk
Email: planning.enforcement@warwickdc.gov.uk
Direct line: 01926 456557
Your ref: W/23/1755 TCA

Date: 06/12/2023

Dear Mr Munro

Application No: **W/23/1755 TCA**

Description: 1, 2 & 3 - Hawthorn and Elder - Remove dead trees
4 - Reduce height & width of Hawthorn (*Crataegus monogyna*)
5 & 6 - Reduce height & width of Holly trees (*Ilex aquifolium*)
7 - Reduce height & width of Wild Pear (*Pyrus communis*)
8 - Reduce height & width of Wild Plum (*Prunus domestica*)

Address: Hill Close Gardens Visitor Centre, Bread and Meat Close,
Warwick, CV34 6HF

Applicant: Hill Close Gardens Visitor Centre

NOTIFICATION OF INCOMPLETE OR INCORRECT APPLICATION

I acknowledge receipt of your application dated 05/12/2023 received on 05/12/2023.

I regret that the details you have sent are inadequate and your application cannot be dealt with until the following extra information is received:

- 1 Your application does not sufficiently identify the specific works that are proposed to be undertaken to the tree(s). Please clearly identify the specific works that are proposed for each tree (Nos. 4-8) in accordance with the instructions on pages 2 and 3 of the enclosed guidance notes:-

If you are proposing the crown reduction of the tree, the amount of reduction proposed should either be stated in terms of the intended height and spread of the tree after pruning (in metres), or what is to be removed (e.g. length of branches), rather than what percentage (%) of the overall crown is to be removed. Annotated photographs can be helpful in describing the desired result.

Until the above information is received your application is invalid and cannot be processed further. If this information has not been received by 27/12/2023, then the above application will be treated as having been withdrawn.

I look forward to receiving the above details as soon as possible.

Yours sincerely

A handwritten signature in black ink, appearing to read "Alister". The signature is written in a cursive, slightly slanted style.

Planning Enforcement - Development Manager