

Our Ref: 23/1519/TTCA  
Your Ref: Tree Pruning 2023

18 December 2023



Jessica Fox  
1 Connors Close  
Guilden Morden  
Royston  
SG8 0PT

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

[www.scambs.gov.uk](http://www.scambs.gov.uk) | [www.cambridge.gov.uk](http://www.cambridge.gov.uk)

Dear Sir/Madam  
Fox

**South Cambridgeshire District Council**  
**Application for Works to Trees in a Conservation Area**

Proposal: T1 - Field Maple - we are applying to remove/prune lower branches.

This is to:

1. Provide space for smaller adjacent tree and hedgerow to grow (their growth is currently inhibited by T1)
2. Remove encroachment of tree from adjacent building (garage) to provide sufficient clearance to property.

Site address: 1 Connors Close Guilden Morden Cambridgeshire SG8 0PT

I have checked the above application received on 13 December 2023 and am currently unable to register it as a valid application as it does not meet the requirements detailed on our published validation checklist.

**What you need to do**

The following item(s) need your attention:

0. Does not appear to clearly identify or specify all the tree works. Please confirm the extent of the reduction required in metres. Please respond to this email to avoid further delays in your application.

<https://www.scambs.gov.uk/planning/natural-historic-and-built-environment/natural-environment/trees-hedgerows/invalid-tree-work-notifications-and-applications/#A7>

If you are providing revised or additional documents please can you email them to [planning@greatercambridgeplanning.org](mailto:planning@greatercambridgeplanning.org) quoting your planning reference number.

**A decision on your application will be delayed**

Your application will not be registered or formally acknowledged until receipt of the above. Unfortunately this will inevitably delay determination of your application.

If the above has not been received before 28 December 2023 the documents may be returned to you and any fee paid refunded.

If you wish to discuss this request please contact me on the telephone number listed below.

Yours faithfully

Jan Ashley-Fenn  
Technical Support Officer

Email: [Planning@greatercambridgeplanning.org](mailto:Planning@greatercambridgeplanning.org)  
Direct dial: