

Our Ref: 24/0393/TTCA  
Your Ref: Haslingfield Methodist Church

10 April 2024



Mrs Karen Cole  
Acacia Tree Surgery Ltd  
63  
Winfold Road  
Waterbeach  
CB25 9PR

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

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Dear Mrs Cole

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

Proposal: Lawson Cypress at approximately 14ms in height: remove ivy-covered leaning stem, retaining smaller stems

Site address: Haslingfield Endowed Primary School High Street Haslingfield Cambridgeshire

Your client: Haslingfield Methodist Church

I have checked the above application received on 4 April 2024 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:

1. The tree location plan provided shows the tree at number 2 the Hemlocks, rather than the given address of Haslingfield Endowed Primary School. Please confirm the correct address and/or submit an updated location plan.

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 client's application.

If the above has not been received before 24 April 2024 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 sincerely

Eleanor Walford  
Apprentice

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