

Our Ref: 24/0438/TTPO  
Your Ref: 17 Queens Close, Balsham

18 April 2024



Mr Matthew Menezes  
Tates Tree work  
29 Woody Green  
Girton  
CB3 0PG

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

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

Dear Mr Menezes

**South Cambridgeshire District Council**  
**Application for Works to Trees Protected by a Tree Preservation Order**

Proposal: T1: Ash - Pollard by approximately 3-4m and remove large dead branch. This is regular maintenance of the tree to allow more light into the garden/property. This tree has been worked on before when the Ash next to it was pollarded in 2019.

Site address: 17 Queens Close Balsham Cambridgeshire CB21 4HL

Your client: Gary Merritt

I acknowledge receipt of your planning application on 16 April 2024 for works to trees to which a Tree Preservation Order applies.

Your application was registered as valid on 16 April 2024

Please ensure the details above are correct, especially the proposal (identification of tree(s) and description of works). The decision-making process relies on the information provided on, or with, the tree works application. If you do not believe the information above is correct or as specified or indicated in the application, please contact us as soon as possible.

South Cambridgeshire District Council has eight weeks from the date of notification to consider your proposal. If you do not hear from us within the eight week period (11 June 2024) you cannot undertake the works applied for until you have received a response from South Cambridgeshire District Council.

Your documents, plans and any comments received during the course of the consultation process will be available to view on our website at <http://plan.scambs.gov.uk>, please see our privacy notice below.

If you have any questions or concerns about your application, please contact the Trees Department [planning.trees@scambs.gov.uk](mailto:planning.trees@scambs.gov.uk).

Yours sincerely

Adrian Sargeant

Trees Officer

Email: [adrian.sargeant@greatercambridgeplanning.org](mailto:adrian.sargeant@greatercambridgeplanning.org)  
Direct dial: 01954 713 405

### **Your personal data**

The submission of planning applications which includes the applicant's name and address, supporting documents and plans form part of the statutory planning 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 <https://applications.greatercambridgeplanning.org> and entering the above reference number in search field. Sensitive personal data, including personal telephone numbers, personal email addresses or signatures are not published on our website.