Horsham District Council

Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO) and/or Notification of Proposed Works to Trees in a Conservation Area

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Tree Location

Please provide the address of the site where the tree(s) stands (full address if possible)

Number

Suffix

Property Name

St Andrews Parish Church

Address Line 1

Vicarage Lane

Address Line 2

Address Line 3

West Sussex

Town/city

Steyning

Postcode

BN44 3YQ

Description of site location must be completed if postcode is not known:

Easting (x)

517909

Northing (y)

111401

If the location is unclear or there is not a full postal address, describe as clearly as possible where it is

(for example, 'Land to rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road')

Applicant Details

Name/Company

Title

First name

Sarah

Surname

Lavery

Company Name

Church Warden, St Andrew's Church

Address

Address line 1

St Andrews Parish Church Vicarage Lane

Address line 2

Address line 3

Town/City

Steyning

County

West Sussex

Country

United Kingdom

Postcode

BN44 3YQ

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Agent Details

Name/Company

Title

First name

Roger

Surname

Brown

Company Name

Address

Address line 1

33 Roman Rd

Address line 2

Address line 3

Town/City

Steyning

County

West Sussex

Country

Postcode

BN443FN

Contact Details

Primary number

***** REDACTED ******

Secondary number

***** REDACTED ******

Fax number

Email address

***** REDACTED ******

What Are You Applying For?

Based on the type of work proposed and the location and protected status of the trees involved, there are various details and supporting information that will need to be supplied in order for the Local Planning Authority to determine the application.

Are you seeking consent for works to tree(s) subject to a Tree Preservation Order?

◯ Yes
⊘ No

Are you wishing to carry out works to tree(s) in a conservation area?

⊘ Yes
◯ No

Documents and plans (for any tree)

A sketch plan clearly showing the position of trees listed in the question 'Identification of Tree(s) and Description of Works' MUST be provided when applying for works to trees covered by a Tree Preservation Order.

A sketch plan is also advised when notifying the LPA of works to trees in a conservation area (see guidance notes).

It would also be helpful if you provided details of any advice given on site by an LPA officer.

Are you providing additional information in support of your application (e.g. an additional schedule of work for the question 'Identification of Tree(s) and Description of Works')?

◯ Yes
⊘ No

Identification of Tree(s) and Description of Works

Please identify the tree(s) and provide a full and clear specification of the works you want to carry out

Portuguese Laurel. (T2)
Status. Close to pathway and main steps, shading path and obscuring view of Church.
Proposed work. Crown reduction of 40% to reduce height and spread.

Portuguese Laurel. (T4)
Status. Between Church path and boundary wall, overhanging and shading path
Proposed work. Trim back side branches above path and reduce height to 2 metres.

Portuguese Laurel/Holly/Wayfarer. (T5) Mixed group of trees.
Status. Overhanging and casting deep shade onto Church path.
Proposed work. Reduce height of group to 1.5 metres, to open up the view of the Church from the Lychgate. Retain as much of the Wayfarer as possible (the only one in the Churchyard)

Yew/Holly/Portuguese Laurel/Hawthorn. (T7) Mixed group of trees.
Status. This should be a key view of the Church, but obscured by this clump of tall, thin and weak trees.
Proposed work. Remove Hawthorn leaning over gravestone, and pollard everything else down to 1 metre, to generate new growth that should be managed in future to keep it below 1.5 metres to maintain the view.

Horse Chestnut. (T8)
Status. Mature tree. Some work done by HDC in Jan 2024. But some lower branches still touching Lychgate roof.
Proposed work. Trim branches touching Lychgate roof back 1 metre from roof.

Irish Yew (T13)
Status. Overgrown for its position close to pathway. Crown spreading and obstructing pathway.
Proposed work. Crown reduction by 30% to clear pathway.

Irish Yew. (T14)
Status. Crown spreading and will soon obstruct pathway.
Proposed work Crown reduction by 20%.

Holm Oak. (T15)
Status. Large tree, (stems 160cms and 65cms diameter). Still growing fast covering many graves and suppressing 2 nearby Cherry trees Fast growing species, unsuitable for this location.
Proposed work. Complete removal.

Yew. (T19)
Status. Very poor tree in densely planted area. Multiple branches, all spreading weakly across the ground.
Proposed work. Complete removal.

Cupressus. (T20)
Status. Tall, dense tree shading nearby smaller Cherry, Ash and Elm trees
Proposed work. Crown lift to 2 metres, then crown reduction by 30%

Irish Yew. (T25)
Status. Crown beginning to ‘break out’ and collapse to the east side. Ivy and other climbers are smothering the crown, causing this break out and affecting vitality of the tree.
Proposed work. Crown reduction by 30%. Clear out all choking/smothering Ivy and climbers.

‘Ivy Tree’ (T26)
Status. Original tree that Ivy climbed up has rotted away. Ivy ‘tree’ now seems to be self-supporting but becoming unstable. Reluctant to remove completely because of value to wildlife.
Proposed work. Crown reduction by 50%, shaping into a dome.

Yew. (T30)
Status. Cluster of at least 3 trees, all weak growing, with lower branches spreading over large area, covering many graves.
Proposed work. Crown lift to 2 metres, then crown reduction by 25% to reduce spread.

You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work.

Where trees are protected by a Tree Preservation Order, please number them as shown in the First Schedule to the Tree Preservation Order where this is available. You should use the same numbering on your sketch plan (see below for sketch plan requirements).

Please provide the following information:

- Tree species
- The number used on the sketch plan; and
- A description of the proposed works.

Where trees are protected by a Tree Preservation Order you must also provide:

- Reasons for the work; and where trees are being felled
- Proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

e.g. Oak (T3) – Whole crown reduction to 12m above ground level, to provide sufficient clearance to property.

Sketch plan requirements

Your plan needs to show the precise location of the tree(s) in relation to nearby property/roads/boundaries. It should, therefore:

- indicate the main features of the site where the tree(s) stand and its surroundings; in particular, you should:
  - mark and name surrounding roads
  - sketch in buildings, including adjoining properties
  - add house numbers or names
- mark the position of the tree(s) to which you want to carry out work and identify them by the number shown in the Tree Preservation Order where possible; if you use a different number, please make sure that this can be matched with your description of the tree(s)
- if there are many trees on the site, make clear which tree(s) are included in this application by:
  - marking all trees on the plan, but only numbering those to which you want to carry out work
  - showing the approximate distance between the application tree(s) and buildings
  - adding other relevant features on the site (e.g. greenhouse, paths)

If it is impossible to identify the tree(s) accurately on the plan (e.g. because they are part of a woodland or group of trees), please identify their approximate location on the plan and provide details of how the tree(s) are marked on site (e.g. high visibility tape, tree tags, paint, etc); trees must not be marked by scarring or cutting into the bark.

Tree Ownership

Is the applicant the owner of the tree(s)?

- [x] Yes
- [ ] No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- [ ] Yes
- [x] No

Declaration

I/We hereby apply for Tree works: Trees in conservation areas/subject to TPOs as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Roger Brown

Date

24/10/2024