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

Land south of St Mary's Close

Address Line 1

St Mary's Close

Address Line 2

Address Line 3

Town/city

Storrington

Postcode

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

Easting (x)

509972

Northing (y)

115196

**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')

Land to the south/south-east of St Mary's Close, Storrington, RH20 3GP.

The tree is on the south-east edge of this copse, bordering properties in Concorde Close, Storrington.

TPO 1419 covers this area, and the tree is an oak tree, numbered T7 on the plan.

## Applicant Details

### Name/Company

Title

First name

Anna

Surname

Mills

Company Name

### Address

Address line 1

21 Concorde Close

Address line 2

Address line 3

Town/City

Storrington

County

Country

United Kingdom

Postcode

RH20 3JL

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

### Contact Details

Primary number

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

Secondary number

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?**

- [x] Yes
- [ ] No

Do you know the Tree Preservation Order reference number(s)?

- [x] Yes
- [ ] No

Please enter the title or number for each relevant Tree Preservation Order

TPO 1419.

The tree which is the subject of this application is tree number T7 on the plan - 1x oak tree.

Please indicate whether the reasons for carrying out the proposed works include any of the following.

If so, your application MUST be accompanied by the necessary evidence to support your proposals (see guidance notes for further details).

Condition of the tree(s) - e.g. it is diseased or you have fears that it might break or fall

- [ ] Yes
- [x] No

Alleged damage to property - e.g. subsidence or damage to drains or drives.

- [ ] Yes
- [x] No

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

- [ ] Yes
- [x] 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')?

- [x] Yes
- [ ] No

If Yes, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application

TPO 1419 plan of the area, with the trees covered by this TPO listed and numbered.

## 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

1x oak tree on the south-east side of the land. The request is to reduce the spread of the branches on the south east side of the tree, and overall height of the tree, (ie a crown reduction) by 3 metres each, to maintain the shape and health of the tree. This will take it back towards the boundary line, and ensure that the overall look of the tree is not negatively affected. Branch length currently approximately 9 metres.

Photos supplied to show the tree in situ, and the proposed works being applied for. Note that the hand-drawn proposed works in the photos are not to scale and are indicative only. The field maple in front of the oak tree (in the photos) is also being cut back to the boundary line, however as this tree doesn't have a TPO on, it is not the subject of this application - info provided for context only, to show how the proposed works would fit in

The oak hasn't been pruned for many years, and is now subsequently overhanging neighbouring land by quite a long way. This is now causing a lack of light to this land and is shading out and negatively affecting other greenery, including lots of shrubs, a young native privet hedge, and a young rowan tree.

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)?

◯ Yes
⊘ No

**If No, please provide the address of the owner (if known and if different from the tree location)**

### Name/Company

Title

First name

Surname

Company Name

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

### Address

Number

Suffix

Property Name

Storrington Management Company

Address line 1

C/O KTS Estate Management Limited

Address line 2

2 Park Farm

Address line 3

Chichester Road

Town/City

Arundel

Postcode

BN18 0AG

### Contact Details

Primary number

Secondary number

Fax number

Email address

## 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
⊘ 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

Anna Mills

Date

16/11/2025