APP

Havant BOROUGH COUNCIL

Civic Offices
Havant
Hampshire PO9 2AX
T 023 9244 6015
F 023 9248 0263

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

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.

Please complete using block capitals and black ink.
You must use this form if you are applying for work to trees protected by a tree preservation order (TPO). (You may also use it to give notice of works to trees in a conservation area).
It is important that you read the accompanying guidance notes before filling in the form. Without the correct information, your application / notice cannot proceed.

1. Applicant Name and Address

Title:	
First name:	
Last name:	
Company (optional):	Hampshire County Council
Unit:	
House number:	
House suffix:	
House name:	Bosmere JR School
Address 1:	South Street
Address 2:	
Address 3:	
Town:	Havant.
County:	Hampshire
Country:	UK
Postcode:	PO9 1DA

2. Agent Name and Address

Title:	Mr
First name:	Paul
Last name:	Nicoll
Company (optional):	Hampshire County Council
Unit:	
House number:	
House suffix:	
House name:	Three Minsters House
Address 1:	76 High Street
Address 2:	
Address 3:	
Town:	Winchester
County:	Hampshire
Country:	UK
Postcode:	SO23 8UL

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Bosmere Junior School – Application for tree works

It is the intention of Hampshire County Council to further protect Bosmere Junior School from issues of vandalism and unauthorised access to the school site by completing the remainder of the boundary fencing (approximately 30% of the boundary).

The remaining boundary is to be protected using palisade triple point security fencing 2.0m high the approximate location of which is shown on the attached plan. In order to allow the installation of the fencing it will be necessary to cut back a number of small branches on trees as follows and as indicated on the attached plan:

Tree 1 - Acer pseudoplatanus (Sycamore) to reduce one small branch by 1.5m.

Tree 2 - Taxus baccata (Yew) to reduce 6 branches by 1m.

Trees 3, 4, 5, 6 - Acer pseudoplatanus (Sycamore) to reduce one or two small branches on each of these trees by 1.5m.

Trees 7 and 8 - Acer pseudoplatanus (Sycamore) to fell and remove. Both these trees are young and are in a poor state.

In terms of the erection of the fencing a number of post holes will need to be dug a 2.75m spacings. The location of the posts will be determined on site in order to minimise disturbance to the roots of any trees. All post holes will be excavated using the guidance of British Standard 5837 Trees in relation to construction – Recommendations Section 11 – Demolition and construction in proximity to existing trees and in particular Page 17 paragraph 11.3.5 which read as follows:

11.3.5 Any excavations which have to be undertaken within the root protection area should be carried out carefully by hand, avoiding damage to the protective bark covering larger roots. Roots, whilst exposed, should be wrapped in dry, clean hessian sacking to prevent desiccation and to protect from rapid temperature changes. Roots smaller than 25mm may be pruned back, preferably to a side branch, using a proprietary cutting tool such as bypass secateurs or handsaws. Roots larger than 25mm should only be severed following consultation with an arboriculturist, as they may be essential to the tree's health and stability. Prior to backfilling, any hessian wrapping should be removed and retained roots should be surrounded with sharp sand (builder's sand should not be used because of its high salt content which is toxic to tree roots), or other loose granular fill, before soil or other material is replaced. This material should be free from contaminants and other foreign objects potentially injurious to tree roots.

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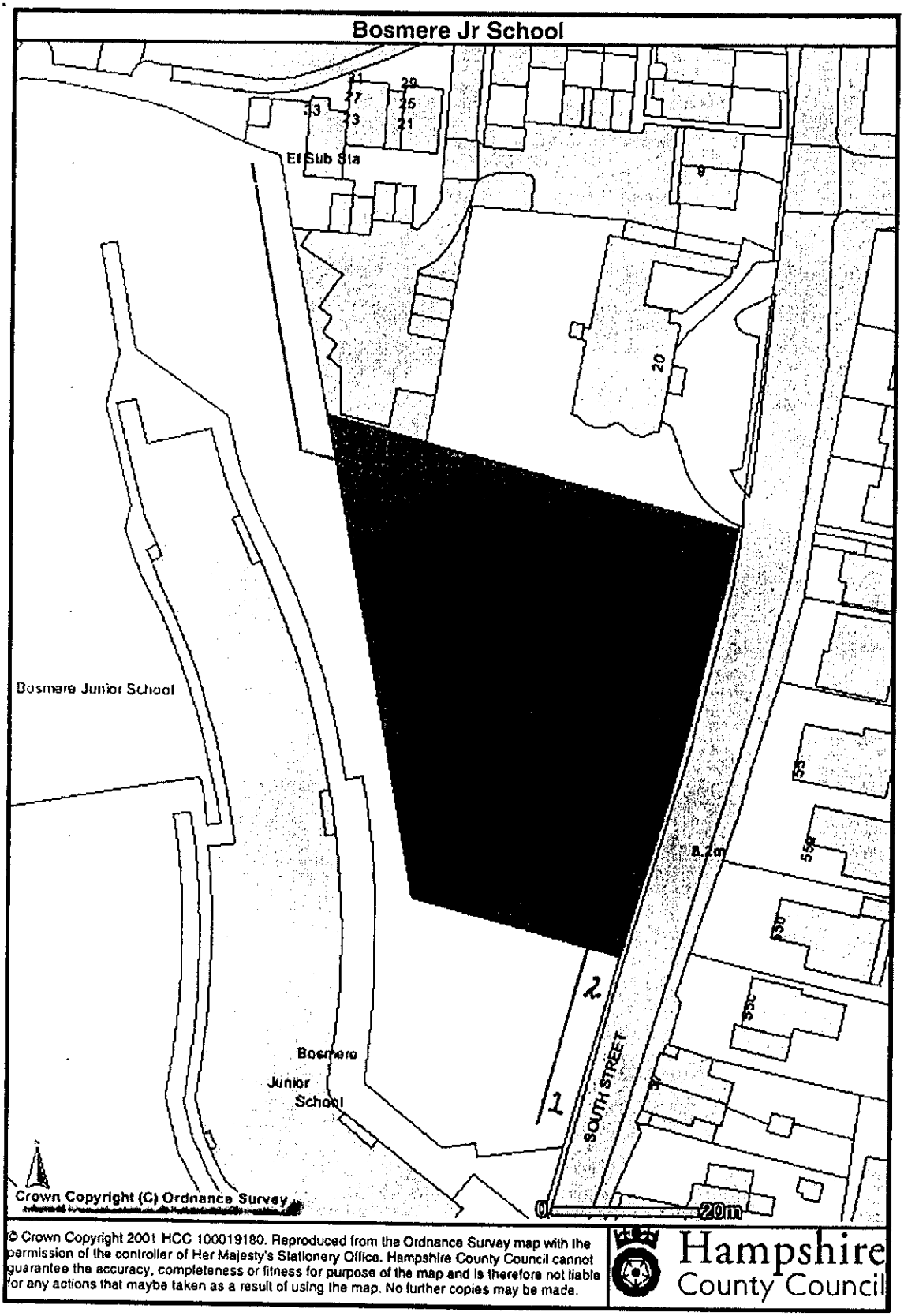

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Hampshire County Council

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3. Trees Location

If all trees stand at the address shown in Question 1, go to Question 4. Otherwise, please provide the full address/location of the site where the tree(s) stand (including full postcode where available)

Unit: | House number: | House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (if known):

If the location is unclear or there is not a full postal address, either describe as clearly as possible where it is (for example, 'Land to the rear of 12 to 18 High Street' or 'Woodland adjoining Elm Road') or provide an Ordnance Survey grid reference:

Description:

4. Trees 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 trees location)

Title: | First name:

Last name:

Company (optional):

Unit: | House number: | House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone numbers

Country code: | National number: | Extension number:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional):

5. What Are You Applying For?

Are you seeking consent for works to tree(s) subject to a TPO? ☐ Yes ☐ No

Are you wishing to carry out works to tree(s) in a conservation area? ☒ Yes ☐ No

6. Tree Preservation Order Details

If you know which TPO protects the tree(s), enter its title or number below.

7. 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. Continue on a separate sheet if necessary. You might find it useful to contact an arborist (tree surgeon) for help with defining appropriate work. Where trees are protected by a TPO, please number them as shown in the First Schedule to the TPO where this is available. Use the same numbers on your sketch plan (see guidance notes).

Please provide the following information below : tree species (and the number used on the sketch plan) and description of works. Where trees are protected by a TPO you must also provide reasons for the work and, where trees are being felled, please give your proposals for planting replacement trees (including quantity, species, position and size) or reasons for not wanting to replant.

E.g. Oak (T3) - fell because of excessive shading and low amenity value. Replant with 1 standard ash in the same place.

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7. Identification Of Tree(s) And Description Of Works continued ...

8. Trees - Additional Information

Additional information may be attached to electronic communications or provided separately in paper format.

For all trees
A sketch plan clearly showing the position of trees listed in Question 7 must be provided when applying for works to trees covered by a TPO. 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.

For works to trees covered by a TPO
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)

1. **Condition of the tree(s)** - e.g. it is diseased or you have fears that it might break or fall: ☐ Yes ☒ No
   If YES, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.

2. **Alleged damage to property** - e.g. subsidence or damage to drains or drives. ☐ Yes ☒ No
   If YES, you are required to provide for:

   Subsidence
   A report by an engineer or surveyor, to include a description of damage, vegetation, monitoring data, soil, roots and repair proposals. Also a report from an arboriculturist to support the tree work proposals.

   Other structural damage (e.g. drains, walls and hard surfaces)
   Written technical evidence from an appropriate expert, including description of damage and possible solutions.

Documents and plans (for any tree)
Are you providing separate information (e.g. an additional schedule of work for Question 7)? ☐ Yes ☒ No

If YES, please provide the reference numbers of plans, documents, professional reports, photographs etc in support of your application. If they are being provided separately from this form, please detail how they are being submitted.

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9. Application For Tree Works - Checklist

Only one copy of the application form and additional information (Question 8) is required. Please use the guidance and this checklist to make sure that this form has been completed correctly and that all relevant information is submitted. Please note that failure to supply precise and detailed information may result in your application being rejected or delayed. You do not need to fill out this section, but it may help you to submit a valid form.

Sketch Plan

- A sketch plan showing the location of all trees (see Question 8) ☐

For all trees
(see Question 7)

- Clear identification of the trees concerned ☐
- A full and clear specification of the works to be carried out ☐

For works to trees protected by a TPO
(see Question 8)

Have you:

- stated reasons for the proposed works? ☐
- provided evidence in support of the stated reasons? In particular:
  - if your reasons relate to the condition of the tree(s) - written evidence from an appropriate expert ☐
  - if you are alleging subsidence damage - a report by an appropriate engineer or surveyor and one from an arboriculturist. ☐
  - in respect of other structural damage - written technical evidence ☐
- included all other information listed in Question 8? ☐

10. Declaration - Trees

I/we hereb[redacted] for consent/give notice for tree work as described in this form and the accompanying plans and additional information.

Signed - Applicant: [redacted]

Or signed - Agent:

Date (DD/MM/YYYY): 25.2.10

(This date must not be before the date of sending or hand-delivery of the form)

11. Applicant Contact Details

Telephone numbers

Country code: [redacted] National number: [redacted] Extension number:

Country code: [redacted] Mobile number (optional): [redacted]

Country code: Fax number (optional):

Email address (optional):

12. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

Electronic communication - If you submit this form by fax or e-mail the LPA may communicate with you in the same manner.

(Please see guidance notes)

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