Havant BOROUGH COUNCIL

Public Service Plaza,
Civic Centre Road,
Havant, Hampshire,
PO9 2AX

T 023 9244 6019
www.havant.gov.uk

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 Marys Church

Address Line 1

Church Road

Address Line 2

Address Line 3

Hampshire

Town/city

Hayling Island

Postcode

PO11 0NN

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

Easting (x)

472197

Northing (y)

100045

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')

Yew Tree / Yew Trees to North East Corner of St Mary's Church and Church Road. Next door to Property Number 25 Church Road.

Applicant Details

Name/Company

Title

Mr

First name

David

Surname

Gainsford

Company Name

Address

Address line 1

St Marys Church Church Road

Address line 2

Address line 3

Town/City

Hayling Island

County

Hampshire

Country

United Kingdom

Postcode

PO11 0NN

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Applicant 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)?

- [ ] Yes
- [x] No

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.

- [x] 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.

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

- [x] 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')?

- [x] Yes
- [ ] No

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

HBC / Havant Borough Council Tree Map from Previous TPO applications including previous application number APP/11/01413. From year 2011 had a useful tree location map that we re-enclose for assistance to HBC.
There are several over-hanging branches that have already affected the plastic coated aluminium structure / white cladding and with a polycarbonate roof for the carport (covered parking). These Yew tree branches are over-hanging the property a couple of meters & have clearly grown significantly since approx 2011 (the last 15 years). These Yew Trees branches are hanging over / along the property boundary of Number 25 Church Road, & the Tree / Trees in the St Mary's Church grounds to the north border / north eastern border / boundary.
There are several Yew Trees with over hanging branches to the northern side property boundaries that need to be pruned / trimmed back.
These tree branches appear to have last been pruned several to many years ago, probably on or around 2011 (up to 15 years ago) subject to one or more of the previous HBC TPO permissions available on-line. circa 2011, 2017, 2021, 2024 for other TPO trees in the church grounds
We are seeking HBC written permission for what we regard as "gardening / minor tree pruning" subject to usual TPO consents.
Crown Lift to 3 meters to 4 meters: Yew Trees and removal of deadwood / tree branches / crossing branches to a sufficient height to clear the property boundary and to prevent further damage to the single storey car port.
We understand that the trees need to be pruned / cut back to a fork in the branch, so the logical place to prune will vary slightly from branch to branch to include any / all over hanging branches.

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

Yew Tree / Yew Trees overhanging the northern property boundary on 25 Church Road and overhanging the various garden wall & car port and daylight, to prevent further damage to the properties from overhanging / low tree branches. This is minor gardening / minor tree pruning to approx 3 meters to 4 meters. Tree crown lift, Tree branches and removal of deadwood.
The Yew Trees are on / over-hanging the property boundary north eastern corner of Church Road & 25 Church Road.

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

St Marys Church

Address line 1

Church Road

Address line 2

Address line 3

Town/City

Hayling Island

Postcode

PO11 0NN

Contact Details

Primary number

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

Secondary number

Fax number

Email address

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

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

David Gainsford

Date

12/02/2026