



|                                          |                    |
|------------------------------------------|--------------------|
| Application Number                       |                    |
| Date Logged                              |                    |
| Receipt No                               | Fee Received       |
| Card                                     | Other              |
| KIRKLEES COUNCIL<br>VALIDATION CHECKLIST | SUPPLY 1 COPY ONLY |

Planning - PO Box 1720, Huddersfield, HD1 9EL  
E-mail: [planning.portal@kirklees.gov.uk](mailto:planning.portal@kirklees.gov.uk) Tel: 01484 414746

## 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  | All Saints Church |
| Address Line 1 | Town Gate         |
| Address Line 2 | Netherthong       |
| Address Line 3 | Kirklees          |
| Town/city      | Holmfirth         |
| Postcode       | HD9 3XZ           |

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

|             |        |              |        |
|-------------|--------|--------------|--------|
| Easting (x) | 413946 | Northing (y) | 409629 |
|-------------|--------|--------------|--------|

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

Mrs

First name

Janet

Surname

Clapham

Company Name

Netherthong Community Partnership

### Address

Address line 1

62 Deanbrook Road

Address line 2

Netherthong

Address line 3

Town/City

Holmfirth

County

West Yorkshire

Country

United Kingdom

Postcode

HD9 3UF

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

### Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

## 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

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

- ☒ Yes  
☐ No

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

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  
☐ No

If Yes, you are required to provide written arboricultural advice or other diagnostic information from an appropriate expert.

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

- ☐ 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

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

Attached are:

1. application for tree works
2. plan showing position of trees
3. photos of internal damage to church

## 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

I met with Jack Dunn, Aborcultural Officer, from Planning & Development Service, Growth & Regeneration, Kirklees Council and a fellow Trustee, Judith Roberts, on Thursday 25th July, at the church yard in Netherthong. We have several very bad areas of damp and plaster damage inside the church, caused by damp coming in from outside the church. Also, fungus mould at the door entry on the inside and outside of the building. The gutters are overfull with growth and leaves, mortar and brick work is very damp and the building is not able to dry out. We 3 agreed that the trees surrounding the building are contributing to the full gutters and the inability of the building to dry out properly. we then went round the grounds to look at some other tree work we'd like to include in this application. Please see the attached plan, the numbers correspond to the numbers on the plan, this is the work we'd like to do as discussed with Jack:

1. Beech - cut lower branches by 2/3rds to take away from the building. Higher branches to be cut 3 metres from the building
2. Cherry tree - take back 3 metres from the building
3. Holly trees - take back 3 metres from building
4. Beech - 703 - take off deadwood, cut back 3 metres from the building, thin the crown 15%
5. Holly tree - remove completely - of no value, will let more light into the building to dry exterior, will give other trees more light
6. Sycamore - in neighbours garden - 3 metre clearance from building, 15% thinning,
7. Sycamore - 702 - 3 metre clearance from the building, 15% thinning, crown thin
8. Holly - crown lift 3 - 4 metres
9. Neighbours holly - crown lift 15% - hanging over grave
10. Elm - on corner of path - roots exposed, tree dying - remove completely - it is at risk of falling down/ dropping branches
11. Trees on boundary - crown trim all by 15% and epicormic growth up to 3 metres
- 12 Yew tree - cut to enable people to walk underneath - 3 metres

I have approval from Nick Heaton the Vicar for this work. I have provided his contact details. he is on holiday from 12th - 24th August. I can ask him to send an email confirming his authorisation for the work to expediate the approval of the works. We'd like to get this work done as soon as possible, as we'd like the building to dry out, we are getting gutters done, so we can do plaster work before the winter sets in and causes more damage.

We plan to plant 2 trees to replace those being taken down, but at a more open part of the graveyard, away from the building.

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

\*\*\*\*\* REDACTED \*\*\*\*\*

First name

\*\*\*\*\* REDACTED \*\*\*\*\*

Surname

\*\*\*\*\* REDACTED \*\*\*\*\*

Company Name

\*\*\*\*\* REDACTED \*\*\*\*\*

### Address

Number

Suffix

Property Name

All Saints Church

Address line 1

Towngate

Address line 2

Netherthong

Address line 3

Town/City

Postcode

## 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

If yes, please provide details of their name, role, and how they are related:

# 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

Janet Clapham

Date

02/08/2024