



Application Number	
Date Logged	
Receipt No	Fee Received
Card	Other
KIRKLEES COUNCIL VALIDATION CHECKLIST	SUPPLY 1 COPY ONLY

Planning - PO Box 1720, Huddersfield, HD1 9EL
E-mail: 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	The Vicarage
Address Line 1	Scholes Lane
Address Line 2	Scholes
Address Line 3	Kirklees
Town/city	Cleckheaton
Postcode	BD19 6PA

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

Easting (x)	Northing (y)
416724	425857

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

Kate

Surname

Jowett

Company Name

St Philip and St James Church, Scholes, Cleckheaton

Address

Address line 1

2 Acer Way

Address line 2

Scholes

Address line 3

Cleckheaton

Town/City

Bradford

County

West Yorks

Country

Uk

Postcode

BD196JQ

Are you an agent acting on behalf of the applicant?

- ☒ Yes
- ☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mrs

First name

Kate

Surname

Jowett

Company Name

Scholes Parish Church

Address

Address line 1

Scholes Lane

Address line 2

Scholes

Address line 3

Cleckheaton

Town/City

Bradford

County

W Yorks

Country

United Kingdom

Postcode

Bd196pa

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

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

KJ1

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

We have consulted with our arborist prior to making this application.

There are 12 trees which we wish to carry out works on, which are numbered and shown on the plan which will be attached.

Numbers 1 - 4 are Laurel bushes which need reducing in height by around a 3rd. These are along the edge of the main church garden on the boundary with Lower Green Avenue.

Number 5 is a Cherry which is over mature and may be dead, and overhangs the interment area near the main Church door. It is proposed to remove the branches which are dangerous but retain the trunk and healthy branches, as total removal will leave a gap.

Number 6 is a Sycamore further up the interment area on the west side of the Church which also overhangs the private grounds of the top house on Upper Green Avenue. It is proposed to remove the dangerous overhanging branches and reduce the height as appropriate, unless the tree is dead, in which case it may need to be felled, but this is not a desired option as it will also leave a gap.

Numbers 7 and 8 are a Laurel and a Holly respectively, which grow on the Church side of the low wall which separates the south side of the Church and the parking area in front of the Vicarage. These overhang on both sides and are starting to obstruct the path and the car parking area. It is proposed to reduce these back to a manageable and proportionate size.

Numbers 9,10,11, and 12 are large trees along the Church side of the boundary wall which runs between the north east gate of the Church grounds and the rear of the Vicarage. On the other side of this wall is the private drive leading to two houses on Towngate, and these trees, which are two Laurels, a Crack Willow and a Holly, need reducing back down by a crown lift to 3 metres from the floor and laterally away from the walls of the church and the houses and the other side.

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

Address line 1

Scholes Lane

Address line 2

Scholes

Address line 3

Cleckheaton

Town/City

Bradford

Postcode

BD19 6PA

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

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

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

***** REDACTED *****

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

Kate Jowett

Date

23/10/2024