

For office use only

Application No.

Date received

Fee paid £

Receipt No:

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

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

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:	Mr	First name:	Steven		
Last name:	Aspinall				
Company (optional):					
Unit:		House number:	2	House suffix:	
House name:					
Address 1:	Grasscroft Way				
Address 2:					
Address 3:					
Town:	Whalley				
County:					
Country:					
Postcode:	BB7 9XX				

2. Agent Name and Address

Title:	Mr	First name:	Iain		
Last name:	Tavendale				
Company (optional):	Arboricultural Consultant				
Unit:		House number:		House suffix:	
House name:	High Bank Farm				
Address 1:	Stoney Bank Road				
Address 2:	Earby				
Address 3:					
Town:	Barnoldswick				
County:					
Country:					
Postcode:	BB18 6LD				

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 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.

Clitheroe Rural District Tree Preservation Order
1957 No.1

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.

To fell to ground level 1No. Oak tree in rear garden of No.2 (Plot 1).

The tree was retained during development in or about 2015 despite originally being shown for removal to permit the diversion of a main sewer. The original proposal appears to have been changed however - possibly to retain all works within the red line boundary.

As a result of the realignment of the sewer - for whatever reason, it was dog legged around the Oak with all excavation works clearly being undertaken within the tree's expected minimum root protection area.

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

It is considered that as a result of such works and resultant root damage, the tree has rapidly and extensively declined and now can be observed to contain extensive dead wood and major die back. It is considered that the tree is now beyond any level of recovery and due to its position within the garden and proximity to third parties, safety can no longer be assured and the only reasonable action is to fell and replant.

Replanting is proposed with 1No. *Betula utilis* *Jacquemontii* - selected standard size. 8-10cm girth.

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.

Location plan and image all contained within pdf bundle.

9. Authority Employee / Member

With respect to the Authority, I am:

- (a) a member of staff (c) related to a member of staff
(b) an elected member (d) related to an elected member

Do any of these statements apply to you?

☐ Yes

☒ No

If Yes, please provide details of the name, relationship and role

10. 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)

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For all trees

(see Question 7)

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

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For works to trees protected by a TPO

(see Question 7)

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?

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11. Declaration - Trees

I/we hereby apply for planning permission/consent as described in this form 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.

Signed - Applicant:

Or signed - Agent:

Iain Tavendale F.Arbor.A. signed electronically.

Date (DD/MM/YYYY):

28/11/2025

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

12. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

13. 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)

NOT FOR CONSTRUCTION. THIS DRAWING IS FOR INFORMATION ONLY. IT HAS BEEN RECEIVED AND INCORPORATED ONTO THE DRAWINGS. ALL THE INFORMATION PROVIDED AND ASSOCIATED COSTINGS, ARE USED AT BELLMAY HOMES RISK AND NO LIABILITY WILL BE ACCEPTED BY LEES ROXBURGH LTD.

PRIOR TO ANY CONSTRUCTION, THE CONTRACTOR MUST CONFIRM THE PRECISE INVERT LEVEL AND PIPE DIAMETER OF THE RECEIVING DRAINAGE SYSTEM AND MUST IMMEDIATELY ADVISE LEES ROXBURGH OF ANY VARIATION TO THAT UPON WHICH THE DESIGN HAS BEEN BASED.



1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH LEES ROXBURGH DRAWING STANDARDS, AND REFERS TO DESIGNERS DRAWINGS AND DETAILS.
2. CONSTRUCTION DETAILS TO BE IN ACCORDANCE WITH LANCASHIRE COUNTY COUNCIL'S DESIGN GUIDE.
3. THE CONTRACTOR SHALL COMPLY WITH THE FOLLOWING:-
 - a. ALL OPERATIONS SHOULD BE CARRIED OUT IN ACCORDANCE WITH THE GENERAL HEALTH AND SAFETY POLICY OF BELLMAY HOMES AND ALL RELEVANT HEALTH AND SAFETY LEGISLATION.
 - b. THE LOCAL AUTHORITY AND SERVICE COMPANIES TO BE NOTIFIED PRIOR TO COMMENCEMENT OF WORKS.
 - c. PRIOR TO CONSTRUCTION THE ACTUAL POSITIVE DEPTHS OF SERVICES LIKELY TO BE AFFECTED BY WORKS SHOULD BE ESTABLISHED BY MEANS OF A CLOSE LIAISON WITH THE SERVICE COMPANIES. THE CONTRACTOR SHALL IMMEDIATELY ADVISE LEES OF ANY SERVICES EXPOSED WHICH MAY AFFECT DESIGN.
 - d. THE LOCATION AND DEPTH OF ANY SERVICES/INFRASTRUCTURE SHOWN IS APPROXIMATE HAS BEEN BASED ON PLANS RECEIVED FROM THE STAKEHOLDER UNDERTAKERS.
 - e. LEES ROXBURGH LTD DO NOT ACCEPT ANY RESPONSIBILITY FOR THE ACCURACY OF THIS OTHER DRAWINGS WHICH INDICATE THE POSITIVE DEPTHS OF SERVICES/APPARATUS.
 - f. THE CONTRACTOR MUST CONTACT THE RELEVANT STATUTORY UNDERTAKERS AND BE IN POSSESSION OF THE LATEST AVAILABLE DRAWINGS FROM THE UNDERTAKERS WHICH SHOWS DETAILS OF SERVICES/APPARATUS.
 - g. ALL SEWERAGE WORKS TO BE IN ACCORDANCE WITH THE 'STANDARDS FOR ADOPTION' WITH EXISTING UTILITIES STANDARD DETAILS - PUMP STA DESIGNED TO 'STANDARDS FOR ADOPTION'.
 - h. LEES ROXBURGH'S APPOINTMENT IS IN THE DESIGN OF THE PROPOSED CIVIL WORKS ONLY AND HAVE NO SITE ROLE. IT IS THEREFORE THE CONTRACTOR'S RESPONSIBILITY FOR THE HEALTH AND SAFETY AT WORK ACT SPECIFICALLY RESPONSIBLE FOR ALL WORK AND FOR THE STABILITY OF THE ABOVE STRUCTURES.
 - i. FOR LEGAL SITE BOUNDARY SEE THE POSSESSION OF CLIENT.
 - j. ALL DIMENSIONS SHOWN ARE UNLESS INDICATED OTHERWISE.
 - k. THE PROPOSED WORKS ELEMENT OR INCLUDING ANY LEVELS SHOWN, IS APPROXIMATE AS DEVELOPMENT PROPOSAL THEREFORE BE TREATED AS INDICATIVE DRAWING MUST THEREFORE BE USED FOR WORKING PURPOSES ONLY AND REFER TO THE RELEVANT EXISTING LEVEL AND SETTING-OUT DRAWING FOR



