



Application for tree works: works to trees subject to a preservation order (TPO) and/or notification of proposed works to trees in conservation areas (CA). Town and Country Planning Act 1990

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title:	Miss	First name:	Charlotte
Last name:	Hutchins		
Company (optional):			
Unit:		House number:	38
		House suffix:	
House name:	Roman Tree Close		
Address 1:			
Address 2:			
Address 3:			
Town:	Neath		
County:			
Country:			
Postcode:	SA10 7SQ		

2. Agent Name and Address

Title:	Mr	First name:	Andrew
Last name:	Brammell		
Company (optional):	Monkey Tree Care Ltd		
Unit:		House number:	
		House suffix:	
House name:			
Address 1:			
Address 2:			
Address 3:			
Town:	Honelli		
County:	Carmarthenshire		
Country:			
Postcode:	SA14 9LH		

3. Trees Location

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:					
Town:					
County:					
Postcode (if known):					

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

Easting:	
Northing:	

Description:

T1 is located on land north-west of my property at 38, RTC (Approximately 9-10 metres away). It is immediately behind the rear boundary line. It is adjacent to the front garden of No 38, RTC and it is in close proximity to both neighbours either side.

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:			
Town:			
County:			
Country:			
Postcode:			

Telephone numbers

Country code:	National number:	Extension number:
Country code:	Mobile number (optional):	

Email address (optional):

6. Tree Preservation Order Details

Are you wishing to carry out works to tree(s) in a Conservation Area (CA)?

☐ Yes ☒ No

Are you seeking consent for works to tree(s) Subject to a Tree Preservation Order (TPO)?

☒ Yes ☐ No

Do you know the title of the Tree Preservation Order (TPO)?

☒ Yes ☐ No

If Yes, please provide the title of the TPO:

Title of TPO - Tree Preservation Order 2010

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

Before answering these questions you might find it helpful to consult a tree surgeon to clarify what needs to be done.

Please provide a full and clear description of:

- The proposed works
- The trees affected including species and location

T1 - Sessile Oak Tree - located north-west on sketch plan provided, highlighted in yellow.
Proposed Works - Crown lift overhanging branches on South-east side of crown by 2-5 metres. Prune to increase ambient light and negate nuisance. Sympathetic thin to reduce sail and increase light filtration. Remove waste material.

Trees protected by TPO should be numbered according to the First Schedule of the Tree Preservation Order. For example - T3 oak; two beech and one birch in G2.

You must identify the trees on a sketch plan showing the location in relation to building(s), named roads and boundaries.

Please state the reference number you have given the plan (as described above):

RTCT1

8. Trees - Reasons For Works

This section only needs to be completed if you are seeking consent for proposed works to trees under a Tree Preservation Order (TPO)

Please state the reasons for carrying out the proposed works on the tree(s):

To my knowledge the mature Sessile oak tree has been untouched for 25 years plus. T1 is situated approximately 3-4 metres away from another sessile oak tree, T2 (See sketch plan). Both trees are entwined and some of T1's branches have grown away from T2 in order to gain more light causing significant overhang, extending over half the length of my garden.

I would like the overhanging branches of T1 to be pruned for general safety purposes when family including children and pets are in the garden and to reduce damage risk to garden structures/equipment, plus to maintain the overall health of the tree.

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 documents specified.

Health or safety of the tree(s) - e.g. it is diseased, fears that it might break or fall:

☐ Yes

☒ No

If Yes, information required - report by a tree professional (e.g. arboriculturist, horticultural adviser).

Alleged subsidence damage:

☐ Yes

☒ No

If Yes, Information required: Full report by an engineer or surveyor, together with one from a tree professional - to include date and description of property damage; sub-soil type and shrinkage potential; location of any roots found and their identification; history of ground and building movement through a distortion survey and/or level or crack monitoring over suitable period; other vegetation in the vicinity and its management since discovery of the damage.

9. Trees - Additional Information

Are you providing additional information in support of your application?

☒ Yes

☐ No

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

I have provided a sketch plan, reference RTCT1.

Please note, I would like to bring to your attention that the ~~completed~~ works following an application made by Mr Chris Davies of N° 62, RTC in May 2025 had incorrectly identified the tree to the rear of his property as T1, when in fact, this application refers to T1, a Sessile oak tree on land behind my property at N° 38, RTC. Mr Davies and NPT Council should have identified the tree behind N° 62 as T26, a Sessile oak tree, however, the approval detailing the regulatory conditions also incorrectly refers to the tree as a Sycamore tree.

Please see attached photos (x6) of Sessile oak tree T1.

10. Application For Tree Works - Checklist

Please use this checklist to ensure that the form has been completed correctly and that all relevant information is submitted.

For works to trees protected by a Tree Preservation Order, failure to supply sufficiently precise and detailed information may result in your application being rejected or delay in dealing with it. In particular, you MUST provide the following:

The original and 3 copies of a completed and dated application form.



The original and 3 copies of a sketch plan showing the location of all tree(s).



The original and 3 copies of a full and clear specification of the works to be carried out.



The original and 3 copies of a statement of reasons for the proposed work.



- evidence in support of statement of reasons. In particular, you should provide:

The original and 3 copies of a report by a tree professional (e.g. arboriculturist or horticultural adviser) if your reasons relate to the health and/or safety of the tree(s).



The original and 3 copies of a report by an engineer or surveyor, together with one from a tree professional (arboriculturist) if you are alleging subsidence damage.



For works to trees in conservation areas, it is important to supply precise and detailed information on your proposal. You may, therefore, wish to provide the following:

The original and 3 copies of a completed and dated form, with all questions answered.



The original and 3 copies of a sketch plan showing the precise location of all tree(s).



The original and 3 copies of a full and clear specification of the works to be carried out.



Whether the trees are protected by a TPO or in a conservation area, please indicate which of the following types of additional information you are submitting (the original and 3 copies of each need to be provided):

- photographs. ☒

- report by a tree professional (arboriculturist) or other. ☒

- details of any assistance or advice sought from a Local Planning Authority officer prior to submitting this form. ☒

11. Declaration - Trees

I/we hereby apply for planning permission as described in this form and the accompanying plans/drawings and additional information. I confirm that, to the best of my knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the persons giving them.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

19/01/2026

(date cannot be pre-application)

12. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Email address (optional):

13. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Email address (optional):