



**WOKINGHAM
BOROUGH COUNCIL**

Wokingham Borough Council
Planning Services
PO Box 157, Civic Offices, Shute End
Wokingham, Berkshire
RG40 1WR
email: development.control@wokingham.gov.uk
Phone: 0118 974 6000

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

5

Suffix

Property Name

Address Line 1

Arbor Meadows

Address Line 2

Address Line 3

Wokingham

Town/city

Winnersh

Postcode

RG41 5ED

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

Easting (x)

477666

Northing (y)

171277

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')

Neighbouring land to the rear of 5 Arbor Meadows

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

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?

☒ 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

1805/2021

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

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

Tree Location plan and 2 x photos

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

Specification

T.1 Maple

Section fell in safe and controlled manner to just above ground level.

T.2 Dying Maple

Fell to just above ground level in safe and controlled manner.

T.3 Silver Birch

Section fell in safe and controlled manner to just above ground level.

T.4 Maple

Remove dead top

Reduce side facing the property by 1m

Reasons for the proposed works are listed and numbered below

1. Understandably there is a TPO order on the woodland and the residents enjoy the positive aspects that they bring. However, the developing trees directly on the border have grown significantly larger and now are becoming overpowering to the garden. Our client has planted a significant number of trees in their garden and these are becoming overshadowed, and the encroaching woodland is causing the younger trees to develop poorly - this will likely lead to them having to be removed.

2. The trees are likely self set. T2 and T4 look to be in decline. T1 is a large developing tree and is only at a small percentage of growth potential. If T1 and T3 are allowed to develop they will become very large trees, potentially becoming a nuisance to the residential property

3. The pruning works will be carried out in accordance with the guidelines in BS3998, is therefore is a appropriate recognised pruning technique and should be allowed to be carried on to all trees to alleviate problems and conflicts

5. The crown reductions will be carried out by a highly skilled arborist in accordance with the guidelines in B.S 3998 and therefore a natural crown shape will be retained. When crown reduction are carried out in this way it is very hard for a lay person to be able to see that works have been carried out and therefore the visual amenity provided by this tree will not be effected.

6. The pruning/ removal will allow more light into the garden and property.

7. The area has plenty of tree cover and therefore any loss of visual amenity will be minimal.

8. The trees to be pruned have good vitality and therefore the pruning will not have a significant detrimental effect to overall condition of the tree.

9. Because the house screens the trees the branches/trees removed will only be noticeable from one or two public places and you will have to look hard to see they are missing, therefore the loss of visual amenity for the local landscape will be minimal.

10. The tree has grown significantly since the TPO was placed on it and I don't not see it as unreasonable for the home owners to request pruning to contain the size and spread of the tree, and also to request removing the nearest trees to allow them to enjoy the planting they had invested in

Summary

The proposed works will make significant difference to Clients use and enjoyment of their garden and will help to prevent future conflicts between the trees and the property.

The reasons 1.-10. are all credible reasons, to justify the works, in their own right and all far out way the any loss of any visual amenity.

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

Address

Number

Suffix

Property Name

Address line 1

PO Box 157

Address line 2

Shute End

Address line 3

Town/City

Wokingham

Postcode

RG40 1BN

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

Kim Verran

Date

08/07/2025

Amendments Summary

Site location and ownership amended