



London Borough of Hillingdon, Residents Services, 3N Civic Centre, High Street, Uxbridge, Middlesex UB8 1UW
Tel: 01895 250230 Web: www.hillingdon.gov.uk

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

68

Suffix

Property Name

Address Line 1

Wallington Close

Address Line 2

Address Line 3

Hillingdon

Town/city

Ruislip

Postcode

HA4 7YJ

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

Easting (x)

508190

Northing (y)

188426

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

DR

First name

SARA

Surname

MILLS

Company Name

Address

Address line 1

68 WALLINGTON CLOSE

Address line 2

Wallington Close

Address line 3

Town/City

RUISLIP

County

Country

United Kingdom

Postcode

HA47YJ

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 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

Dear Sir/Madam,

I am writing to request consent to carry out essential arboricultural works to a mature *Quercus robur* (common oak) located approximately 10 metres from the boundary of my property. The tree is protected under a Tree Preservation Order.

The tree is of significant size and canopy spread, and whilst of great ecological and amenity value, it is now presenting pressing management concerns:

Low-hanging branches and highway obstruction: Several lateral limbs are pendulous and have shed during periods of high wind. Fallen branches have obstructed both the public footpath and roadway, creating hazards for vehicles and pedestrians.

Neighbouring property impact: The adjacent neighbour has raised concerns regarding the oak's infringement on their right to light, with dense canopy growth reducing daylight ingress into their property.

Structural management needs: The canopy is showing signs of disproportionate weight distribution and mechanical stress, with over-extended laterals oversailing the verge.

Background:

Consent for limited works was previously granted, but due to financial constraints, only a small proportion of the approved maintenance was carried out. As a result, the issues identified at that time persist and have since become more pronounced. Our contracted gardener, with relevant horticultural and arboricultural experience, has now strongly advised that more comprehensive trimming is necessary. They have recommended that the works be undertaken during the autumn season, when the tree is in a suitable physiological state for intervention.

Proposed Works:

Crown lifting to 5.5 metres above ground level to ensure compliance with highway clearance standards.

Crown thinning (up to 20%) to remove dead, crossing, and vulnerable branches, improving air circulation and reducing wind sail.

Selective crown reduction of limbs overshadowing the neighbouring property, to address light obstruction while maintaining tree health and form.

Removal of hazardous, storm-damaged, or weakly attached branches.

Justification:

The works are necessary for highway safety, to protect the rights and amenity of adjoining occupiers, and to secure the long-term vitality of the tree itself. Undertaking these measures will bring the tree into safe and sustainable management, in accordance with BS3998:2010 "Tree Work – Recommendations."

These works are intended to be proportionate and sensitive, ensuring the oak continues to contribute to local biodiversity and landscape character, while mitigating risks and conflicts with the built environment.

I enclose supporting photographs and a location plan for reference.

Yours faithfully,
DR S MILLS

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

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Crown thinning (up to 20%) to remove dead, crossing, and vulnerable branches, improving air circulation and reducing wind sail.

Selective crown reduction of limbs overshadowing the neighbouring property, to address light obstruction while maintaining tree health and form.

Removal of hazardous, storm-damaged, or weakly attached branches.

Please see tree report and sketches provided on previous application

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

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

SARA MILLS

Date

01/10/2025