Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.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: 15

Suffix:

Property Name:

Address Line 1: Hillside Avenue

Address Line 2: Offington

Address Line 3: West Sussex

Town/city: Worthing

Postcode: BN14 9QR

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

Easting (x): 513748

Northing (y): 105453

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')

Verge Between 106 Warren Road And 15 Hillside Avenue Warren Road Worthing West Sussex

Applicant Details

Name/Company

Title

Mrs

First name

Caroline

Surname

Smith

Company Name

Address

Address line 1

15

Address line 2

Hillside Avenue

Address line 3

Offington

Town/City

Worthing

County

Country

United Kingdom

Postcode

BN14 9QR

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

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?

- [x] Yes
- [ ] No

Do you know the Tree Preservation Order reference number(s)?

- [x] Yes
- [ ] No

Please enter the title or number for each relevant Tree Preservation Order

TPO 49 of 2001 - G1 - Holly (T1) & Field Maple(T2)

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
- [x] No

Alleged damage to property - e.g. subsidence or damage to drains or drives.

- [ ] Yes
- [x] No

Are you wishing to carry out works to tree(s) in a conservation area?

- [ ] Yes
- [x] 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')?

- [x] Yes
- [ ] No

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

Attachment 1 - photos to show loss of natural and evening sunlight due to the new Cinnamon care home
Attachment 2 - photos to show shading from various trees and roofline of Cinnamon care home.
Attachment 3 - photos of Field Maple & Holly indicating scope of tree works desired
Attachment 4 - site plan of TPO 49 of 2001 to show location of G1 trees to which this application refers

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

T1. Holly (G1 on TPO 49/2001) - fell to ground level. (Attachments 2 & 3).
Reason: Due to its dense evergreen foliage the holly tree casts deep shade throughout the year and is causing the field maple to lean out towards the centre of the public bridleway due to its close proximity. Numerous new shoots grow at the base of the trunk every year (including our side of the garden) which is contributing to a lot of dense undergrowth. In past years the new shoots and undergrowth have been maintained by us, but we are now of pension age and struggling to keep up with the maintenance of the public bridleway running alongside our boundary as well as keeping our garden in order. Over the years, new trees and shrubs have grown alongside the holly tree which have contributed to the amenity value of the bridleway whilst the holly tree is no longer as visible as it once used to be.
The proposed removal will help improve access to daylight, benefiting both the enjoyment of use from the rear garden and the field maple to have a more balanced growth on the east facing side of the tree. This will also compensate for any short term amenity loss from the holly tree. In our opinion it would not adversely affect the appearance, amenity value or contribution to the character of this area.

T2. Field Maple (G1 on TPO 49/2001) - reduce crown height by around 3m on the south side and 4m on the north side of the tree (the north side being higher than the south side, as can be seen from the photos in attachments 2 & 3) The crown width to be trimmed accordingly to blend and shape the field maple including removal of epicormic shoots.
Reason: the field maple has grown very tall and dominant causing excessive shading and limiting natural light and sunlight in the rear garden. It grows incredibly quickly and has easily reached it's former height within 4 years after previous tree work that has been carried out.
The proposed crown reduction is intended to balance the tree's proportions and allow more sunlight into the outdoor space while retaining the tree and its amenity value. It will compensate for the loss of natural light and sunlight due to the height of the new care home casting shade (as it is substantially higher than the previous property. See attachment 1) and the eucalyptus tree (property of Cinnamon care home). The eucalyptus tree (which incidentally is leaning heavily over the public bridleway towards our garden) casts very deep shade in the rear garden particularly during the winter months when the sun is lower in the sky.

The tree work described above has been discussed with a tree surgeon, Jon Thwaite and in his opinion he believed the work would not adversely affect the amenity value they provide to the bridleway and also Stephen Cantwell (Adur-Worthing Council Planning Officer for AWDM/1157/21 (Cinnamon care home). He was advised by your department to tell us to submit an application and it will be reviewed with the comments above in mind.

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

***** REDACTED ******

Address

Number

Suffix

Property Name

Verge Between 106 Warren Road And 15 Hillside Avenue Warren Road Worthing West Sussex

Address line 1

BN14 9QR

Address line 2

Address line 3

Town/City

Postcode

BN14 9QR

Contact Details

Primary number

Secondary number

Fax number

Email address

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

Caroline Smith

Date

09/07/2025

Amendments Summary

Amended location details as requested by Dawn Ayres to "Verge Between 106 Warren Road And 15 Hillside Avenue Warren Road Worthing West
Sussex"