

IMPORTANT - THIS COMMUNICATION AFFECTS YOUR PROPERTY

EXAMPLE

HERTSMERE BOROUGH COUNCIL**Section 16 Local Government (Miscellaneous Provisions) Act 1976**

To: **The Owner/Occupier**
Shenley Hill House
Shenley Hill Road
Radlett
Herts.

A.R.

TAKE NOTICE that the **HERTSMERE BOROUGH COUNCIL** in pursuance of the powers contained in Section 16(1) of the Local Government (Miscellaneous Provisions) Act 1976 considers that it ought to have information in respect of the land known as

Shenley Hill House, Shenley Hill Roadx, Radlett, Herts.

hereinafter called "the said land", with a view to performing a function conferred on it by: -

Town and Country Planning Act 1971 Sections 60 and 61 -
Power to make Tree Preservation Orders

AND YOU being (a) the occupier of the said land; (b) a person who has an interest in the said land as freeholder, mortgagee or lessee or directly or indirectly receives rent for the said land; (c) a person who, in pursuance of an agreement between yourself and a person interested in the said land, is authorised to manage the said land or arrange for the letting of it,

ARE HEREBY REQUIRED ON OR BEFORE the thirteenth day of
April 1988 to furnish in respect of the said land a true and correct Return of the
particulars attached to this Notice and to forward the Return to me within the time stated.

Your attention is drawn to the notes overleaf.

Dated eighteenth of March 19 88



Signed

Borough Secretary

Address to which any communication
to the Council with reference to
this notice may be sent: -

Borough Secretary
Hertsmere Borough Council,
Civic Offices,
Elstree Way,
Borehamwood, Herts.
WD6 1WA

NOTES

A stamped addressed envelope is enclosed for your reply.

An additional copy of the Return is enclosed for your retention.

Section 16(2) of the Local Government (Miscellaneous Provisions) Act 1976 states that: -

A person who -

- (a) fails to comply with the requirements of a Notice served on him in pursuance of Section 16(1) of the Act;
- (b) in furnishing any information in compliance with such a Notice makes a statement which he knows to be false in a material particular or recklessly makes a statement which is false in a material particular;

shall be guilty of an offence and liable on summary conviction to a fine not exceeding [REDACTED] £2,000

* * * * *

Example

IMPORTANT - THIS NOTICE AFFECTS YOUR PROPERTY

HERTSMERE BOROUGH COUNCIL

**Town and Country Planning Act 1971
Town and Country Planning (Tree Preservation Order) Regulations 1969
Town and Country Planning (Tree Preservation Order)
(Amendment) Regulations 1981**

To: The Secretary
Porters Park Golf Club
Shenley Hill
Radlett
Herts.

TAKE NOTICE that the **HERTSMERE BOROUGH COUNCIL**,

in pursuance of its powers as Local Planning Authority under Section 60 of the Town and Country Planning Act 1971, has made a Tree Preservation Order (a copy whereof together with the map included therein is enclosed herewith) in respect of: -

one Beech, one Horse Chestnut, two Oak, two Spruce, one Sycamore and two Yew;
a Group consisting of nine Cypress, two Holly, one Ash, one Cedar and one Pine;
a Group consisting of four Beech, three Maple, two Oak and one Pine; and
a Group consisting of eight Maple, on land at "Warrencroft", "Upwood" & Shenley Cottages

*The said Order contains a direction under Section 61 of the Act, the effect of which is explained overleaf

The grounds for making the said Order are as follows: -

that the trees should be retained in order to preserve the character and amenities of the area.

A certified copy of the Order and the map included therein may be inspected without charge at Civic Offices, Elstree Way, Borehamwood, Herts. and at the Aldenham Parish Council offices,

1 Aldenham Avenue, Radlett (9.00 a.m. to 12.00 noon)

during normal office hours (Monday to Friday inclusive).

Should you wish to raise any objections or make any representations with respect to the Order they should be made in accordance with Regulation 7 of the Town and Country Planning (Tree Preservation Order) Regulations 1969 (reproduced overleaf).

RH Goyland

Dated eighteenth of MARCH 1988 (Signed)

Borough Secretary

Civic Offices,
Elstree Way,
Borehamwood, Herts.
WD6 1WA

*Delete as applicable

*delivered by hand
Pine 18/3/88*

NOTES

Town and Country Planning (Tree Preservation Order) Regulations 1969

OBJECTIONS AND REPRESENTATIONS

7. (1) Every objection or representation with respect to an order shall be made in writing to the authority and shall state the grounds thereof and specify the particular trees, group of trees, or woodlands in respect of which it is made.

(2) An objection or representation shall be duly made if it complies with paragraph (1) of the regulation and is received by the authority within 28 days from the date of the service of the notice of the making of the order.

~~Town and Country Planning Act 1971~~

Section 61 (2) of the above Act provides that notwithstanding Section 60 (4) of this Act, an order which contains a direction under Section 61 (1) of the Act shall take effect provisionally on such date as may be specified therein and shall continue in force by virtue of the said Section 61 until –

- (a) the expiration of a period of six months beginning with the date on which the order was made; or
- (b) the date on which the order is confirmed;

~~whichever first occurs.~~

*delete as applicable

The **HERTSMERE BOROUGH COUNCIL**, in exercise of the within written powers conferred upon it in that behalf, hereby confirms the Order ~~subject to the amendments shown in red.~~

In witness whereof the Common Seal of the Council was hereunto affixed
this eleventh day of JULY 1988
in the presence of

(Mayor)

(Solicitor)



Dated

eighteenth of MARCH

1988

HERTSMERE BOROUGH COUNCIL

Town and Country Planning Acts, 1971 - 74

TREE PRESERVATION ORDER

relating to

**"WARRENCROFT", "UPWOOD" and SHENLEY
COTTAGE, RADLETT, Herts.**

TPO No. 152/1988

Civic Offices,
Elstree Way,
Borehamwood, Herts.
WD6 1WA

Seal

HERTSMERE BOROUGH COUNCIL

Town and Country Planning Acts 1971 – 1974

THE HERTSMERE BOROUGH COUNCIL

(“WARRENCROFT”, “UPWOOD” & SHENLEY COTTAGE, RADLETT)

TREE PRESERVATION ORDER No. 152, 1988 .

THE HERTSMERE BOROUGH COUNCIL in this Order called “the authority” in pursuance of the powers on that behalf by Section 60 (and 61**) of the Town and Country Planning Act 1971 (as amended by (1) of the Town and Country Amenities Act 1974), and subject to the provisions of the Forestry Act by makes the following Order: –

In this Order: –

“the Act” means the Town and Country Planning Act 1971;

“owner” means the owner in fee simple, either in possession or who has granted a lease or tenancy of which the unexpired portion is less than three years; lessee (including a sub-lessee) or tenant in possession, the unexpired portion of whose lease or tenancy is three years or more and a mortgagee in possession; and

“the Secretary of State” means the Secretary of State for the Environment.

Subject to the provisions of this Order and to the exemptions specified in the Second Schedule no person shall, except with the consent of the authority and in accordance with the conditions, if any, on such consent, cut down, top, lop, uproot, wilfully damage or wilfully destroy or cause or permit the felling, topping, lopping, uprooting, wilful damage or wilful destruction of any tree specified in the First Schedule or comprised in a group of trees or in a woodland therein specified, the position of which trees, trees and woodlands is defined in the manner indicated in the said First Schedule on the map annexed to this Order which map shall, for the purpose of such definition, prevail where any ambiguity arises between it and the provisions in the said First Schedule.

An application for consent made to the authority under Article 2 of this Order shall be in writing and shall specify the reasons for making the application, and shall specify the trees to which the application relates, and the conditions for the carrying out of which consent is required.

(1) Where an application for consent is made to the authority under this Order, the authority may grant such consent either unconditionally, or subject to such conditions (including conditions requiring the felling of any tree by one or more trees on the site or in the immediate vicinity thereof), as the authority may think fit, or may refuse consent.

Provided that where the application relates to any woodland specified in the First Schedule to this Order the authority shall grant consent so far as accords with the principles of good forestry, except where, in the opinion of the authority, it is necessary in the interests of amenity to maintain the special character of the woodland or the special character of the area, and shall not impose conditions on such consent requiring replacement or replanting.

(2) The authority shall keep a register of all applications for consent under this Order containing particulars of the nature of the application, the decision of the authority thereon, any compensation payable in consequence of such decision and any directions as to replanting of woodlands; and every such register shall be available for inspection by the public at all reasonable hours.

of Order.

as applicable.

E – If it is desired to fell any of the trees included in this Order whether included as trees, groups of trees or woodlands and the felling of which a licence is required under the Forestry Act, 1967, application should be made **not** to the authority under this Order but to the Conservator of Forests for a licence under that Act (section 15 (5)).

5. Where the authority refuses consent under this Order or grants such consent subject to condition it may when refusing or granting consent certify in respect of any trees for which it is so refusing or granting consent that it is satisfied —

- (a) that the refusal or condition is in the interests of good forestry; or
- (b) in the case of trees other than trees comprised in woodlands, that the trees have an outstanding or special amenity value.

6. (1) Where consent is granted under this Order to fell any part of a woodland other than consent for silvicultural thinning then unless —

- (a) such consent is granted for the purpose of enabling development to be carried out in accordance with a permission to develop land under Part III of the Act, or
- (b) the authority with the approval of the Secretary of State dispenses with replanting,

the authority shall give to the owner of the land on which that part of the woodland is situated a direction in writing specifying the manner in which and the time within which he shall replant such land and where such a direction is given and the part is felled the owner shall, subject to the provision of this Order and section 175 of the Act, replant the said land in accordance with the direction.

(2) Any direction given under paragraph (1) of this Article may include requirements as to —

- (a) species;
- (b) number of trees per acre (hectare);
- (c) the erection and maintenance of fencing necessary for protection of the replanting;
- (d) the preparation of ground, draining, removal of brushwood, lop and top; and
- (e) protective measures against fire.

7. On imposing any condition requiring the replacement of any tree under Article 4 of this Order, or on giving a direction under Article 6 of this Order with respect to the replanting of woodlands, the authority shall if such condition or direction relates to land in respect of which byelaws made by a water authority since 31st March 1974, by any other authority (whose functions are now exercised by a water authority) who at any time prior to 1st April 1974 exercised the functions in respect of which the byelaw was made, by a drainage board, or by the Greater London Council in the exercise of its functions in relation to maintenance, improvement or construction of watercourses or of drainage works, restrict or regulate the planting of trees, notify the applicant or the owner of the land, as the case may be, of the existence of such byelaws and that any such condition or direction has effect subject to the requirements of the water authority, the drainage board, or the Greater London Council under those byelaws and the condition or direction shall have effect accordingly.

8. The provisions set out in the Third Schedule to this Order, being provisions of Part III of the Act adapted and modified for the purposes of this Order, shall apply in relation thereto.

9. Subject to the provisions of this Order, any person who has suffered loss or damage in consequence of any refusal (including revocation or modification) of consent under this Order or of any grant of any such consent subject to conditions, shall, if he makes a claim on the authority within the time and in the manner prescribed by this Order, be entitled to recover from the authority compensation in respect of such loss or damage:

Provided that no compensation shall be payable in respect of loss or damage suffered by reason of such refusal or grant of consent in the case of any trees the subject of a certificate in accordance with Article 5 of this Order.

(3) Where an authority submit an Order to the Secretary of State for his confirmation under this section, the authority shall furnish the Secretary of State with a statement of their reason for making the Order and shall serve notice together with a copy of the aforesaid statement on the owner and on the occupier of the land affected, and on any other person who in their opinion will be affected by the Order, and if within the period of twenty-eight days from the service thereof any person on whom the notice is served so requires, the Secretary of State, before confirming the Order, shall afford to that person, and to the authority, an opportunity of appearing before, and being heard by, a person appointed by the Secretary of State for the purpose.

(4) The power conferred by this section to revoke or modify a consent may be exercised at any time before the operations for which consent has been given have been completed.

Provided that the revocation or modification of consent shall not affect so much of those operations as has been previously carried out.

(5) Where a notice has been served in accordance with the provisions of subsection (3) of this section, no operations or further operations as the case may be, in pursuance of the consent granted, shall be carried out pending the decision of the Secretary of State under subsection (2) of this section.

46. Unopposed revocation or modification of consent. (1) The following provisions shall have effect where the local planning authority have made an Order (hereinafter called "such Order") under section 45 above revoking or modifying any consent granted on an application made under a tree preservation order but have not submitted such Order to the Secretary of State for confirmation by him and the owner and the occupier of the land and all persons who in the authority's opinion will be affected by such Order have notified the authority in writing that they do not object to such Order.

(2) The authority shall advertise the fact that such Order has been made and the advertisement shall specify (a) the period (not less than twenty-eight days from the date on which the advertisement first appears) within which persons affected by such Order may give notice to the Secretary of State that they wish for an opportunity of appearing before, and being heard by, a person appointed by the Secretary of State for the purpose and (b) the period (not less than 14 days from the expiration of the period referred to in paragraph (a) above) at the expiration of which, if no such notice is given to the Secretary of State, such Order may take effect by virtue of this section and without being confirmed by the Secretary of State.

(3) The authority shall also serve notices to the same effect on the persons mentioned in subsection (1) above.

(4) The authority shall send a copy of any advertisement published under subsection (2) above to the Secretary of State, not more than three days after the publication.

(5) If within the period referred to in subsection (2) (a) above no person claiming to be affected by such Order has given notice to the Secretary of State as aforesaid and the Secretary of State has not directed that such Order be submitted to him for confirmation, such Order shall at the expiration of the period referred to in subsection (2) (b) of this section, take effect by virtue of this section and without being confirmed by the Secretary of State as required by section 45 of the Act.

(6) This section does not apply to such Order revoking or modifying a consent granted or deemed to have been granted by the Secretary of State under Part III, Part IV or Part V of the Act.

GIVEN under the Common Seal of the
HERTSMERE BOROUGH COUNCIL
the **eighteenth day of MARCH 1988**


(Mayor)




10. In assessing compensation payable under the last preceding Article account shall be taken of:

- (a) any compensation or contribution which has been paid whether to the claimant or any other person, in respect of the same trees under the terms of this or any other Tree Preservation Order under Section 60 of the Act, or under the terms of any Interim Preservation Order made under Section 8 of the Town and Country Planning (Interim Development) Act 1943, or any compensation which has been paid or which could have been claimed under any provision relating to the preservation of trees or protection of woodlands contained in an operative scheme under the Town and Country Planning Act, 1932, and
- (b) any injurious affection to any land of the owner which would result from the felling of the trees the subject of the claim.

11. (1) A claim for compensation under this Order shall be in writing and shall be made by serving it on the authority, such service to be effected by addressing the claim to the authority and leaving it at or sending it by post to the principal office of the authority.

(2) The time within which any such claim shall be made as aforesaid shall be a period of twelve months from the date of the decision of the authority, or of the Secretary of State, as the case may be, or where an appeal has been made to the Secretary of State against the decision of the authority, from the date of the decision of the Secretary of State on the appeal.

12. Any question of disputed compensation shall be determined in accordance with the provisions of Section 179 of the Act.

13. ~~(1) The provisions of Section 60 of the Act shall apply to the Order and the Order shall have effect as if it were a tree preservation order.~~

~~(2) The provisions of Section 61 of the Act shall apply to the Order and the Order shall have effect as if it were a tree preservation order.~~

Note: Any person contravening the provisions of this Order by cutting down, uprooting or wilfully destroying a tree, or by wilfully damaging, topping or lopping a tree in such a manner as to be likely to destroy it is guilty of an offence and liable on summary conviction to a fine not exceeding £1,000 or twice the sum which appears to the court to be the value of the tree, whichever is the greater, or on indictment to a fine. The penalty for any other contravention of this Order is a fine not exceeding £500 on summary conviction and, in the case of a continuing offence when the contravention is continued after conviction, a person is liable on summary conviction to an additional fine not exceeding £5 for every day on which the contravention is so continued.

If a tree other than one to which an Order applies as part of a woodland is removed, uprooted or destroyed in contravention of an Order or is removed, uprooted or destroyed or dies at a time when its cutting down or uprooting is authorised only by Section 60 (6) of the Town and Country Planning Act 1971 relating to trees which are dying or dead or have become dangerous, it is the duty of the owner of the land, unless on his application the local planning authority dispense with the requirement, to plant another tree of appropriate size and species at the same place as soon as he reasonably can. Except in emergency, not less than 5 days' previous notice of the removal, etc., should be given to the authority to enable the latter to decide whether or not to dispense with the requirement.

- 4 -

FIRST SCHEDULE

TREES SPECIFIED INDIVIDUALLY*

(encircled in black on the map)

No. on Map	Description	Situation
T 1	Spruce	on land at "Warrencroft", "Upwood" and Shenley Cottage, Radlett, Herts.
T 2	Spruce	
T 3	Sycamore	
T 4	Horse Chestnut	
T 5	Beech	
T 6	Oak	
T 7	Oak	
T 8	Yew	
T 9	Yew	

*Enter "NONE" where applicable.

- 9 -

THIRD SCHEDULE

Provisions of the following parts of Part III of the Town and Country Planning Act 1971 as adapted and modified to apply to this Order.

33. (1) Without prejudice to the following provisions as to the revocation or modification of consents, any consent under the Order, including any direction as to replanting given by the authority on the granting of such consent, shall (except in so far as the consent otherwise provides), enure for the benefit of the land and of all persons for the time being interested therein.

35. Reference of applications to the Secretary of State. (1) The Secretary of State may give directions to the authority requiring applications for consent under the Order to be referred to him instead of being dealt with by the authority.

(2) A direction under this section may relate either to a particular application or to applications of a class specified in the direction.

(3) Any application in respect of which a direction under this section has effect shall be referred to the Secretary of State accordingly.

(4) Where an application for consent under the Order is referred to the Secretary of State under this section, the provisions of Articles 4 and 5 of the Order shall apply as they apply to an application which falls to be determined by the authority.

(5) Before determining an application referred to him under this section the Secretary of State shall, if either the applicant or the authority so desire, afford to each of them an opportunity of appearing before, and being heard by, a person appointed by the Secretary of State for the purpose.

(6) The decision of the Secretary of State on any application referred to him under this section shall be final.

36. Appeals against decisions. (1) Where an application is made to the authority for consent under the Order and at consent is refused by that authority or is granted by them subject to conditions, or where any certificate or direction is given by the authority, the applicant, if he is aggrieved by their decision on the application, or by any such certificate, or the person directed if he is aggrieved by the direction, may by notice under this section appeal to the Secretary of State.

(2) A notice under this section shall be served in writing within twenty-eight days from the receipt of notification of the decision, certificate or direction, as the case may be, or such longer period as the Secretary of State may allow.

(3) Where an appeal is brought under this section from a decision, certificate or direction of the authority, the Secretary of State, subject to the following provisions of this section, may allow or dismiss the appeal, or may reverse or vary any part of the decision of the authority, whether the appeal relates to that part thereof or not, or may cancel any certificate or cancel or vary any direction, and may deal with the application as if it had been made to him in the first instance.

(4) Before determining an appeal under this section, the Secretary of State shall, if either the appellant or the authority so desire, afford to each of them an opportunity of appearing before, and being heard by, a person appointed by the Secretary of State for the purpose.

(6) The decision of the Secretary of State on any appeal under this section shall be final.

37. Appeal in default of decision. Where an application for consent under the Order is made to the authority, then less than two months from the date of receipt of the application, or within such extended period as may at any time be agreed upon in writing between the applicant and the authority, the authority either -

(a) give notice to the applicant of their decision on the application; or

(b) give notice to him that the application has been referred to the Secretary of State in accordance with directions given under section 35 above;

the provisions of the last preceding section shall apply in relation to the application as if the consent to which it relates had been refused by the authority, and as if notification of their decision had been received by the applicant at the end of the said period of two months, or at the end of the said extended period, as the case may be.

45. Power to revoke or modify the consent under the order. (1) If it appears to the authority that it is expedient to revoke or modify any consent under the Order granted on an application made under Article 3 of the Order, the authority may revoke or modify the consent to such extent as they consider expedient.

(2) Subject to the provisions of sections 46 and 61 of the Act an Order under this section shall not take effect unless it is confirmed by the Secretary of State; and the Secretary of State may confirm any such Order submitted to him either without modification or subject to such modifications as he considers expedient.

SECOND SCHEDULE

This Order shall not apply so as to require the consent of the authority to -

- (1) the cutting down of any tree on land which is subject to a forestry dedication covenant where
 - (a) any positive covenants on the part of the owner of the land contained in the same deed as the forestry dedication covenant and at the time of the cutting down binding on the then owner of the land are fulfilled;
 - (b) the cutting down is in accordance with a plan of operations approved by the Forestry Commission under such deed;
- (2) the cutting down of any tree which is in accordance with a plan of operations approved by the Forestry Commission under the approved woodlands scheme or other grant scheme under section 4 of the Forestry Act 1967 except a scheme which applies to a forestry dedication covenant;
- (3) the cutting down, uprooting, topping or lopping of a tree
 - (a) in pursuance of the power conferred on the Post Office by virtue of section 5 of the Telegraph (Construction) Act 1908 and section 21 of the Post Office Act 1969, or by or at the request of the Post Office where the land on which the tree is situated is operational land as defined by the Post Office Operational Land Regulations and either works on such land cannot otherwise be carried out or the cutting down, topping or lopping is for the purpose of securing safety in the operation of the undertaking;
 - (b) by or at the request of
 - (i) a statutory undertaker where the land on which the tree is situated is operational land as defined by the Act and either works on such land cannot otherwise be carried out or the cutting down, topping or lopping is for the purpose of securing safety in the operation of the undertaking;
 - (ii) an electricity board within the meaning of the Electricity Act 1947, where such tree obstructs the construction by the board of any main transmission line or other electric line within the meaning respectively of the Electricity (Supply) Act 1919 and the Electric Lighting Act 1882 or interferes or would interfere with the maintenance or working of any such line;
 - (iii) a water authority established under the Water Act 1973, a drainage board constituted or treated as having been constituted under the Land Drainage Act 1976, or the Greater London Council, where the tree interferes or would interfere with the exercise of any of the functions of such water authority, drainage board, or Council in relation to the maintenance, improvement or construction of water courses or of drainage works; or
 - (iv) the Secretary of State for Defence, the Secretary of State for Trade, the Civil Aviation Authority or the British Airports Authority where in the opinion of such Secretary of State or Authority the tree obstructs the approach of aircraft to, or their departure from, any aerodrome or hinders the safe and efficient use of aviation or defence technical installations;
 - (c) where immediately required for the purpose of carrying out development authorised by the planning permission granted on an application made under Part III of the Act, or deemed to have been so granted for any of the purposes of that Part;
 - (d) which is a fruit tree cultivated for fruit production growing or standing on land comprised in an orchard or garden;
 - (e) in pursuance of the powers of the Thames Water Authority under section 105 of the Thames Conservancy Act 1932.

FIRST SCHEDULE

TREES SPECIFIED BY REFERENCES TO AN AREA *

(within a dotted black line on the map)

No. on Map	Description	Situation
	NONE	

*Enter "NONE" where applicable.

FIRST SCHEDULE
GROUPS OF TREES*

(within a broken black line on the map)

No. on Map	Description	Situation
G 1	group consisting of nine Cypress two Holly one Ash one Cedar one Pine	on land at "Warrencroft", "Upwood" and Shenley Cottage, Radlett, Herts.
G 2	group consisting of four Beech three Maple two Oak one Pine	
G 3	group consisting of eight Maple	

*Enter "NONE" where applicable.

FIRST SCHEDULE
WOODLANDS*

(within a continuous black line on the map)

No. on Map	Description	Situation
	NONE	

*Enter "NONE" where applicable.