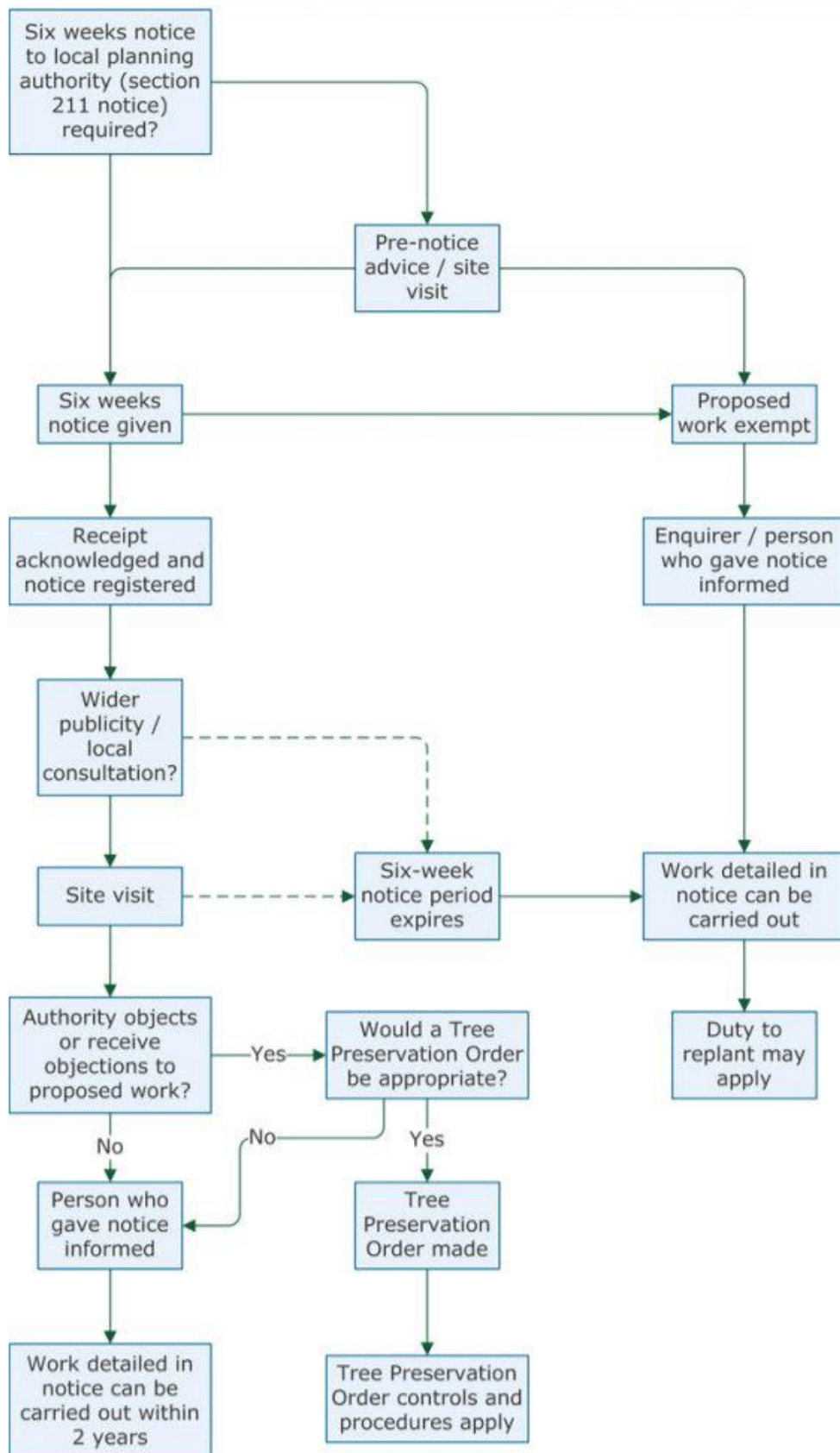


**FLAXTON PARISH COUNCIL  
TREE PRESERVATION ORDERS AND TREE WORKS IN A CONSERVATION AREA**

**Appendix 1 - Consultation Flowchart**



**FLAXTON PARISH COUNCIL  
TREE PRESERVATION ORDERS AND TREE WORKS IN A CONSERVATION AREA**

**Appendix 2 – Application Form**

There is link below to the latest application form: “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 “. The completed form should be submitted to the Local Planning Authority.

[https://assets.publishing.service.gov.uk/media/5b06c81de5274a1c5490ce6f/Form031\\_england\\_en\\_revised\\_2\\_.pdf](https://assets.publishing.service.gov.uk/media/5b06c81de5274a1c5490ce6f/Form031_england_en_revised_2_.pdf)

The guidance notes for completing the form can be found via the link below.

[https://ecab.planningportal.co.uk/uploads/appPDF/Help031\\_england\\_en.pdf](https://ecab.planningportal.co.uk/uploads/appPDF/Help031_england_en.pdf)

You can also submit a Section 211 notice online via the Planning Portal. [Notification of proposed works to trees in conservation areas - Planning Portal](#). The Portal gives access to maps to accurately locate trees then all you need to do is attach scans of sketch maps and tree locations and identification.

**FLAXTON PARISH COUNCIL  
TREE PRESERVATION ORDERS AND TREE WORKS IN A CONSERVATION AREA**

**Appendix 3 – Sample ‘Tempo’ Tree Assessment Form**

**SURVEY DATA SHEET & DECISION GUIDE**

Date:	Surveyor:
-------	-----------

<b>Tree details</b>		
TPO Ref (if applicable):	Tree/Group No:	Species:
Owner (if known):	Location:	

**Part 1: Amenity assessment**

**a) Condition & suitability for TPO**

- |                          |                         |
|--------------------------|-------------------------|
| 5) Good                  | Highly suitable         |
| 3) Fair/satisfactory     | Suitable                |
| 1) Poor                  | Unlikely to be suitable |
| 0) Dead/dying/dangerous* | Unsuitable              |

<b>Score &amp; Notes</b>
--------------------------

*\* Relates to existing context and is intended to apply to severe irremediable defects only*

**b) Retention span (in years) & suitability for TPO**

- |           |                 |
|-----------|-----------------|
| 5) 100+   | Highly suitable |
| 4) 40-100 | Very suitable   |
| 2) 20-40  | Suitable        |
| 1) 10-20  | Just suitable   |
| 0) <10*   | Unsuitable      |

<b>Score &amp; Notes</b>
--------------------------

*\*Includes trees which are an existing or near future nuisance, including those clearly outgrowing their context, or which are significantly negating the potential of other trees of better quality*

**c) Relative public visibility & suitability for TPO**

*Consider realistic potential for future visibility with changed land use*

- |   |                     |
|---|---------------------|
| 5) Very large trees with some visibility, or prominent large trees  | Highly suitable     |
| 4) Large trees, or medium trees clearly visible to the public       | Suitable 3) Medium  |
| trees, or large trees with limited view only                        | Suitable            |
| 2) Young, small, or medium/large trees visible only with difficulty | Barely suitable     |
| 1) Trees not visible to the public, regardless of size              | Probably unsuitable |

<b>Score &amp; Notes</b>
--------------------------

**d) Other factors**

*Trees must have accrued 7 or more points (with no zero score) to qualify*

- 5) Principal components of formal arboricultural features, or veteran trees
- 4) Tree groups, or principal members of groups important for their cohesion
- 3) Trees with identifiable historic, commemorative or habitat importance
- 2) Trees of particularly good form, especially if rare or unusual
- 1) Trees with none of the above additional redeeming features (inc. those of indifferent form) -1) Trees with poor form or which are generally unsuitable for their location

<b>Score &amp; Notes</b>
--------------------------

**Part 2: Expediency assessment**

*Trees must have accrued 10 or more points to qualify*

**FLAXTON PARISH COUNCIL  
TREE PRESERVATION ORDERS AND TREE WORKS IN A CONSERVATION AREA**

- 5) Immediate threat to tree inc. s.211 Notice
- 3) Foreseeable threat to tree
- 2) Perceived threat to tree
- 1) Precautionary only

<b>Score &amp; Notes</b>
--------------------------

---

**Part 3: Decision guide**

<i>Score</i>	<i>Guide</i>
Any 0	Do not apply TPO
1-6	TPO indefensible
7-11	Does not merit TPO
12-15	TPO defensible
16+	Definitely merits TPO

<b>Add Scores for Total:</b>
------------------------------

<b>Decision:</b>
------------------