

Application to Diocesan Advisory Committee/petition for Faculty for work concerning a tree or trees in a churchyard or a consecrated burial ground

Please note: Before completing this petition please read the guidance on Faculty applications concerning trees as issued by the chancellor of the diocese. The guidance will inform you about whether or not a Faculty is required for the work you propose to do. If a Faculty is not required DO NOT complete this form.

In the Consistory Court of the Diocese of _____

Parish of _____

We

State in respect of each petitioner in capital letters (a) full name (b) residential address and (c) office held (e.g. churchwarden). Normally the minister in charge of the churchyard or burial ground should be one of the petitioners. For closed churchyards maintained by a local authority the petitioner should be the local authority.

apply for a Faculty authorizing work concerning a tree (or trees) in the

churchyard of _____

burial ground or closed churchyard located at (please give location)

Signatures of petitioners

Part A

Particulars

Questions 1–4 should be answered in every case.

1. Would you characterize the churchyard/burial ground as: *(please tick box)*

City Centre Urban Suburban Rural

2. Is the churchyard/burial ground located within a Conservation Area?

Yes Name of Conservation Area _____

No

3. Is the churchyard/burial ground classified as, or part of, a Site of Special Scientific Interest (SSSI)?

Yes No

4. Please enclose a plan of the entire churchyard or burial ground showing the location of the tree(s) concerned and any proposed planting sites.

If you wish to plant a tree or trees please answer questions 5 to 9.

5. What type of tree(s) is it proposed to plant?

6. What is the likely height and spread (diameter) of the tree(s)?

(i) After 10 years

(ii) At maturity

(Note: Surface roots may cause severe damage to paths. The roots of some types of trees actively seek and may damage and block drains. Fallen leaves of deciduous trees may, if they are slow to decay, pose a danger on paths and may block gutters and surface drains.)

7. How far is the proposed planting site from the following?

(i) The church building

(ii) Other buildings [please specify]

(iii) Paths

(iv) Churchyard walls

(v) Monuments

(vi) Existing or future grave space

8. Is the proposal part of an on-going scheme of planting? If not, what is the reason?

9. If the application is for a single tree what is the reason for the proposal?

If you wish to fell a tree or trees please answer questions 10 to 18.

10. What is the type of tree?

11. What is the size and approximate height, spread (diameter) and age of the tree(s) if known?

12. If you answered yes to question 2, has notice of the work been given to the local authority?

Yes (*Enclose a copy of any letter from the local authority.*)

No

13. If you answered yes to question 3, has consent been obtained from English Nature?

Yes (*Enclose a copy of a letter from English Nature.*)

No

14. Is the tree subject to a Tree Preservation Order? If yes, what is the Tree Preservation Order Number?

Yes TPO number(s)

No

15. What is the reason for the proposal to fell?

16. Has a specialist report been obtained from a local authority tree officer or other suitably qualified expert?

Yes (Please attach a copy of the report.)

No

17. Who is to carry out the work?

18. Are there any proposals to replace the tree?

Yes (Please give details separately.)

No

If you wish to carry out lopping, topping or other major pruning of a tree or trees please answer questions 19 to 26.

19. What is the type of tree?

20. If you answered yes to question 2, has consent been obtained from the local authority?

Yes (Enclose a copy of letter from the local authority.)

No

21. If you answered yes to question 3, has consent been obtained from English Nature?

Yes (Enclose a copy of a letter from English Nature.)

No

22. Is the tree subject to a Tree Preservation Order? If yes, what is the Tree Preservation Order Number?

Yes TPO number(s)

No

23. What method of lopping, topping or other major pruning is proposed?

(Major pruning includes lopping, pollarding, coppicing, crown thinning and crown lifting.)

24. Is this a traditional method of dealing with this type of tree?

25. Has a specialist report been obtained from a local authority tree officer or other suitably qualified expert?

Yes (Please attach a copy of the report.)

No

26. Who is to carry out the work?

Part B

This section to be completed by Incumbent/Priest-in-charge or during a vacancy by the Chairman of the PCC

1. Does the PCC support the application? Yes No

2. If yes, please complete the following:

The Parochial Church Council at its meeting on _____ 20__ passed unanimously/ without dissent/ by a majority of ___ to ___ of those present and voting (*delete where not applicable*) a resolution relating to the application. There are _____ members of the Council.

A copy of such resolution signed by the Chairman/ Secretary (*delete where not applicable*) is attached to this petition.

3. Is there any other information that you would like the Chancellor to be aware of or take into account? Please use a separate sheet if necessary.

Signature _____ Date _____ 20__
Incumbent/Priest-in-charge/PCC Chairman (*delete where not applicable*)

Return this form to:

1. The Secretary to the Diocesan Advisory Committee,
2. The Diocesan Registrar, after consideration by the Diocesan Advisory Committee.

For use by Chancellor/Archdeacon only

Let the Public Notice be displayed (if not previously displayed in accordance with the Faculty Jurisdiction Rules 2000).

Subject to the receipt of the Public Notice with completed Certificate of Publication and if no objection has been received, let a Faculty be issued [until further Order][on condition that:]

[and] subject to the works or proposals being completed within _____ months of the issue of the Faculty [_____ months of the commencement of the works or proposals] or within such extended time as may be allowed.

Signature _____

For use by Chancellor/Archdeacon only

Petition for Faculty

DIOCESE _____

ARCHDEACONRY _____

PARISH _____

CHURCH _____

For use in the Diocesan Registry only

DAC Advice Recommended
No Objection
Not Recommended

DAC Certificate issued _____ 20 ____

Petition lodged _____ 20 ____

Allocated to Chancellor Archdeacon

Public Notice period expired _____ 20 ____

Public Notice returned _____ 20 ____

Letter of Objection Yes No

Particulars of Objection Yes No

Faculty granted _____ 20 ____

Due date for completion _____ 20 ____

Completion Certificate received _____ 20 ____