**Development Service**
Head of Planning: Stephen Moralee BA (Hons) MBA
P.O. Box 604, Barnsley S70 9FE

Mr Martin Adamson
Site 4 Self Build
BBIC
Innovation Way
Wilthorpe
Barnsley
S75 1JL

My ref:
Your ref:
Enquiries to: Rachael Roddis
Email: developmentmanagement@barnsley.gov.uk
Dial Direct: (01226) 772578
Fax: (01226) 772591
Date: 24 June 2014

Dear Sir/Madam

**APPLICATION NO:** 2014/0702
**DESCRIPTION:** Removal of overhanging branches from Sycamore trees T2 and T3 including crown lift to 5m tree T3. Crown lift to 6m tree T19 within building site within TPO 34/2009.
**LOCATION:** Hill Top Farm, Land at Hill Top Lane, Gawber, Barnsley, S75 2RF

Thank you for your application dated 12 June 2014 which I received on 13 June 2014.

The Case Officer who will be dealing with your application is Rachael Roddis. If you have any queries regarding the processing of your application please do not hesitate to contact Rachael Roddis on (01226) 77 2578

We will endeavour to deal with your application as quickly as possible. However, I am required to advise you that if by 08 August 2014.

- You have not been given a decision, and
- You have not agreed in writing to extend the period in which the decision may be given,

Then you have a right to appeal to the Secretary of State for the Environment against the non-determination of your application under the provisions of the Town and Country Planning Act 1990. You should appeal within 6 months (or 3 months for Householders) of the date given above and you must use a form which you can get from the Planning Inspectorate at 4/04 Kite Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

**Please note** that notwithstanding the above advice about your rights, we will make a decision on your application as soon as possible. Notice of the Council's decision will be sent to you.

Yours sincerely

Stephen Moralee

Head of Planning, Building Control and Sustainability

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www.barnsley.gov.uk/developmentmanagement



## WHAT HAPPENS TO MY APPLICATION - THE PLANNING PROCESS

**Timescales**

**Validation of applications**

On receiving your planning application, we will check to make sure you have included all the relevant information needed to register your planning application, including drawings, a location plan with the site area outlined in red and the correct fee. A receipt is provided for the fee paid and an acknowledgement letter sent when your application is registered as valid, which will also identify the case officer who will be dealing with your application and will also state whether your application will be delegated or referred to the Planning Board.

**5 day target**

**Invalid Applications**

If your application is incomplete, we will contact you either by telephone or by letter stating what further Information is required to validate your application. Once we have received the information required we can proceed.

**Within 5/10 days**

**Publicity**

Planning Applications are not confidential. By law, information about them must be made available to the public and anyone may ask to see any current planning application, which they can do at the Barnsley Connects Customer Service Centre on Eldon Street, or on our website. Some applications may also be advertised in the local press. Anyone can make comments on an application. They do not need to be invited to do so.

Applications may be publicised by either a notice displayed near the site, or by individual letters to the occupiers of the adjoining land/property. Anyone wishing to comment on a planning application should do so within 21 days of the date of publicity.

**Within 10 working days publicised for 21 days**

**Consultation**

On many applications, we often have to consult other Council services and outside bodies on matters such as highway safety/access and environmental issues. Consultees also have 21 days in which to respond.

**Consultations carried out within 10 working days and 21 days to respond**

**Examination and Site Inspection**

A Planning Case Officer will visit all application sites and will check the information contained within the application and take photographs on site. If there is a significant impact on neighbours or the area, you may be asked to amend your proposal by the Case Officer. The Case Officer will usually provide guidance on what is acceptable.

**Site Visit within 3 weeks**

**Assessment**

The Case Officer will assess the application against the planning policies in our Development Plan, any Supplementary Planning Guidance as well as responses from consultees and any public comments before making a recommendation on whether planning permission should be granted, subject to conditions, or refused.

**Following consultation and publicity within 6 weeks**

**Decision**

Decisions on applications are made in one of two ways, either:

**1. Delegated Decisions**

In order to speed up the planning permissions, we are authorised to grant permission for a wide range of straightforward minor planning applications. This includes house extensions, which are consistent with Council Policy and Guidance irrespective of whether objections from neighbours have been received.

**Decisions usually made within 8 weeks, e.g. over 90% of house extensions dealt with within this time**

**2. Planning Regulatory Board Decisions**

A Board of Councillor's meet once a month at 2.00 p.m. in the Town Hall to consider the larger or more controversial planning applications. The public may attend the meeting and a representative, supporter or objector may address the Board. Information on the dates of Board meetings and the Right to Speak is available on request.

**Decisions on Major applications usually made within 13 weeks**

**The Decision**

The applicant will receive a formal written notice of the decision to grant or refuse their planning application. In addition, persons making representations will also be informed of the decision. Conditions may be attached to a grant of permission and these must be complied with, if not, it may invalidate the permission or the applicant could become liable to enforcement proceedings including prosecution.

**Appeals**

Applicants may appeal to the Planning Inspectorate against a refusal of planning permission or the imposition of particular planning conditions, which they may feel are inappropriate..

**Within 2 days of decision unless alterations or legal agreement necessary**

The target date for deciding householder and minor applications is 8 weeks from the date, it is registered or major applications for more than 10 houses, 5,000 sq. m of floorspace for commercial/industrial development or applications on sites greater than 0.5 ha. (13 weeks).

**Within 6 months Householders 3 months**