

Application for a Licence to Fell Growing Trees

Forestry Act 1967 as amended

Applying for a felling licence

You should read the Forestry Commission's booklet "Tree Felling - Getting Permission", before you apply for a licence. The information in that booklet and in the notes below are for guidance only and is not a legally binding interpretation of the legislation. Copies of the Forestry Act 1967 as amended and the Regulations affecting felling can be obtained from booksellers. The felling legislation is listed in "Tree Felling - Getting Permission".

Speak to the Regulatory Woodland Officer if you have any questions. To allow time for our Regulatory Woodland Officer to look at the site and carry out any necessary consultations, send your application in at least 3 months before you want to do the felling.

Do not start any felling until you have a licence. Any felling carried out without either a licence or other permission is an offence, unless it is covered by an exemption.

Felling trees in special areas

Sites of Special Scientific Interest/European Protected Species

You must tell us of any Statutory Designations that affect your site, for example SSSI, as 'Consent' may also be required under The Wildlife and Countryside Act 1981.

You must also tell us of any known European Protected Species (EPS) present in your woodland, especially if these may be affected by the felling. These species are specially protected under "The Conservation of Habitats and Species Regulations 2010". We may ask you to complete an EPS checklist and if necessary provide a method statement before felling approval can be granted.

Scheduled Ancient Monuments

You must tell CADW if you are proposing any work that may affect a Scheduled Ancient Monument.

Tree Preservation Orders

If there is a Tree Preservation Order (TPO) affecting the trees, or they are in a Conservation Area (under the Town and Country Planning Acts), we will decide whether to grant the felling licence after consulting with the local planning authority. You must give details of any TPOs in Part 4 of this form. Before you submit your application, you must ask your local planning authority if there is a Tree Preservation Order on the trees or if they are in a Conservation Area.

A felling licence will not cover the felling of trees to which a TPO applies or which are in a Conservation Area if you have not declared the existence of the Order or Area in the application.

Any licence granted as a result of this application will apply only to the trees and the type of felling described in this application.

How to complete your application

You need to fill out this form, sign the form and give us 2 COPIES of the map, both signed and dated, showing the area covered by the application. **Photocopied signatures will not be accepted.** We will return one copy of the map to you with the licence and we will keep the other copy. The information provided in this application can be used to help meet the obligations placed on "operators", as defined under EU Timber Regulation (No 995/210).

The Map

You must use an original map or a good quality photocopy. We will have to send back maps which are not acceptable, for example road atlas maps. Before you mark the map, check that:

- it is an up to date Ordnance Survey map (available from NRW)
- it is at a scale of either 1:10000 or 1:2500
- the scale is shown on the map
- at least 2 horizontal and 2 vertical grid lines are shown
- any relevant details are not hidden by folds or other marks

You must mark clearly the location of the trees to be felled or thinned. You must also mark the grid reference of the centre of the felling area. This must lie within the woodland or the area of trees to be felled. If the point of access to the area is not obvious, show this on the map also.

PART 1 – Applicant's details

We can issue a licence to:

- the owner of the land on which the trees are growing
- a tenant whose lease entitles him to fell the trees

An authorised agent may also complete the form but must give the name of the owner or tenant as the applicant, because we can only issue the licence in their name.

PART 2 – Trees to be felled

Grid Reference - 2 letters and 6 figures are required, e.g. SO123123. Most OS maps explain how to do this.

Felling Site/Cpt - enter the Compartment name or number or field parcel. Separate compartments or woodlands may only be grouped together where the operation is the same and tree species mixtures are the same or very similar.

Types of operation - tell us if your proposals are for:

- T thinning
- SF selective felling
- F clear felling (to include group clear felling)
- FC cutting coppice
- FO felling other e.g. hedgerow trees and single isolated trees

Thinning is the removal of a proportion of trees in order to provide more growing space for the remaining trees. The trees that are left will grow to occupy the site fully. Selective felling leaves gaps that require restocking. Applicants must not enter multiple operation types in a single line entry.

Species – You must clearly list all the species that are to be included in the felling proposals. Mixed broadleaves (MB) or mixed conifers (MC) **must not be used** for any species that make up more than 10% of the overall mixture. The tree species can be expressed either in full, or using the usual recognised abbreviations, and must also identify the percentage which that species represents in the overall mixture. Minor species that fall below 10% can be identified as either MB or MC and a percentage allocated to them, but the individual species that make up this percentage must be listed.

Note. The classifications of mixed broadleaves or mixed conifers must not be used for any species that make up more than 10% of the overall mixture).

Marking of trees - The trees to be felled must be clearly marked, before you send us this application. Give details of how you have marked the trees, e.g. yellow paint. Avoid permanent marking (e.g. by blaze) of trees of high conservation or amenity value. For clear felling, line thinning, or coppice, you need only mark the boundary trees as long as you mark the area to be felled clearly on the map. We may be prepared to accept a sample marking except in complex or sensitive cases when full marking will be required.

Further information about proposed felling - Tell us any extra information which will help assess your proposals. For example:

- thinning intensity (Pre and post thinning stocking density) and type silvicultural system;
- if the trees to remain are to be marked;
- if any particular type or species of trees are to be felled or retained;
- how you plan to avoid damage to sensitive areas such as water courses or archaeological sites.

When do you wish to start felling? We will try to issue the licence within 10 weeks of receipt. Unless your application is just for thinning with no other felling, we will put information about it on our public register. Details stay on the register for 4 weeks so that people may have an opportunity to comment on the proposal. We cannot issue a licence until that time has passed.

When do you expect to finish felling? - Tell us when you expect to complete the work. We normally issue a licence that runs for 2, 3, 4 or 5 years.

PART 3 – Proposed restocking

You must explain how you intend to restock the felled areas. You should give details of whether you intend to use planting, coppice re-growth or natural regeneration. You should state the species mix and the number of trees per hectare. You also need to include maintenance and protection measures, both silvicultural and environmental. We may be prepared to accept planting of an alternative area. Explain why you want to do this. If you wish us to consider this possibility, we will need a map which shows the alternative area.

PART 4 – Tree Preservation Orders/Conservation Areas

If there is a TPO in force or if the trees are in a Conservation Area, you must give us details here.

PART 5 – Declarations

We may ask you to produce evidence that any necessary consents you have been obtained. Note that an agent may only sign this form if they have the written consent of the owner. Tenants and lessees may need the consent of the landowner. If you have any queries about filling in the form please contact the office shown overleaf or email

fellinglicence@naturalresourceswales.gov.uk.

Application for a Licence to Fell Growing Trees

PART 1 – Applicant’s details

Full name of applicant: _____

Address: _____

Postcode: _____

Tel: _____ Mobile: _____ Email: _____

Agent’s name: _____

Address: _____

Postcode: _____

Tel: _____ Mobile: _____ Email: _____

PART 2 – Trees to be felled

Name of property: _____

Name of wood: _____

Grid reference (of centre of felling area): _____

Nearest town or locality name: _____

Local authority: _____

Felling Site/Cpt	Type of Operation *	Species	Marking of Trees	Area (Ha)	Approx. Age of trees	Total Number of Trees	Estimated Volume m ³
EXAMPLE 1c,2a, 3d	SF	Oak 45%, ash 30%, beech 15%, Mixed broadleaves 10% (cherry, lime and field maple)	Yellow Paint	0.50	80	126	67
						Total Volume m ³	

*Refer to Part 2 of the notes, ‘Types of operation’ for abbreviation of codes.

Further/supporting information about proposed operation: _____

When do you wish to start felling? ___ / ___ / ___

When do you expect to finish felling? ___ / ___ / ___

PART 3 - Proposed Restocking

We normally expect the area felled to be restocked unless you are only thinning. Under the Forestry Act 1967 as amended, we usually attach conditions to the licence to secure restocking. We will discuss these conditions with you and will require your formal agreement to the conditions before the licence is issued. Tell us your proposals for restocking each area where felling is to take place. You may also wish to show these proposals on a map.

Use the table below to tell us how you intend to restock the areas felled. Please note that you can group felled areas together that are to be restocked in the same way. You must show a restock proposal for 100% of the felled areas. If you intend to restock an alternative area, you must submit a map.

Felling Site/Cpt	Restocking Operation*	Proposed Restocking Species	Density (stems/ha)	No. of Trees	Area (Ha)	Alt. Restock Site/Cpt
EXAMPLE 1c,2a, 3d	Replant	Oak 45%, alder 15%, birch 15%, small leaved lime 15%, mixed broadleaves 10%	2500	1250	0.50	n/a
* This must be one of the following: Replant, Natural Regeneration, Plant an Alternative Area, Coppice re-growth, Restock with Individual Trees					Total Area (ha)	

If you are intending to deforest the site, state 'Do Not Intend to Restock' in Restocking Proposal column. Note that your licence is unlikely to be approved if the site is to be deforested unless inline with Welsh Government's policies

PART 4 – Tree Preservation Orders

If a Tree Preservation Order is in force or if the trees are in a Conservation Area (under the Town and Country Planning Acts), you must **either** confirm that none of these applies, or give the details below:

1. I certify that there are no Tree Preservation Orders on the trees to be felled, nor are they in a Conservation Area *please tick*
2. The following Tree Preservation Order applies to the trees in this application:
Order made by: _____
Name of the local district council if different: _____
Title and date of the Order: _____
Details of Conservation Area: _____

PART 5 – Declarations

I hereby apply for a licence to fell the trees described in PART 2, and I certify that:

- I have such an estate or interest in the land, on which the trees are growing, as enables me, with or without the consent of any other person, to fell the trees;
- any necessary consents from any other person(s) have been obtained;
- I have made the necessary checks with the local planning authorities regarding Tree Preservation Orders and Conservation Areas;
- to the best of my knowledge and belief the information given in this application is accurate and complete

Signature: _____ Date: _____

DO NOT START ANY FELLING UNTIL YOU HAVE A LICENCE!

On completion, please send this form to:

Natural Resources Wales, Forestry Grants and Regulations, Rhodfa Padarn,
Llanbadarn Fawr, Aberystwyth, Ceredigion, SY23 3UR

Include **2 COPIES OF A MAP BOTH MUST BE SIGNED AND DATED** and clearly show the area covered by the application. Photocopied signatures will not be accepted.

For further information, telephone 0300 065 3000 or email
fellinglicence@naturalresourceswales.gov.uk