# Guidance to parishes and others on applications for tree work in the Diocese of Ely.

If you are planning to do work to trees in a churchyard, or to plant them there, you may need approval from the diocese. This note explains what approvals are needed and how best to apply for them in a way that will speed up the process for you. The process is governed by the current Faculty Rules.

**List A work,**

requires no diocesan approval (though may require approval from your local planning authority): work to very young trees less than 75mm diameter; work to dead, dying or dangerous trees; removal of dead branches. This work must be undertaken with the benefit of the guidance published by the Church Buildings Council, which alerts parishes to the many issues they need to consider to work safely and within the law: <https://www.churchofengland.org/sites/default/files/2021-10/Works_to_Trees.pdf>

**A ‘dying’ tree** is one that is in rapid decline and is expected to be dead within one or two years. An old tree, in slow decline, is not a ‘dying’ tree under the *Rules*.

**A ‘dead’ tree** has no life in it. Even if it has no leaves, however, it may not be dead; take time to monitor and ascertain the state of the tree.

**A ‘dangerous’ tree** poses an immediate and serious danger, which may mean that there is not the time to go through the full faculty process before dealing with any threat.

**List B work,**

requires diocesan approval: all other work to trees (apart from felling of healthy trees); and planting trees.

In these cases, please apply in the first instance to the DAC team at the diocesan office dac@elydiocese.org

Depending on the details of your application, the following items are generally needed to help the DAC and archdeacons to respond promptly to your request. Sometimes other information may be requested, and sometimes these items will not be needed.

* Map of the churchyard showing its important features, including trees, and with the trees marked that are the subject of the application.
* Photographs of the trees in question, to show how they fit into the landscape of the churchyard and to show any specific features, e.g. broken branches, that are relevant. Please avoid taking these against a bright sky so that they are mere silhouettes.
* A report from an arboriculturalist (tree surgeon) setting out what work is being proposed, the reasons for it and, if it is tricky, how they propose to undertake the work.
* It is important for several reasons that your arboriculturalist is a true professional, so please also provide evidence that you have checked their status, their insurance and their health and safety competence. Their specification should be to BS 3998:2010.
* You must also check that the local planning authority approves the work if the tree is in a Conservation Area or has a Tree Preservation Order and provide a copy of their reply. Alternatively, you may be applying for this at the same time as applying to the diocese, if so please explain this and submit the local authority reply when you receive it.
* Please explain how birds and bats will be protected during the work.
* If major work is proposed, please report how significant the tree is, e.g. its age, size, local knowledge, or contribution to landscape design.
	+ Also check if it is listed in the major national lists of significant trees at: <http://www.ancient-yew.org/gazetteer.php>; <http://www.ancient-tree-hunt.org.uk/>; <http://www.ancienttreeforum.co.uk/>
* If work is proposed because of the tree’s impact on the building, please supply evidence of this from your architect.
* If you are planning to plant trees, has enough room been left for future burials, potential extensions, and sufficient distance from buildings and walls? Please explain how the proposal enhances the landscape design of the churchyard.
* Please read also the guidance published by the Church Buildings Council, which alerts parishes to the many issues they need to consider to work safely and within the law, and provide any further information in the light of this: <https://www.churchofengland.org/sites/default/files/2021-10/Works_to_Trees.pdf>

**Full Faculty,**

is required for the felling of healthy trees. Please make a preliminary approach to the DAC team similar to the application for List B consent. They will then advise you on how to turn this into a Faculty application.