



Ms C Hughes Nind
(via email)

Emma Gee
Executive Director for
Economic Growth and
Neighbourhood Services

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Our Ref: PL/26/0369
Your Ref:

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30th April 2026

Your contact is:

Amy Daly: Planning, Transport & Public Protection

Dear Ms Hughes Nind

RE: PROPOSED WORKS TO 1NO. LAUREL AT 2 CHURCH STREET (QUAKER MEETING HOUSE), READING - SUBJECT TO CONSERVATION AREA STATUS.

Thank you for Tree Works Notice of 18th March 2026, relating to the above.

You and my colleague Sarah Hanson had an email exchange of 18th March 2026, which discussed the works proposed in your notice and the reasonings for these works. You cited '*Saxon Court is next door and the laurel is overhanging the boundary, blocking light and potentially interfering with the access gate for the underground car park at Saxon Court*'. You provided an annotated photograph which was not the clearest i.e. the indicative reduction line was not clear. Sarah then resent you the annotated photograph of the indicative crown reduction, which you then agreed you were happy with this as the work specification.

The proposed works are reasonable given the justification you have provided above. I also note that similar works were agreed to in November 2019 (notice reference: 191819), which included pruning back to the boundary line. Laurels are often maintained as clipped bushes so undertaking a crown reduction will allow it to be managed easier in the future, as you expressed this was desired.

I can confirm that the Council have no objections to the following proposed tree work:

- 1no. Laurel: indicative crown reduction shown in Figure 1 below.



Figure 1: 1no. Laurel Indicative Reduction

This decision is valid for two years from the date of this letter, after which it lapses.

The works can now be carried out.

Informatives

1. Disturbance of wildlife: It is an offence under the Wildlife and Countryside Act 1981 (as amended) to disturb roosting bats or nesting birds. It is advisable to consult your tree surgeon/consultant to agree an acceptable time for carrying out any work. Wildlife and habitat controls are administered by Natural England who can be contacted on 0300 060 3900; enquiries@naturalengland.org.uk

2. Removal of dead or dangerous wood: This does not require the formal consent of the Council. However you are encouraged to give 5 working days in advance of removing dead wood. Where a branch is deemed to be 'dangerous', i.e. where works are 'urgently necessary to remove an immediate risk of serious harm', please give notice to the Council 'as soon as practicable after the works become necessary'.

I understand that you are the gardener at the Reading Quaker Meeting House, **please ensure that the landowners receive a copy of this letter as soon as possible.**

If you require any further assistance, please do not hesitate to contact me on the above number.

Yours sincerely

Amy Daly

Assistant Natural Environment Officer

On Behalf of Sarah Hanson, Natural Environment Officer