

**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 authorising work concerning a tree (or trees) in

*EITHER*                    the churchyard of \_\_\_\_\_

*OR*                            the burial ground or closed churchyard located at (please give location) \_\_\_\_\_

Date \_\_\_\_\_

Signatures of \_\_\_\_\_  
Petitioners \_\_\_\_\_  
\_\_\_\_\_

**PART A**  
**PARTICULARS**

**Questions 1-4 should be answered in every case.**

1. Would you characterise 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     No

Name of Conservation Area \_\_\_\_\_

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? (*Attach a separate schedule if necessary*)

\_\_\_\_\_  
\_\_\_\_\_

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

(i) After 10 years      Height: \_\_\_\_\_ Spread: \_\_\_\_\_

(ii) At maturity      Height: \_\_\_\_\_ Spread: \_\_\_\_\_

*(If insufficient space, give details of all the trees on a separate sheet.)*

*(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? Yes  No   
If not, what is the reason?

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

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**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?

Height: \_\_\_\_\_ Spread: \_\_\_\_\_ Age: \_\_\_\_\_

*(If insufficient space, give details of all the trees on a separate sheet.)*

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

Yes  No  *(If yes, enclose a copy of any letter from the local authority)*

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

Yes  No  *(If yes, enclose a copy of a letter from English Nature)*

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

Yes  No  TPO number(s) \_\_\_\_\_

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

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

Yes  No  *(If yes, please attach a copy of the report)*

17. Who is to carry out the work?

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18. Are there any proposals to replace the tree?

Yes  No  *(If yes, please give details)*

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**If you wish to carry out lopping, topping or other major pruning of a tree of 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  No  (If yes, enclose a copy of letter from the local authority)

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

Yes  No  (If yes, enclose a copy of letter from English Nature)

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

Yes  No  TPO number \_\_\_\_\_

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? Yes  No

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

Yes  No  (If yes, attach a copy of the report)

26. Who is to carry out the work? (*Give name and address*)

\_\_\_\_\_  
\_\_\_\_\_

## 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 \_\_\_\_\_ passed unanimously/  
without dissent/ by a majority of \_\_\_\_\_ 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. If there is any other information that you would like the Chancellor to be aware of or take into account, please give details on a separate sheet.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Incumbent/Priest-in-charge/PCC Chairman  
(*delete where not applicable*)

*Please return this form together with a plan of the churchyard/burial ground showing the location of the proposed tree(s) to:*

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