



STROUD DISTRICT COUNCIL

Ebley Mill • Ebley Wharf • Stroud • Gloucestershire • GL5 4UB
Telephone 01453 766321 • Facsimile 01453 750932
www.stroud.gov.uk

COMPLAINT FORM: HIGH HEDGES

Complaint to the Council about a high hedge, under Part 8 of the Anti-social Behaviour Act 2003.

(please refer to the accompanying Guidance Notes leaflet when completing the Complaint Form)

To be completed by the person making the complaint or their representative.

The fee associated with this form is £564.00 per case. This can be paid via our website using the link below:

<https://www.civicaepay.co.uk/StroudEstore/estore/default/catalog/index?fundCode=30>

The Council will rely on the information you provide so please make sure it is clear and accurate.

1. Attempts to resolve the complaint

Please describe what you have done to try to settle this matter. Give dates and say what the result was. Please provide copies of any letters that you mention.

Approached the neighbour/hedge owner and asked to discuss problem.

Asked the neighbour/hedge owner to try mediation.

Informed neighbour/hedge owner of intention to complain to the council.

If you have not tried all the above steps, the council might not proceed with your complaint.

Anything else

2. Criteria for making a complaint

About the hedge

2.1 Is the hedge – or the portion that is causing problems – made up of a line of 2 or more trees or shrubs?

Yes

No

2.2 Is it mostly evergreen or semi-evergreen?

Yes

No

2.3 Is it more than 2 metres above ground level?

Yes

No

2.4 Even though there are gaps in the foliage or between the trees, is the hedge still capable of obstructing light or views?

Yes

No

2.5 Is it growing on land owned by someone else?

Yes

No

Who can complain

2.6 Is the complainant the owner or occupier (e.g. tenant) of the property affected by the hedge?

Yes

No

Please delete whichever does not apply

Owner/Occupier

2.7 Is the property residential?

Yes

No

If you have answered 'No' to any of the questions in this section, the criteria have not been met and so the Council cannot consider your complaint.

3. Grounds of complaint

Please describe the problems actually experienced as a result of the hedge being too tall and say how serious they are. It will save time and help your case if you stick to the facts and provide all relevant information to back up the points you are making.



To help the Council understand your situation, please provide a photograph of the hedge and a plan or sketch of both the site where the hedge is growing and the property it is affecting, with the hedge clearly marked on it.

4. Previous complaints to the Council

4.1 Has a formal complaint been made to the Council before about this hedge?

Yes

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No

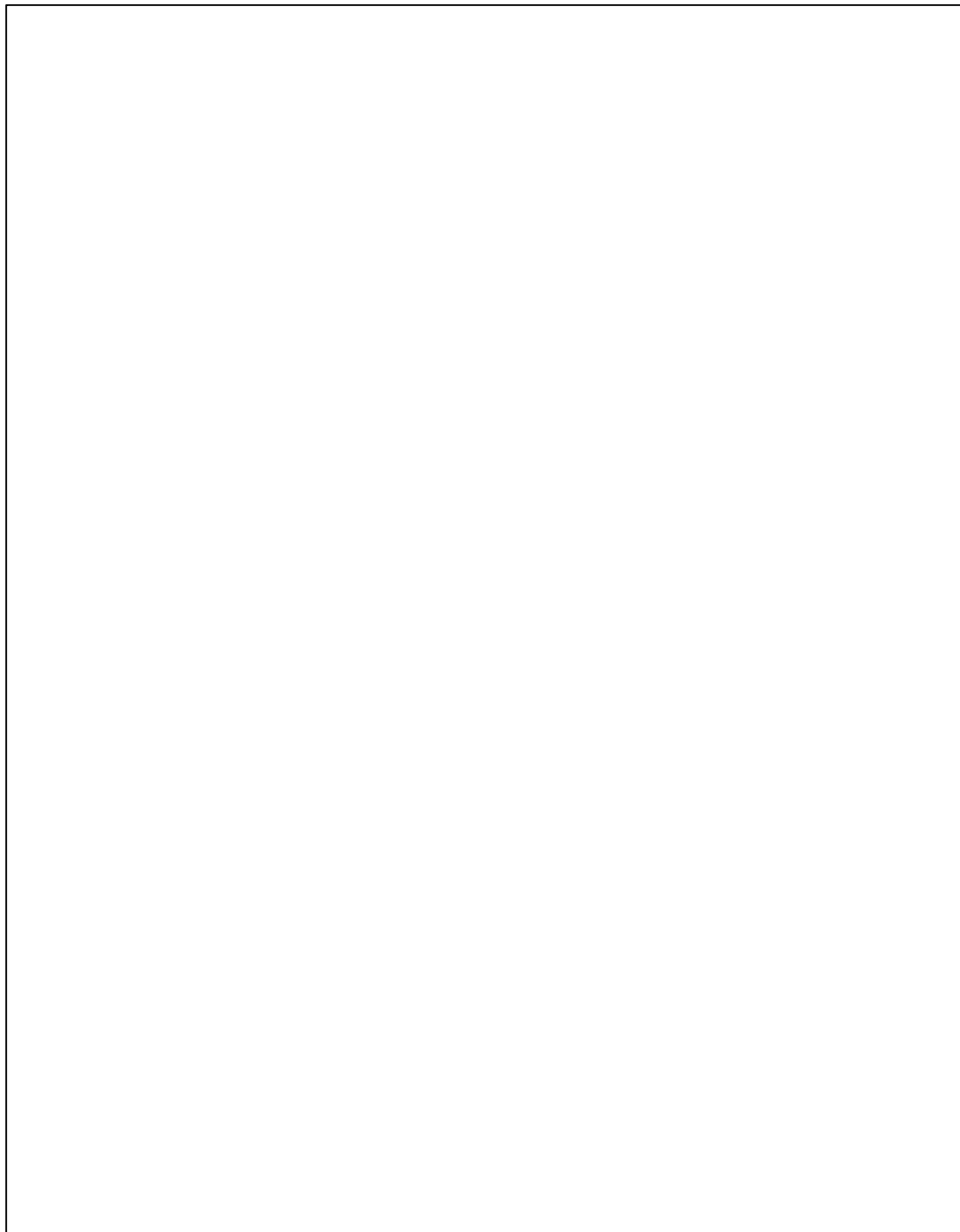
☐

4.2 If you have ticked 'Yes', do you know the date and/or reference of the Council's decision letter?

Date

Ref No.

4.3 What has changed since the Council last looked at this?

A large, empty rectangular box with a thin black border, intended for a user to provide a written response to the question above it.

If nothing has altered, the Council might not proceed with your complaint.

5. Who's who/The parties

5.1 Complainant's contact details

	Title	Forename	Surname
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
	<input type="text"/>		
City/Town	<input type="text"/>		
County	<input type="text"/>	Postcode	<input type="text"/>
Contact number	<input type="text"/>		
Email Address	<input type="text"/>		

Is the complainant content for us to contact them by email, at the address provided?

Yes

No

5.2 Address of the property affected by the hedge and name of the person living there, if different to 5.1.

	Title	Forename	Surname
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
	<input type="text"/>		
City/Town	<input type="text"/>		
County	<input type="text"/>	Postcode	<input type="text"/>
Contact Number	<input type="text"/>		
Email Address	<input type="text"/>		

5.3 Contact details of Agent or other person acting on behalf of the complainant (if any)

	Title	Forename	Surname
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
	<input type="text"/>		
City/Town	<input type="text"/>		
County	<input type="text"/>	Postcode	<input type="text"/>
Contact Number	<input type="text"/>		
Email Address	<input type="text"/>		
Is the Agent, or other person named above, content for us to contact them by email at the address provided?			
Yes	<input type="text"/>	No	<input type="text"/>

<input type="text"/>	Authorisation signature from the owner that they have appointed an agent.
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5.4 Address of the site where the hedge is growing and name of person living there, if known.

	Title	Forename	Surname
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
	<input type="text"/>		
City/Town	<input type="text"/>		
County	<input type="text"/>	Postcode	<input type="text"/>
Contact number	<input type="text"/>		
Email Address	<input type="text"/>		

- 5.5 Name and address of the person who owns the property where the hedge is situated, if different to 5.4 and if known.

	Title	Forename	Surname
Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
	<input type="text"/>		
City/Town	<input type="text"/>		
County	<input type="text"/>	Postcode	<input type="text"/>
Contact number	<input type="text"/>		
Email Address	<input type="text"/>		

6 Supporting documents

	Tick Box
6.1 Have you enclosed the following:	
A photograph of the hedge	<input type="checkbox"/>
A location plan of the hedge and surrounding properties	<input type="checkbox"/>
Copies of correspondence with your neighbour about the hedge	<input type="checkbox"/>
Copies of any other documents that you mentioned (please list these separately)	<input type="checkbox"/>

7. Sending the complaint

- 7.1 I confirm that I have completed as much of this form as I can and that, to the best of my knowledge, the information provided is accurate.

Tick box ☐

- 7.2 I have paid the fee of £ 550.00

Tick box ☐

Name

Date

Signature:

7.3 POST OR EMAIL THIS FORM AND ALL ENCLOSURES TO:

Stroud District Council
Ebley Mill
Westward Road
Ebley
Stroud
Gloucestershire
GL5 4UB

e-mail: planning.enforcement@stroud.gov.uk

7.4 Please also send a copy of this form to the people identified in Section 5 above.

Tick the box to show you have done this

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