

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Re[4]: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796
Date: 07 July 2025 14:06:00
Attachments: [image001.jpg](#)

Good afternoon, [REDACTED]

Thank you for getting back to me so promptly and for confirming the update.

A Senior Highway Steward will be inspecting the location this week to verify that all items have been removed. Following this, we will proceed to review your submitted Planting Licence application.

Kind regards,

[REDACTED]
Assistant Area Highway Manager – Eastern Area
Economy, Infrastructure & Environment – Highways, Transport and Planning
West Sussex County Council

Location: Eastern Office, Jobs Depot, Pookbourne Lane, Hickstead, West Sussex, BN6 9HD



Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](#)

We've launched our new website www.westsussex.gov.uk

From: [REDACTED]
Sent: 07 July 2025 14:04
To: [REDACTED]
Cc: [REDACTED]
[REDACTED]
Subject: Re[4]: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796

****EXTERNAL****

Good afternoon [REDACTED] and my apologies. I thought I had gotten back to you earlier on this, my apo [REDACTED] confirm that everything has been removed.

Kindest regards,

[REDACTED]

----- Original Message -----

From: [REDACTED] [uk>](#)
To: [REDACTED]
[REDACTED]

Subject RE: Re[2]: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796

Good afternoon, [REDACTED]

[REDACTED] this message finds you well.

Further to our previous correspondence, I am writing to advise that, unless we receive a response within the next 14 days, West Sussex County Council will proceed with the removal of the remaining posts/stumps on Saint Hill Road opposite the entrance to the Church of Scientology on the 23rd of July 2025.

Should this course of action be necessary, please be aware that it may affect our willingness to enter into any new planting agreement that may have previously been discussed. This is due to the fact that any such agreement would be subject to conditions regarding ongoing maintenance and upkeep, and we would need to be confident that those conditions will be met.

I look forward to hearing from you on this matter.

Kind regards,

[REDACTED]
Assistant Area Highway Manager – Eastern Area
Economy, Infrastructure & Environment – Highways, Transport and Planning
West Sussex County Council

Location: Eastern Office, Jobs Depot, Pookbourne Lane, Hickstead, West Sussex, BN6 9HD

[REDACTED]



Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](https://twitter.com/WSHighways)

We've launched our new website www.westsussex.gov.uk

From: [REDACTED]
[REDACTED] 32

To: [REDACTED]
[REDACTED]
[REDACTED]

Subject: RE: Re[2]: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796

Good afternoon, [REDACTED]

I hope you are well.

Could you please provide an update on my previous email?

Kind regards,

[REDACTED]
Assistant Area Highway Manager – Eastern Area
Economy, Infrastructure & Environment – Highways, Transport and Planning
West Sussex County Council

Location: Eastern Office, Jobs Depot, Pookbourne Lane, Hickstead, West Sussex, BN6 9HD



Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](#)

We've launched our new website www.westsussex.gov.uk

Sent: 06 June 2025 10:06

To:

Hill Road, East Grinstead - 503796

Good morning,

inspection by a Highways Officer this morning, it has been confirmed that while the fir trees, fence, and wooden sleepers have been removed, the fence posts and tree stumps remain on site.

As discussed previously, the removal of both the tree stumps and fence posts is required before a Planting Licence can be issued. Could you please confirm once these remaining works have been completed? We will then arrange a follow-up inspection.

Kind regards,

Assistant Area Highway Manager – Eastern Area
Economy, Infrastructure & Environment – Highways, Transport and Planning
West Sussex County Council

Location: Eastern Office, Jobs Depot, Pookbourne Lane, Hickstead, West Sussex, BN6 9HD



Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](#)

We've launched our new website www.westsussex.gov.uk

From:

Sent: 04 June 2025 15:36

To:

Subject: RE: Re[2]: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796

Afternoon

Thank you for the update. Please let me know once the works have been completed, and I will arrange for a Highway Steward to inspect the site.

Of course, this is the link: [Planting licence - West Sussex County Council](#)

Kind regards,

[REDACTED]
Assistant Area Highway Manager – Eastern Area
Economy, Infrastructure & Environment – Highways, Transport and Planning
West Sussex County Council

Location: Eastern Office, Jobs Depot, Pookbourne Lane, Hickstead, West Sussex, BN6 9HD

[REDACTED]



Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](https://twitter.com/WSHighways)

We've launched our new website www.westsussex.gov.uk

From: [REDACTED]

[REDACTED] June 2025 15:20

To: [REDACTED]

[REDACTED] >

Subject: Re[2]: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796

****EXTERNAL****

Dear [REDACTED]

Thank you and yes the removal is in progress. It should be completed in the next 24 hours or so. Can you direct me to the link where I file the application for planting the new hedges?

Best regards,

[REDACTED]

----- O

From [REDACTED]

To [REDACTED]

Subject RE: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796

Good afternoon, [REDACTED]

I hope you are well.

I was wondering if you had been able to remove the fir trees, fencing and wooden sleepers as of yet?

Kind regards,

[REDACTED]

Assistant Area Highway Manager – Eastern Area

Location: Eastern Office, Jobs Depot, Pookbourne Lane, Hickstead, West Sussex, BN6 9HD

[REDACTED]



Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](#)

We've launched our new website www.westsussex.gov.uk

From: [REDACTED]

Sent: 07 May 2025 13:29

To: [REDACTED]
[REDACTED]

Subject: Licence to Plant on the Highway - Saint Hill Road, East Grinstead - 503796

Good afternoon, [REDACTED]

Thank you for your time this morning.

As discussed in our meeting, you have agreed to remove the existing fir trees, fencing, and wooden sleepers in the coming weeks. In the meantime, you will be applying for a Planting Licence and outlining your plans in this application, which will go directly to our Tree Team. Please complete the application here: [Planting licence - West Sussex County Council](#). Please may I ask you to pay particular attention to the Licence to Plant Guidance Notes.

To confirm, our Arboriculturist has recommended planting a mix of the following UK native hedgerow species for a dense, wildlife-friendly hedge:

- Hawthorn (*Crataegus monogyna*)
- Blackthorn (*Prunus spinosa*)
- Hazel (*Corylus avellana*)
- Field Maple (*Acer campestre*)
- Crab Apple (*Malus sylvestris*)
- Dogwood (*Cornus sanguinea*)
- Dog Rose (*Rosa canina*)

Evergreen options could include:

- Yew (*Taxus baccata*)
- Holly (*Ilex aquifolium*)
- Wild Privet (*Ligustrum vulgare*)
- Spindle (*Euonymus europaeus*)

For your information, a deciduous hedge should be planted in mid-autumn to late winter, and an evergreen hedge in autumn. However, as we have discussed, you will be planting the new hedgerow once the

existing trees have been removed.

When you receive your Planting Licence, it will include certain stipulations, including the approved hedgerow species, ensuring the new hedgerow is planted at least 0.5m back from the edge of the carriageway, and that the Church of Scientology will be responsible for maintaining the hedgerow.

Our Tree Team is aware that they will shortly receive your Planting Licence application. They will wait for confirmation from me that the existing trees, fencing, and wooden sleepers have been removed before granting your Planting Licence. Could I please ask you to update me when you have removed these items, so I can confirm that we are happy for the Planting Licence to be issued.

Kind regards,

[REDACTED]

Assistant Area Highway Manager – Eastern Area
Economy, Infrastructure & Environment – Highways, Transport and Planning
West Sussex County Council

Location: Eastern Office, Jobs Depot, Pookbourne Lane, Hickstead, West Sussex, BN6 9HD

[REDACTED]



Did you know you can follow West Sussex Highways on Twitter? [@WSHighways](https://twitter.com/WSHighways)

We've launched our new website www.westsussex.gov.uk

LEGAL DISCLAIMER

This email and any attachments are confidential and intended solely for the persons addressed. If it has come to you in error please reply to advise us but you should not read it, copy it, show it to anyone else nor make any other use of its content. West Sussex County Council takes steps to ensure emails and attachments are virus-free but you should carry out your own checks before opening any attachment.

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.