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## HIGH HEDGES COMPLAINT FORM

### THE HIGH HEDGES (GUERNSEY) LAW, 2016

Please read the explanatory Practice Note PN11, then complete this form in **black ink** using **block capitals**.

Two copies of this form, all accompanying information detailed below & relevant fee must be submitted.

The accompanying information required is:

An accurate location plan drawn to scale and photographs sufficient to identify the high hedge in question and help demonstrate its impact on your property. (The Planning Service will provide a location plan on request).

Supporting evidence of the impact of the High Hedge on the reasonable enjoyment of your property – e.g. sketches or photographs showing position of windows that are affected and details of the rooms that they serve, including relevant measurements in metres.

Supporting evidence of your attempts to resolve the dispute – e.g. letters, emails, etc

Complaint Fee of £350 (or, where two or more complaints are submitted together by two or more complainants occupying separate properties but in relation to the same high hedge, the fee of £150 per complaint subject to a minimum total fee of £350 shared equally between all the complainants).

#### 1. Details of Parties Involved

##### Name and Address of Complainant

|           |                      |              |                      |
|-----------|----------------------|--------------|----------------------|
| Name:     | <input type="text"/> | Telephone:   | <input type="text"/> |
| Address:  | <input type="text"/> | Mobile:      | <input type="text"/> |
|           | <input type="text"/> | Email:       | <input type="text"/> |
| Postcode: | <input type="text"/> | Cadastre No: | <input type="text"/> |

##### Name and Address of Agent (if applicable)

|           |                      |            |                      |
|-----------|----------------------|------------|----------------------|
| Name:     | <input type="text"/> | Telephone: | <input type="text"/> |
| Address:  | <input type="text"/> | Mobile:    | <input type="text"/> |
|           | <input type="text"/> | Email:     | <input type="text"/> |
| Postcode: | <input type="text"/> |            |                      |

##### Address of property affected by High Hedge and full name of occupier if different from your own

|           |                      |            |                      |
|-----------|----------------------|------------|----------------------|
| Name:     | <input type="text"/> | Telephone: | <input type="text"/> |
| Address:  | <input type="text"/> | Mobile:    | <input type="text"/> |
|           | <input type="text"/> | Email:     | <input type="text"/> |
| Postcode: | <input type="text"/> |            |                      |

Location of the High Hedge – Please provide the address of the land on which the High Hedge is situated

|           |  |              |  |
|-----------|--|--------------|--|
| Name:     |  | Telephone:   |  |
| Address:  |  | Mobile:      |  |
|           |  | Email:       |  |
| Postcode: |  | Cadastre No: |  |

Full name and address of the **owner** of the land on which the High Hedge is situated. (if more than one owner, please provide details on a separate sheet.)

|           |  |            |  |
|-----------|--|------------|--|
| Name:     |  | Telephone: |  |
| Address:  |  | Mobile:    |  |
|           |  | Email:     |  |
| Postcode: |  |            |  |

Full name of the **occupier** of the land on which the High Hedge is situated (if different) (and if more than one owner, please provide details on a separate sheet.)

|           |  |            |  |
|-----------|--|------------|--|
| Name:     |  | Telephone: |  |
| Address:  |  | Mobile:    |  |
|           |  | Email:     |  |
| Postcode: |  |            |  |

Reference number and date of any previous High Hedge Complaint you have made

|      |  |       |  |
|------|--|-------|--|
| Ref: |  | Date: |  |
|------|--|-------|--|

## 2. Details of the attempts you have made to resolve the complaint

The Law requires that before making a High Hedge Complaint, the complainant must take all reasonable steps to resolve the complaint themselves. - I have: (please tick box as applicable)

|  |  |
|--|--|
| Approached neighbour/hedge owner in person and asked to discuss the problem<br>Please give date/s:   |  |
| Approached neighbour/hedge owner by letter or email and asked them to take action<br>Please give date/s:   |  |
| Informed neighbour/hedge owner of intention to complain to the Authority and asked them to take action<br>Please give date/s:  |  |
| Provided neighbour/hedge owner with a copy of this completed complaint form and supporting evidence and asked them to reconsider their position one final time.<br>Please give date/s: |  |
| Any other approaches/additional information (please specify)   |  |
| <b>If you have not taken these steps the Authority may not be able to consider your complaint</b>  |  |

## 3. Criteria for making a complaint

|   |  |
|---|--|
| Are you the owner or occupier of a domestic or residential property?  |  |
| Is the High Hedge being complained about situated on someone else's land?   |  |
| Is the High Hedge formed wholly or predominantly by one or more evergreen trees or shrubs?  |  |
| Does the High Hedge rise to a height of more than 2 metres above ground level?  |  |
| Does it form a barrier to light?  |  |
| <b>If you have answered 'No' to any of these questions the criteria have not been met and the Authority is unable to consider your complaint.</b> |  |



