



PLANNING AND LICENSING COMMITTEE

Members of the Planning and Licensing Committee
are summoned to attend a Meeting at 7.30pm on

Monday 15 December 2025

at Loughton Town Council Chamber, 1 Buckingham Court, Rectory Lane,
Loughton, IG10 2QZ

to transact the business shown in the agenda.

**Mark Squire
Town Clerk**

9 December 2025

Membership:

Councillor C Davies (Chairman)

Councillor J Riley (Vice Chairman)

Councillors

W Dodd
S Murphy

K W Lee
C Ubah

R Minhas

Note to Councillors:

If you are unable to attend the meeting,
please phone your apologies to the office on 020 8508 4200.

*Members of the public are welcome to appear in person at the meeting to make the case for or against a particular application. However, they **must have pre-registered to speak** by contacting the Council on 020 8508 4200 **no later than 3pm on the day of the meeting**. Speakers whether for or against will each have a maximum of 3 minutes to address the Committee. Under the Council's rules only those registered may speak during the meeting. (See also Appendix B of the Standing Orders for more information)*

AGENDA

- 1 Apologies**
To RECEIVE any apologies for absence.
- 2 Declarations of interest**
For Councillors to DECLARE any pecuniary or non-pecuniary interest in any item on the Agenda.
- 3 Confirmation of Minutes**
To CONFIRM the minutes of the meeting of the Planning and Licensing Committee held on 1 December 2025.
- 4 Matters for Report**
To REPORT any further significant information on matters which have been previously discussed, in addition to those which may already be included on the Agenda.

4.1 Notices of Appeal

- 4.1.1 EPF/2036/25 – Corner Garth, Nursery Road, Loughton, IG10 4EF. Proposal: Retrospective Variation of Condition 2 Plan numbers of EPF/1780/23 - fenestration changes (Proposed improvements and extensions). (Appeal ref no: APP/J1535/D/25/3376480 – Min no PL331.1)**

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000Bsybx>

An appeal has been made to the Secretary of State in respect of the above site and will be determined on the basis of the appeal procedure set out above. The appeal is Against a Refusal following the decision of Epping Forest District Council.

The Committee is asked if it wishes to comment further on the above appeal. The Planning Inspectorate requires all observations by 8 January 2026.

- 4.1.2 EPF/1373/25 – 32 Brook Road, Loughton, IG10 1BP. Proposal: Raising height of current brick wall and inclusion of railings. (Appeal ref no: APP/J1535/D/25/3376650– Min no PL297.3)**

For information only: An appeal has been made to the Secretary of State in respect of the above site. The appeal is Against a Refusal, following the decision of Epping Forest District Council. The appeal is to be determined on the basis of written representations.

The Committee is advised that as the appeal is proceeding under the Householder Appeals Service there is no opportunity to submit further comments. The District Council will forward on all representations it has received to the Planning Inspectorate and

the appellant unless withdrawn. The Planning Inspectorate aims to deal with appeals that follow the above procedure within 8 weeks of the appeal start date of 8 December 2025.

5 Planning Applications

To CONSIDER the planning applications received for the weeks 28 November and 5 December 2025.

Members are reminded that when raising an objection to an application, they should also consider whether to confirm in writing their intention to attend and speak at the Area Planning Committee A or B where the proposal was to be considered.

5.1 Full Planning Permission:

Application No: EPF/2254/25

Officer: Alex Sadowsky

Location: 120 Valley Hill, Loughton, IG10 3AU

Proposal: Demolition of existing single storey dwelling and construction of 2no. new self-build dwellings, private amenity, off street car parking, landscaping and boundary treatment.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000CvFHx>

Application No: EPF/2359/25

Officer: Caroline Brown

Location: Land adjacent to 16 Grasmere Close, Loughton, IG10 1SL

Proposal: Proposed new self-build dwelling (re-submission of approved application EPF/2784/18).

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000DXh1w>

5.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/2361/25

Officer: Yee Cheung

Location: 12 Lower Park Road, Loughton, IG10 4NA

Proposal: Variation of condition 2 'Plan no's' on planning permission EPF/1376/24 (Alterations and Extensions with Part Demolition to 12 Lower Park Road, with a replacement dwelling for 12a Lower Park Road).

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000DZ3LK>

5.3 Consent to display an advertisement Permission:

Application No: EPF/2390/25

Officer: Suleman Uddin

Location: 243A High Road, Loughton, IG10 1AD

Proposal: Advertisement consent for externally illuminated shopfront signage, hanging and projecting signs and window vinyl.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

[Planning Application: EPF/2390/25](#)

5.4 Householder Planning Permission:

Application No: EPF/1967/25

Officer: Suleman Uddin

Location: 8 High Road, Loughton, IG10 4QZ

Proposal: Erection of a two-storey rear side extension, together with full internal remodelling of the existing dwelling.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000BesbG>

Application No: EPF/2358/25

Officer: Suleman Uddin

Location: 152 River Way, Loughton, IG10 3LL

Proposal: Retrospective application to retain side window, white render, and grey door and windows to an approved rear extension.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000DXoo9>

Application No: EPF/2364/25

Officer: Caroline Brown

Location: 23 High Road, Loughton, IG10 4JJ

Proposal: Part single- and part two-storey side and rear extensions; roof extension involving a rear dormer to facilitate a loft conversion; demolition of existing conservatory; garage conversion to a habitable room; installation of rooflight windows to the front and sides; and alterations to fenestration.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000DbIWL>

Application No: EPF/2395/25

Officer: Hannah Collins

Location: 39 Habgood Road, Loughton, IG10 1HE

Proposal: Part ground floor and part first floor rear extensions.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000DirfR>

Application No: EPF/2415/25

Officer: Klajdi Koci

Location: 18 Albion Park, Loughton, IG10 4RB

Proposal: Single storey rear extension.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000DqaG1>

5.5 Consent under Tree Preservation Orders

Application No: EPF/2371/25

Officer: Robin Hellier

Location: 2 Little Dragons, Loughton, IG10 4DG

Proposal: TPO/EPF/04/70

T1: Sycamore - Selective prune on lawn side by up to 1.5m, as specified.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

<https://eppingforestdc.my.site.com/pr/s/planning-application/a0hTv00000Dc5AV>

- 5.6 Deemed Permission and Others – provided for information only:
(Members are reminded that comments are not normally accepted on these applications).
There are no applications listed under this permission.**

6 Decisions

6.1 Decisions by Epping Forest District Council

* See decision notices for November 2025 (pages 5 – 8).

7 Licensing Applications

To CONSIDER any licensing applications which have come to the officers' attention since the last meeting of the Committee. Members are reminded that reference must be made to at least one of the four licensing objectives to validate any objections, as detailed below:

1. The prevention of crime and disorder
2. Public safety
3. The prevention of public nuisance
4. The protection of children from harm

7.1. Licensing Street Trading Consent: Renewal Application – outside 214 High Road, Loughton

Epping Forest District Council Licensing Officers have notified of a renewal application for the Street Trading Consent outside 214 High Road, Loughton, and invited comments.

The consultation ends on 17 December 2025.

Brief details of the nature of the application:

Consent to sell artwork outside 214 High Road, Loughton, on:

Mondays to Saturdays 09:00 to 18:00

Sundays 10:00 to 16:00

8 Enforcement and Compliance

8.1 To ADVISE the Committee of any updates to the reports previously received.

FOR INFORMATION ONLY:

8.1.1 Potential breach of planning consent: 27 Conyers Way – vehicular access and crossover – min no PL363.4

Following a report of a suspected breach at the above address, the Epping Forest District Council Enforcement confirmed no breach has occurred (see below):

Your enforcement complaint isn't valid because:

"In response to the matter reported, we can advise that planning permission from the local planning authority is not required to form a new vehicular access in this location. This is as Conyers Way is not a classified road and as such under Class B of Part 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 these works may be carried out as permitted development."

Mark Squire
TOWN CLERK
9 December 2025

Agenda item 6.1 Decisions by Epping Forest District Council for November 2025

Loughton Parish Ward	EPF no	Address details	Proposal	Decision Date	Decision	Decision level (ie delegated or Committee)
Buckhurst Hill East and Whitebridge	EPF/1681/25	19 Cranleigh Gardens, Loughton, IG10 3DD	Certificate of Lawful Development for existing use of the site which now comprises two self-contained dwellings known as 19 & 21 Cranleigh Gardens.	10/11/2025	Not Lawful	Delegated Decision
	EPF/2294/24	Land And Garages On The North Side Of, Avondale Close, Loughton, IG10 3DH	Erection of two proposed dwellings.	21/11/2025	Refuse	Committee B
	EPF/2005/25	2, Nevill Way, Loughton, IG10 3BG	Certificate of Lawful Development for proposed loft conversion with rear dormer and front roof lights.	27/11/2025	Lawful	Delegated Decision
Subtotal	Count	3				
Loughton Fairmead	EPF/1305/25	Davenant Foundation School, Chester Road, Loughton, IG10 2LD	Demolish existing sixth form and library block and replace with new partial two storey sixth form including library and SEN classrooms.	04/11/2025	Approve with Conditions	Delegated Decision
	EPF/1912/25	14, Westall Road, Loughton, IG10 2AR	Certificate of Lawful Development for proposed loft conversion with rear dormer and single storey rear extension.	17/11/2025	Lawful	Delegated Decision
	EPF/1934/25	Davenant Foundation School, Chester Road, Loughton, IG10 2LD	Variation of Condition 2 of EPF/1685/23 Removal of buildings within two years (Erect demountable buildings for provision of classrooms/support area).	19/11/2025	Approve with Conditions	Delegated Decision
	EPF/1972/25	56, Hereward Green, Loughton, IG10 2HF	Variation of Condition 2, 4 , 8 Plan numbers of EPF/1038/25 (Proposed erection of detached building for use as ancillary residential).	25/11/2025	Approve with Conditions	Delegated Decision
	EPF/1818/25	37, Audley Gardens, Loughton, IG10 2EN	annexe. Certificate of Lawful Development for a proposed loft conversion.	27/11/2025	Lawful	Delegated Decision
Subtotal	Count	5				

Loughton Forest	EPF/1963/25	28, Ollards Grove, Loughton, IG10 4DW	Approval of Details Reserved by Conditions 11 Surface Water Drainage and 13 Hard and Soft Landscaping of EPF/0856/25 (Replacement Single Dwelling House).	03/11/2025	Approve	Delegated Decision
	EPF/1866/25	16, Hillcrest Road, Loughton, IG10 4QQ	Approval of Details Reserved by Conditions 4, 5 and 6 of EPF/1581/23 (Single storey extension to garage at front of property and change of ridge height to front hipped roof. Double storey rear extension, garden room and gazebo and air source heat pumps to main residence).	12/11/2025	Refuse	Delegated Decision
	EPF/1012/25	238 HIGH ROAD LOUGHTON ESSEX IG10 1RB	Shop front alterations.	13/11/2025	Withdrawn	Delegated Decision
	EPF/1735/25	56, Tycehurst Hill, Loughton, IG10 1DA	Application for approval of details reserved by conditions 4 'details of levels', 6 'external finishes, 7 'surface water disposal', 10 'landscape works' and 12 'construction method statement' on Planning Permission EPF/0034/24 (Demolition of the existing 1.5 storey dwelling as previously agreed (EPF/1008/16). Erection of replacement 4-bedroom dwellinghouse with a basement, integrated garage, and rear patio).	14/11/2025	Approve	Delegated Decision
	EPF/1029/25	238 HIGH ROAD LOUGHTON ESSEX IG10 1RB	Installation of internally illuminated fascia sign.	17/11/2025	Approve with Conditions	Delegated Decision
	EPF/2006/25	54, Algers Road, Loughton, IG10 4NG	Certificate of Lawful Development for proposed single storey rear extension, and loft conversion with rear dormer and 4 roof lights in the front roof slope.	18/11/2025	Lawful	Delegated Decision
	EPF/1982/25	33, Algers Road, Loughton, IG10 4NG	Demolition of existing sheds and erection of new outbuilding to the rear garden.	19/11/2025	Refuse	Delegated Decision

	EPF/2036/25	Corner Garth, Nursery Road, Loughton, IG10 4EF	Retrospective Variation of Condition 2 Plan numbers of EPF/1780/23 - fenestration changes (Proposed improvements and extensions).	24/11/2025	Refuse	Delegated Decision
	EPF/2239/25	31, Hillcrest Road, Loughton, IG10 4QH	Non-Material Amendment to EPF/1393/25 (Proposed two storey side extensions, single storey rear extension with raised rear patio, roof remodelling incorporating a loft conversion with rear and side dormers).	27/11/2025	Refuse	Delegated Decision
	EPF/2046/25	8, Kings Green, Loughton, IG10 1RJ	Two storey and part single storey rear and side extensions, removal of front porch and chimney stack. Fenestration alterations new windows and new front door and canopy.	27/11/2025	Approve with Conditions	Delegated Decision
Subtotal	Count	10				
Loughton Roding	EPF/1844/25	49 Oakwood Hill, Loughton, IG10 3EW	Certificate of Lawful Development for proposed single storey extension and loft conversion.	14/11/2025	Lawful	Delegated Decision
	EPF/1960/25	56, Borders Lane, Loughton, IG10 3QU	Proposed relocation of dropped kerb from rear garden to front garden.	21/11/2025	Approve with Conditions	Delegated Decision
	EPF/1916/25	97, Oakwood Hill, Loughton, IG10 3ER	Single storey rear extension and part double storey rear extension.	26/11/2025	Refuse	Delegated Decision
Subtotal	Count	3				
Loughton St. John's	EPF/2061/25	30, Forest Way, Loughton, IG10 1JG	Approval of Details Reserved by Condition 3 Materials of EPF/1621/25 (Erection of a freestanding, single-storey timber-framed greenhouse).	03/11/2025	Approve	Delegated Decision
	EPF/2014/25	59, Roundmead Avenue, Loughton, IG10 1PZ	Prior approval for a proposed single storey rear extension to a depth of 6.42m. An existing 2.42m extension is retained with a new 4m extension to make the overall extension depth of 6.42m, height to eaves 2.50m and maximum height 3.55m.	10/11/2025	Not Required	Delegated Decision
	EPF/2149/25	25, Carroll Hill, Loughton, IG10 1NL	Approval of Details Reserved by Conditions 5 Materials and 11 Hard and Soft Landscaping of EPF/0760/25	12/11/2025	Approve	Delegated Decision

			(Demolition of the existing house and garage and erection of a new 3 storey family dwelling (2 full storeys and additional accommodation in roof space - no basement)).			
	EPF/1908/25	45, Maple Gate, Loughton, IG10 1PS	Certificate of Lawful Development for proposed use of dwelling as office for resident and three others.	13/11/2025	Not Lawful	Delegated Decision
	EPF/1944/25	29, Millsmead Way, Loughton, IG10 1LR	Single Storey Rear Extension.	17/11/2025	Approve with Conditions	Delegated Decision
	EPF/1932/25	12, Lower Road, Loughton, IG10 2RS	Certificate of Lawful Development for existing roof extension with side dormer (loft conversion).	26/11/2025	Lawful	Delegated Decision
Subtotal	Count	6				
Subtotal		27				