



# **PLANNING AND LICENSING COMMITTEE**

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

**Monday 16 February 2026**

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**  
10 February 2026

**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 2 February 2026.

**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.

**5 Chigwell Parish Council: Planning Application – Full Planning Permission: EPF/2567/25: Land South of Chigwell Rise, Chigwell, IG7 6AQ. Proposal: Development of residential units (Class C3) and Flexible Class F2(b/E(e)) use with provision of access, landscaping, vehicle and cycle parking, sustainable urban drainage systems, and other associated works.**

<https://eppingforestdc.my.site.com/prs/planning-application/a0hTv00000ESnSM>

A request has been received for this Committee to consider and submit comments to the Local Planning Authority (EFDC), on the above application, which is for the development of 232 residential properties on important Green Belt land, which lies in the Roding Valley, between Buckhurst Hill and Chigwell, and within the Epping Forest Special Area of Conservation (EF SAC). (The Committee had previously commented on an application for a proposed cemetery at this site – Min no PL263.) Consultation Deadline: **27 February 2026.**

**6 Planning Applications**

To CONSIDER the planning applications received for the weeks 30 January and 6 February 2026.

*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.*

**6.1 Full Planning Permission:**

**No Applications Listed Under This Permission.**

**6.2 Removal/variation of conditions - Section 73 TCPA**

**No Applications Listed Under This Permission.**

**6.3 Consent to display an advertisement Permission:**

**Application No: EPF/0202/26**

**Officer: Suleman Uddin**

**Location:** 26 The Broadway, Loughton, IG10 3ST

**Proposal:** Advertisement consent for internally illuminated fascia sign.

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/a0hTv00000Fjgbx>

**6.4 Householder Planning Permission:**

**Application No:** EPF/2418/25

**Officer:** Klajdi Koci

**Location:** 3 Aragon Close, Loughton, IG10 3NP

**Proposal:** Partial gable end roof loft extensions and conversion, including a dormer window extension to the front elevation, a shed dormer extension to the rear elevation and a small internal corner roof extension over the existing staircase, with an associated reorganisation of the internal accommodation layout at first floor level.

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/a0hTv00000Drg86>

**Application No:** EPF/0152/26

**Officer:** Suleman Uddin

**Location:** 53 Valley Hill, Loughton, IG10 3AL

**Proposal:** Single storey part two 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/a0hTv00000FPrYN>

**Application No:** EPF/0162/26

**Officer:** Hannah Collins

**Location:** 17 Park Hill, Loughton, IG10 4ES

**Proposal:** Ground floor front extension and garage conversion, render to first floor and fenestration changes including Juliet balconies to rear.

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/a0hTv00000FWzKj>

**Application No:** EPF/0180/26

**Officer:** Mohinder Bagry

**Location:** 69 Valley Hill, Loughton, IG10 3AL

**Proposal:** Single storey side 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/a0hTv00000Fdweb>

**Application No:** EPF/0192/26

**Officer:** Klajdi Koci

**Location:** 18 Regents Place, Loughton, IG10 4PP

**Proposal:** Proposed loft conversion/extension with rear dormer and rooflights to front roof slope.

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/a0hTv00000FhGDn>

**Application No:** EPF/0212/26

**Officer:** Loredana Ciavucco

**Location:** 2 Clays Lane, Loughton, IG10 2RZ

**Proposal:** Extension to rear and side of property, and associated landscape works.

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/a0hTv00000FIGqJ>

**Application No:** EPF/0228/26

**Officer:** Mohinder Bagry

**Location:** 2 Forest View Road, Loughton, IG10 4DX

**Proposal:** Two storey side extension, front bay window with tile roof and open porch.

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/a0hTv00000Foj7I>

#### **6.5 Consent under Tree Preservation Orders**

**Application No:** EPF/0136/26

**Officer:** Robin Hellier

**Location:** 7 Warren Hill, Loughton, IG10 4RL

**Proposal:** TPO/EPF/07/79 (Ref: T75, T76)

T1: Oak - Crown reduce to previous points, as specified.

T2: Hornbeam - Crown reduce to previous points, 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/a0hTv00000FM3WT>

**Application No:** EPF/0137/26

**Officer:** Robin Hellier

**Location:** The Mount, Debden Road, Loughton, IG10 2NY

**Proposal:** TPO/EPF/12/02

T6: Hornbeam - Prune overhanging branches back to boundary, as specified.

T7, T9, T14: Holm Oak - Prune overhanging branches back to boundary, 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/a0hTv00000FM3Y5>

**Application No:** EPF/0191/26

**Officer:** Robin Hellier

**Location:** Loughton Lodge, Steeds Way, Loughton, IG10 1HX

**Proposal:** TPO/EPF/11/90 (Ref: T2)

T1: Cedar - Fell and replace, 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/a0hTv00000FgtnT>

#### **6.6 Prior Approval Part 14 Renewable Energy**

**Application No:** EPF/0151/26

**Officer:** Nathaniel Raimi

**Location:** Thomas Willingale School and Nursery, The Broadway, Loughton, IG10 3SR.

**Proposal:** Prior approval for installation of solar panels.

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/a0hTv00000FPVch>

#### **6.7 Deemed Permission and Others – provided for information only: (Members are reminded that comments are not normally accepted on these applications).**

**Application No:** EPF/0169/26

**Officer:** Suleman Uddin

**Location:** 53 Pyrles Lane, Loughton, IG10 2NL

**Proposal:** Certificate of Lawful Development for proposed hip to gable loft extension, rear dormer and 2 front rooflights.

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/a0hTv00000FYToY>

**Application No:** EPF/0170/26

**Officer:** Loredana Ciavucco

**Location:** 23 Brooklyn Avenue, Loughton, IG10 1BL

**Proposal:** Certificate of Lawful Development for proposed hip to gable roof extension, insertion of rooflights, addition of two rear dormer extensions and associated minor alterations to rear roof.

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/a0hTv00000FYDrg>

**Application No:** EPF/0175/26

**Officer:** Mohinder Bagry

**Location:** 97 Lushes Road, Loughton, IG10 3QD

**Proposal:** Certificate of Lawful Development for proposed 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/a0hTv00000FaRDx>

7

## Decisions

### 7.1 Decisions by Epping Forest District Council

\* See decision notices for January 2026 (pages 5 – 11).

8

## 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

### 8.1 Application for a Pavement Licence – Costa Coffee, 230 High Road, Loughton, IG10 1EZ

An application for a pavement licence has been made to the Licensing Department at Epping Forest District Council in respect of the above premises. (See attached, page 12.)

All comments or representations should be submitted no later than 19 February 2026.

9

## Enforcement and Compliance

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

Mark Squire  
TOWN CLERK  
10 February 2026

## Agenda item 7.1 Decisions by Epping Forest District Council for January 2026

Loughton Parish Ward	EPF no	Address details	Proposal	Decision Date	Decision	Decision level (ie delegated or Committee)
Buckhurst Hill East and Whitebridge	EPF/2513/25	29, Roydon Close, Loughton, IG10 3DN	Erection of one storey rear extension	06/01/2026	Not Required	Delegated Decision
	EPF/2470/25	73, Avondale Drive, Loughton, IG10 3DE	Proposed single-storey 5m rear extension with an eaves height of 3.0m and a maximum overall height of 3.56m.	06/01/2026	Not Required	Delegated Decision
	EPF/2302/25	137, Greensted Road, Loughton, IG10 3DJ	Erection of single storey side/rear extension	20/01/2026	Approve with Conditions	Delegated Decision
	EPF/1222/25	Unregistered land along rear of 18-32 Witham Close IG10 3BQ	Garden to be restored to woodland. Remove buildings and fencing within (regain access for all residents).  This is a group application for the residents of 18-30 Witham Close.  18 - Mrs. D.Reed 20 - Mrs N.Sion 22 - Mr. J. Cardy 24 - Mr. P Gurnell	26/01/2026	Finally disposed of	Delegated Decision
	EPF/2515/25	29, Roydon Close, Loughton, IG10 3DN	Certificate of Lawful Development for proposed loft conversion with rear dormer and front roof lights and outbuilding to rear garden.	29/01/2026	Lawful	Delegated Decision
<b>Subtotal</b>	5					

Loughton Fairmead	EPF/2283/25	27, Conyers Way, Loughton, IG10 2AB	Rear extension for disabled person.	06/01/2026	Approve with Conditions	Delegated Decision
	EPF/2394/25	1, St Thomas More Close, Loughton, IG10 2FE	Certificate of Lawful Development for proposed change of use from C3 residential to C2 care home for up to two children.	20/01/2026	Lawful	Delegated Decision
	EPF/2408/25	45, Pyrles Lane, Loughton, IG10 2NW	Erection of a double-storey side extension and single-storey rear extension.	30/01/2026	Refuse	Delegated Decision
<b>Subtotal</b>	<b>3</b>					
Loughton Forest	EPF/2287/25	3, Hillcrest Road, Loughton, IG10 4QH	Certificate of Lawful Development for proposed hip to gable loft conversion with rear dormer.	05/01/2026	Lawful	Delegated Decision
	EPF/2080/25	86, Homecherry House, High Road, Loughton, IG10 4QU	TPO/EPF/09/82 (Ref: T7) T1: Sycamore - Crown reduce to previous points, as specified.  NB: The permitted specification of works is detailed in the conditions below.	06/01/2026	Approve with Conditions	Delegated Decision
	EPF/2266/25	46, The Avenue, Loughton, IG10 4PX	Certificate of Lawful Development for proposed garage conversion and changes to fenestration.	06/01/2026	Lawful	Delegated Decision
	EPF/2249/25	85, Tycehurst Hill, Loughton, IG10 1BZ	Proposed Demolition of existing outbuilding and replacing with new Annex for Games Room Home Office and Gym facility.	07/01/2026	Approve with Conditions	Delegated Decision
	EPF/2248/25	78, Algiers Road, Loughton, IG10 4ND	TPO/EPF/12/23 T1: Willow - Crown reduce height and lateral branches by up to 4m, as specified.	09/01/2026	Approve with Conditions	Delegated Decision

			NB: The permitted specification of works is detailed in the conditions below.			
	EPF/1967/25	8, High Road, Loughton, IG10 4QZ	Erection of a two-storey rear side extension, together with full internal remodelling of the existing dwelling.	15/01/2026	Refuse	Delegated Decision
	EPF/2361/25	12, Lower Park Road, Loughton, IG10 4NA	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).	16/01/2026	Approve with Conditions	Delegated Decision
	EPF/2364/25	23, High Road, Loughton, IG10 4JJ	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.	16/01/2026	Approve with Conditions	Delegated Decision
	EPF/2286/25	3, Hillcrest Road, Loughton, IG10 4QH	Proposed ground floor wraparound extension, internal alterations, and associated works.	16/01/2026	Approve with Conditions	Delegated Decision
	EPF/2395/25	39, Habgood Road, Loughton, IG10 1HE	Part ground floor and part first floor rear extensions.	16/01/2026	Approve with Conditions	Delegated Decision
	EPF/2012/25	20, Connaught Avenue, Loughton, IG10 4DS	Certificate of Lawful Development for conversion of garage to habitable room.	19/01/2026	Not Lawful	Delegated Decision

	EPF/2390/25	243A, High Road, Loughton, IG10 1AD	Advertisement consent for externally illuminated shopfront signage, hanging and projecting signs and window vinyl.	20/01/2026	Approve with Conditions	Delegated Decision
	EPF/2215/25	38, Upper Park, Loughton, IG10 4EQ	TPO/EPF/05/89 T2: Lawson Cypress - Fell and replace, as specified.  NB: The permitted specification of works is detailed in the conditions below.	23/01/2026	Refuse	Delegated Decision
	EPF/2472/25	31, Hillcrest Road, Loughton, IG10 4QH	Variation of Condition 2 Plan numbers of 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).	26/01/2026	Approve with Conditions	Delegated Decision
	EPF/2201/25	86, Homecherry House, High Road, Loughton, IG10 4QU	TPO/EPF/09/82 (Ref: T6, T11) T2.: Sycamore - Fell and replace, as specified. T5.: Norway Maple - Fell inclined stem and replace, as specified. T3: Ash - Fell and replace, as specified.  NB: The permitted specification of works is detailed in the conditions below.	27/01/2026	Approve with Conditions	Delegated Decision
	EPF/2214/25	38, Upper Park, Loughton, IG10 4EQ	TPO/EPF/05/89 (Ref: T3, T1) T1: Willow - Crown reduce height by up to 3m, as specified. Reduce lateral branches by up to 5m, as specified. T2: Yew - Crown reduce by up to 2m, as specified.	29/01/2026	Approve with Conditions	Delegated Decision

			NB: The permitted specification of works is detailed in the conditions below.			
	EPF/2611/25	The Ridings, Manor Road, Loughton, IG10 4RP	Approval of Details Reserved by Conditions 3 Surface Water Drainage and 4 Tree Protection Plan and Arboricultural Method Statement of EPF/0055/21 (Replacement of existing dwelling plus one additional infill dwelling (Revised application to EPF/2767/19)).	29/01/2026	Refuse	Delegated Decision
	EPF/2520/25	18, Regents Place, Loughton, IG10 4PP	Certificate of Lawful Development for proposed loft conversion with rear dormer and front roof lights.	29/01/2026	Application Withdrawn	Delegated Decision
<b>Subtotal</b>	<b>18</b>					
Loughton Roding	EPF/2443/25	Imprimo Park, Unit 6a Oc Tanner Ltd, Lenthall Road, Loughton, IG10 3UF	Approval of Details Reserved by Conditions 4 EVP and 7 Biodiversity Enhancement Strategy of EPF/1117/25 (External alterations to existing building including rooftop PV panels; alterations to car parking including provision of EV charging spaces, cycle store, landscaping and lighting; and associated development).	14/01/2026	Approve	Delegated Decision
	EPF/0024/26	1, Langston Road, Loughton, IG10 3SD	Application for approval of details reserved by condition 16 (Secured by Design) on planning permission EPF/0035/24 (Redevelopment of the site to provide a new self-storage facility (Use Class B8), new light Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1)	20/01/2026	Approve	Delegated Decision

			with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).			
	EPF/2465/25	7, Highwood Lane, Loughton, IG10 3LS	Single-storey rear extension projecting 5.5 metres from the rear wall of the original dwellinghouse, with a maximum height of 3.0 metres and an eaves height of 3.0 metres. Materials to match the existing dwelling.	20/01/2026	Refuse	Delegated Decision
	EPF/2386/25	Unit 11, Oakwood Hill Industrial Estate, Loughton, IG10 3TZ	Erection of warehouse for B8 storage and distribution use.	28/01/2026	Approve with Conditions	Delegated Decision
	EPF/0015/26	152, Borders Lane, Loughton, IG10 3SB	The proposal is for a 6m rear extension and internal alterations	29/01/2026	Not Required	Delegated Decision
	EPF/0013/26	152, Borders Lane, Loughton, IG10 3SB	Prior approval for a 4m rear extension and internal alterations, height to eaves 2.70m and maximum height 3m.	29/01/2026	Not Required	Delegated Decision
	EPF/0014/26	152, Borders Lane, Loughton, IG10 3SB	The proposal is for a 5m rear extension and internal alterations	29/01/2026	Not Required	Delegated Decision
<b>Subtotal</b>	7					
Loughton St. John's	EPF/2305/25	8 Mulberry Interiors, Church Hill, Loughton, IG10 1LA	Erection of new dwelling within rear garden of 8 Church Hill, alterations to front elevation of main building, internal alterations to existing first floor flat and combining of two commercial units to form one commercial unit.	09/01/2026	Refuse	Delegated Decision
	EPF/2332/25	3, The Greens Close, Loughton, IG10 1QE	Proposed first floor extension to provide additional living accommodation.	09/01/2026	Approve with Conditions	Delegated Decision

	EPF/2151/25	1, The Heights, Loughton, IG10 1RN	TPO/EPF/11/83 T2 & T3: Lime - Crown reduce to previous points, as specified.  NB: The permitted specification of works is detailed in the conditions below.	09/01/2026	Approve with Conditions	Delegated Decision
	EPF/2147/25	47, Clovelly, York Hill, Loughton, IG10 1HZ	Single storey rear extension at lower ground level.	14/01/2026	Approve with Conditions	Delegated Decision
	EPF/2189/25	Oak Tree Cottage, 31 Goldings Hill, Loughton, IG10 2RY	TPO/EPF/06/92 (Ref: G1) T1: Sycamore - Re-pollard to previous points, as specified.  NB: The permitted specification of works is detailed in the conditions below.	15/01/2026	Approve with Conditions	Delegated Decision
	EPF/2425/25	New City College, Epping Forest Campus, Wellness Centre, Borders Lane, IG10 3SA	Footpath from Borders Lane to entrance of Wellness Centre	27/01/2026	Approve with Conditions	Delegated Decision
	EPF/0016/26	6, Queens Road, Loughton, IG10 1RS	Prior notification for proposed single storey rear extension	29/01/2026	Not Required	Delegated Decision
<b>Subtotal</b>	7					
	40					

**Agenda item 8.1**

**Application for a Pavement Licence – Costa Coffee, 230 High Road, Loughton, IG10 1EZ**



**REGISTER OF PAVEMENT LICENCE APPLICATION RECEIVED**

**The Business and Planning Act 2020 (Pavement Licences)**

Date application received: 5<sup>th</sup> February 2026

Applicant name: Costa Limited

Address of Premises: Costa Coffee, 230 High Road, Loughton, IG10 1EZ

Brief details of the nature of the application:

New application for a pavement licence for two (2) tables, six (6) chairs, and two (2) Barriers with metal legs and canvas; Monday to Friday 06:00 to 18:30; Saturday 08:00 to 17:00; and Sunday 08:00 to 16:00 for the consumption of food and/or drink by other people.

Any representations regarding the above application should be made by 19<sup>th</sup> February 2026 to:

Epping Forest District Council  
Licensing Unit  
Civic Offices  
High Street  
Epping  
CM16 4BZ

Or email: [licensing@eppingforestdc.gov.uk](mailto:licensing@eppingforestdc.gov.uk)