

THESE MINUTES NOT YET CONFIRMED

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Tuesday 30 May 2023 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court**

**Committee Members:**

**Councillors:** C Davies (in the Chair)  
P Abraham S Murphy K Rainbow  
J Riley D Wixley (as substitute for Cllr Kauffman)

**Also present:**

**Officers:** Debra Paris (Planning Committee Clerk)

6 Members of the public

The Committee AGREED to bring forward in the agenda the following planning applications: EPF/0281/23 – 85 Spring Grove, EPF/0916/23 – Strathallan, 20 Clays Lane, and EPF/1033/23 – 16 Eleven Acre Rise after agenda item 3, Confirmation of Minutes, as members of the public present at the meeting had an interest in these items.

**PL424 Apologies for Absence**

Apologies for absence were received from Cllrs Kauffman and Wiskin. Cllr Wixley had been nominated as substitute for Cllr Kauffman for this meeting.

**PL425 Declarations of Interest**

Cllr Wixley declared a non-pecuniary and non-prejudicial interest in these proceedings as a dual-hatted councillor and member of Epping Forest District Council Area Planning Subcommittee South. He stated that any views he gave at this meeting would be considered afresh if the applications came before a District Council committee, in light of all the evidence available at the time.

He also declared a non-pecuniary interest in planning application, EPF/0992/23 – Garages at Pyrles Lane, a development by Epping Forest District Council upon which he had been consulted in his role as District Ward Councillor for Fairmead. This site also lies next to Hillyfields Open Space which is owned by Loughton Town Council (LTC), and he is Chairman of the LTC Recreation Committee which is responsible for this land.

The Committee declared a non-pecuniary interest in the following planning applications:

- i. EPF/0281/23 – 85 Spring Grove; EPF/0774/23 – 21 The Crescent; EPF/0829/23 – 10 Rectory Lane; EPF/0947/23 – The Last Post, 227 High Road; EPF/0949/23 – The Last Post, 227 High Road; EPF/0998/23 – 4 Tycehurst Hill; EPF/1028/23 – 166 Borders Lane; and EPF/1033/23 – 16 Eleven Acre Rise, owing to comments received from the Loughton Residents Association Plans Group (LRAPG);
- ii. EPF/0829/23 – 10 Rectory Lane, LTC has been consulted on this as its premises neighbour this site; and

- iii. EPF/0992/23 – Garages at Pyrles Lane, the entrance to this application impacts Hillyfields Open Space and GROW Community Garden which are both LTC land.

**PL426 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 15 May 2023 were CONFIRMED as a correct record and signed by the Chairman.

**PL427 Planning Applications**

The following planning applications were CONSIDERED, and the plans inspected.

**427.1 Application No:** EPF/0281/23

**Officer:** Muhammad Rahman

**Location:** 85 Spring Grove, Loughton, IG10 4QE

**Proposal:** Proposed 1.9m high front garden wall.

The Committee NOTED the contents of a letter of objection.

A member of the public with an interest in this application addressed the meeting.

Members noted that the applicant had removed the tree from this site for which they and the District Council Tree Officer had previously expressed concern regarding this proposal (Min no PL157.1).

The Committee OBJECTED to this application, stating no other changes had been made to the previous application (EPF/1699/21) which had been subsequently withdrawn by the Applicant.

The Committee's previous reasons for objection remained, namely:

*"It would be out of keeping with the character of the area. The proposed wall and gates, by reason of their excessive height and use of aluminium panels would be detrimental to the local townscape and openness of Spring Grove.*

*Members believed that the proposed design would create restricted views resulting in a safety risk to pedestrians and other highway users, including the neighbours at no 83 when exiting their own driveway.*

*The Committee considered the plans provided to be inaccurate, neglecting to show the basement that has already been built at the site."*

The Committee was also concerned to learn that overly large boundary fences had been installed and requested planning enforcement be made aware.

**Application No:** EPF/0916/23

**Officer:** Kie Farrell

**Location:** Strathallan, 20 Clays Lane, Loughton, IG10 2RZ

**Proposal:** Two storey rear extension. Formation of a new rear terrace and associated balustrade and steps at ground floor level providing access to the garden level. Erection of a two storey front extension plus associated fenestration changes.

A member of the public with an interest in this application addressed the meeting.

The Committee had NO OBJECTION to this application. However, members requested that if the local planning authority was minded to

approve the application that a condition be imposed for the side window in the master bedroom to be removed, as they believed this would impact the amenity of the neighbour caused by unnecessary overlooking.

**Application No:** EPF/1033/23

**Officer:** Muhammad Rahman

**Location:** 16 Eleven Acre Rise, Loughton, IG10 1AN

**Proposal:** Variation of condition 2 'Plan numbers' attached to EPF/1508/18 (Demolish existing house. Replace with 2 detached houses).

**\*The cover letter sets out the variations\***

The Committee NOTED the Contents of two letters of objection.

A member of the public with an interest in this application addressed the meeting.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application on the following grounds:

There has been far too much unauthorised works on this site. It was noted that the items covered in this application had previously been included in EPF/0204/23, which had already, rightly, been refused.

The increase in the height of the buildings, that were too high anyway, dominate the whole road, which was evident when approaching them along Eleven Acre Rise, and from the neighbouring properties. This had also led to the subsequent change in the level of windows, which was responsible for the overlooking and loss of amenity of neighbours at no.17. The change of glass in the balcony also resulted in loss of privacy for these neighbours.

There would be no need for increasing the height for insulation between floors unless the underfloor heating was considered subsequently. Electrics do not require extra floor thickness either. Therefore, no further increase in height should be tolerated.

Members were concerned about substituting the approved drawings for the new ones, as the local planning authority may unintentionally grant the unauthorised ground levels. They should stick with the original plans and spell out what amendments are being permitted to them rather than reissue the planning condition with the substituted drawings.

None of the proposed variations should be allowed. The dwellings should be built as per the original approved plans.

**PL428 Matters for Report**

The Planning Committee Clerk advised members that there were no Matters for Report.

Cllr Wixley requested if he could bring a couple of items to the attention of the Committee. The Chairman AGREED that the Committee would refer to these matters at the end of the agenda.

**PL429 Planning Applications**

The following planning applications were CONSIDERED, and the plans inspected.

**429.1 Application No: EPF/0772/23**

**Officer:** Rhian Thorley

**Location:** 36 Englands Lane, Loughton, IG10 2QQ

**Proposal:** Ground floor single storey side and rear extension after demolishing the garage, conservatory and one other small structure at the rear.

The Committee had NO OBJECTION to this application.

**Application No: EPF/0774/23**

**Officer:** Loredana Ciavucco

**Location:** 21 The Crescent, Loughton, IG10 4PY

**Proposal:** First floor extension, front porch and demolition of single storey garage.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, supporting the local planning authority's and Planning Inspector's previous grounds for refusal (EPF/1014/19).

The loss of a bungalow is contrary to Policy H1 of the Epping Forest District Local Plan.

The extra height and bulk would have a negative impact on the street scene. It would sit as an incongruous feature in its setting and would be detrimental of the visual amenity of this part of The Crescent.

**Application No: EPF/0829/23**

**Officer:** Kie Farrell

**Location:** 10 Rectory Lane, Loughton, IG10 2RL

**Proposal:** Demolition of the existing commercial building and construction of a new building to provide five commercial units (including workshop, showroom and office space), together with parking and landscaping.

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application on the grounds of the excessive height of the proposed units, which would result in a large overbearing construction, causing an enclosing effect and a loss of amenity for the residents in the properties of Golding's Hill.

However, members had no objection in principle to the redevelopment, welcoming the enhanced employment use, but noted that too many employment uses have been lost to residential under permitted development rights.

Therefore, the Committee requested that should the local planning authority be minded to approve the application, it includes the following:

- i. The council should enter into a section 106 agreement with the applicant to ensure the units remain for commercial use only and do not flip to residential under permitted development rights after they have been completed. The planning statement says they originally wanted a residential use, the Committee believe a planning condition was not strong enough to protect the use and could easily be appealed against.

- ii. Conditions are required to restrict the parking spaces to the users of the development and ensure the cycle spaces are provided and retained.
- iii. In order to protect the amenity of residents on Golding's Hill, the rear roof should be conditioned not to be used as a terrace and the rear glazing should be obscured – mezzanine floors could easily be inserted without the need for consent which would result in overlooking without such a condition.

**Application No:** EPF/0904/23

**Officer:** Rhian Thorley

**Location:** 13 Goldings Road, Loughton, IG10 2QR

**Proposal:** Demolition of existing lean-to and proposed single storey rear extension.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0928/23

**Officer:** Mohinder Bagry

**Location:** 1 Campions, Loughton, IG10 2SG

**Proposal:** Formation of 2 dormers as a minor detail to the front of the existing pitched roof to allow for access and natural light into the loft space.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0947/23

**Officer:** Marie-Claire Tovey

**Location:** 227 High Road, Loughton, IG10 1BB

**Proposal:** Change of use from Public House (Pub with food) (Use Class - Sui Generis) to a flexible planning use comprising a Public House (Pub with food) (Use Class - Sui Generis) and a Restaurant (Food with alcohol) (Use Class E).

The Committee NOTED the contents of two letters regarding this application.

The Committee OBJECTED to this application for change of use. Members considered this to be a community asset that should be preserved, it was important that this remained as a public house. The High Road already had too many restaurants.

**Application No:** EPF/0949/23

**Officer:** Marie-Claire Tovey

**Location:** 227 High Road, Loughton, IG10 1BB

**Proposal:** Proposed single storey side extension and internal alterations. The Committee NOTED the contents of three letters of objection.

The Committee OBJECTED to this application. As stated in the Design and Access Heritage Statement "The building has a classic neo-Georgian external appearance and is now designated as a locally listed building." This proposal would knock out the symmetry of the building. The proposed materials do not match existing and are out of keeping. It would therefore be detrimental to the setting of the building and this part of the High Road.

The extension would also result in the loss of a dedicated area for loading and unloading. The original planning permission secured this area by

condition to be reserved for loading and unloading. The owners have applied to use the service yard for tables and chairs in this location in the past. However, due to the proximity of neighbours this will risk a noise nuisance and there is no other guaranteed delivery area available near the pub.

The loss of the existing parking and delivery area would result in increased on-street parking and congestion within the vicinity of the site, to the detriment of pedestrians, the free-flowing traffic and safe operation of the surrounding highway. The front of the building lies completely within a controlled area, on both sides of the road, with zig-zag lines as part of a light-controlled pedestrian crossing. It is therefore neither safe nor legal for delivery lorries to park in front of the premises.

**Application No:** EPF/0966/23

**Officer:** Rhian Thorley

**Location:** 19 Park Hill, Loughton, IG10 4ES

**Proposal:** Garage conversion with front extension with portico. Juliet balcony to rear elevation with windows replacements and internal alterations.

The Committee OBJECTED to this application on the grounds that the proposal would result in a complete loss of character setting an unwelcome precedent.

The design was incongruous and overbearing creating a negative impact on the street scene. The proposed render finish was out of keeping. The excessive use of glass would result in light pollution and a loss of amenity for the neighbours.

**Application No:** EPF/0976/23

**Officer:** Rhian Thorley

**Location:** 25 Sedley Rise, Loughton, IG10 1LS

**Proposal:** Ground floor rear extension to form kitchen and seating area, patio area at rear with steps to garden area.

The Committee had NO OBJECTION to this application, but expressed a concern that the raised patio may affect the amenity of the neighbours caused by overlooking.

**Application No:** EPF/0992/23

**Officer:** Muhammad Rahman

**Location:** Garages at Pyrles Lane, Loughton, IG10 2NH

**Proposal:** Demolition of existing garages and the addition of 2 new 1B2P bungalows, designed to achieve Passivhaus standards, with new 8 no. parking spaces, standalone bin stores to the front of the property and private cycle stores to rears of each house.

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application as it stands. The proposed bungalows were considered unattractive, industrial looking buildings, with the proposed materials being out of keeping with surrounding properties and the attractive neighbouring Hillyfields Open Space.

Members had no objection in principle to the redevelopment of this site, believing something more in keeping and ecologically sound to fit in with the surrounding area and natural environment would be acceptable.

The Committee requested that should the local planning authority be minded to approve the application the following conditions be imposed:

- i. A gate be placed across the entrance to the Hillyfields Open Space, a designated Queen Elizabeth II Playing Field - which has the same status as Fields in Trust, to protect this land from fly-tipping which has been a previous issue; and to prevent travellers entering this site. There is also concern that the proposed parking should not be parked by just any car in the vicinity but rather the dedicated users of GROW Community Garden. This may also require the addition of the installation of CCTV. The District Council to liaise with Loughton Town Council on this.
- ii. The proposed "Timber fence with concrete posts & trellis above to site boundary perimeter to west rear garden and facing Hillyfields" will require planting of suitable shrubs and trees on Hillyfields to protect it from anti-social behaviour, vandalism / graffiti. The District Council to liaise with Loughton Town Council on this.
- iii. No building works to encroach onto Hillyfields Open Space to protect it from any possible damage during the construction of this development.
- iv. Access to this site to be retained at all times for emergency vehicles and for users of GROW Community Garden.
- v. The committee regretted the loss of a residential garden and thought the minimum required amount of garden land should be turned over to parking.
- vi. The use of grasscrete as a permeable treatment for the proposed parking spaces at the site was regarded as preferable. This would enhance the appearance, aid drainage and unlike tarmac would offer the possibility of easily returning it to garden.

**Application No:** EPF/0998/23

**Officer:** Marie-Claire Tovey

**Location:** 4 Tycehurst Hill, Loughton, IG10 1BU

**Proposal:** Proposed roof on existing side and rear extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it would be detrimental to the townscape. The roof should be hipped like it is as built.

**Application No:** EPF/1017/23

**Officer:** Robin Hellier

**Location:** 21 Brook Road, Loughton, IG10 1BW

**Proposal:** TPO/CHI/02/70 (Ref: A3)

T1: Ash - Crown reduce by up to 3m, as specified.

T2: Sycamore - Removed selected branch, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

**Application No:** EPF/1022/23

**Officer:** Rhian Thorley

**Location:** 12 Englands Lane, Loughton, IG10 2QQ

**Proposal:** The proposal is to extend and upgrade the property as well as to provide off street parking in order to create a comfortable family home of 100 Sqm GIA. A two story extension is proposed for the rear of the property with the 1st floor set back from the boundaries of the site in order to avoid overshadowing neighbours. The 1st floor is also set back by 1.5 from the rear of the ground floor extension in order to appear less dominant to the surrounding neighbours and has a crown roof to reduce the overall height of the 1st floor element of the extension and so further mitigate the dominance of the overall proposal.

The ground floor provides additional family living space and improves access to the garden via a bifolding door and the addition of a bathroom. The first floor extends the existing small box bedroom into a master bedroom.

Externally the addition of onsite parking to the front of the property aims to remove the necessity for the residents to park on the street. Permeable paving will be used to avoid drainage run off and to allow water to penetrate the ground beneath gradually.

To the rear of the property a small patio will be added as the garden falls towards the current property. as this unmitigated could cause damp or flooding issues the patio will allow for drainage away from the façade of the house as well as providing amenity space that replaces the existing decking. As with the onsite parking permeable paving will be used to avoid drainage run off and allow for gradual drainage.

The Committee had NO OBJECTION to this application.

However, if the local planning authority was minded to grant this application, members requested the following conditions be included:

- i. the provision of off-street parking – the dropped kerb should be limited to the width of one vehicle only; and
- ii. landscaping with native planting to soften the appearance and support wildlife.

**Application No:** EPF/1028/23

**Officer:** Alastair Prince

**Location:** 166 Borders Lane, Loughton, IG10 3RZ

**Proposal:** Proposed vehicle crossing 3 drop kerb lengths (2.7 metres) and 2 ramp kerbs (1.8 metres).

The Committee NOTED the contents of a letter of objection.



The Committee had NO OBJECTION to this application on condition that the crossovers are limited to one car width only. The grass verges are to be reinstated and retained on a permanent basis. Members requested grasscrete be used for the crossover to allow suitable drainage and to maintain the appearance.

**429.2 Deemed Permission – provided for information only:**

The Committee NOTED the following applications:

**Application No:** EPF/0977/23

**Officer:** Alastair Prince

**Location:** 33 Hazelwood, Loughton, IG10 4ET

**Proposal:** Certificate of lawful development for a new dormer extension to the main rear roof slope.

**Application No:** EPF/0983/23

**Officer:** Alastair Prince

**Location:** 33 Hazelwood, Loughton, IG10 4ET

**Proposal:** Certificate of lawful development for proposed new window to replace garage door, alterations to existing window and door openings to rear and side elevations (ground floor).

**Application No:** EPF/0985/23

**Officer:** Alastair Prince

**Location:** 49 Consort House, Forest View Road, Loughton, IG10 4DY

**Proposal:** Certificate of lawful development for a proposed single storey side extension, hip to gable loft conversion with flat roofed dormer to rear.

**Application No:** EPF/1040/23

**Officer:** Mohinder Bagry

**Location:** 72 Etheridge Road, Loughton, IG10 2HY

**Proposal:** Certificate of lawful development for existing rear outbuilding 4.28 Meter in depth, at 2.50 Meter height of Eaves.

**429.3 Others – provided for information only:** EPF/1000/23 and EPF/1100/23

The Committee NOTED the information received from Epping Forest District Council.

**PL430 Decisions**

**430.1 Decisions by Epping Forest District Council**

No decision notices had been received.

**PL431 Licensing Applications**

No licensing applications had come to the attention of officers.

**431.1 Additional Consultation under Licensing Act 2003**

**For Information Only:** Epping Forest District Council, the local licensing authority, advised that as from 1 June 2023 it will no longer be undertaking direct consultation with residential and business properties within 150 metres of premises that are subject to an application submitted under the Licensing Act 2003.

The Committee NOTED the information received from the local licensing authority, Epping Forest District council.

Members deplored this decision, believing it would impact residents, who would be detrimentally affected by licensing applications, from commenting on such applications.

**PL432 Enforcement and Compliance**

**432.1** No reports had been received.

**PL433 Matters for Report**

**433.1 46 Pyrles Lane, EPF/0385/23 – Application for Variation of Condition (Min no PL385.1)**

Cllr Wixley sought to bring the attention of the Committee to the above previous application, regarding delivery times. Cllr Wixley informed the Committee that the delivery times could not exceed the opening times of the business, which its comments had alluded to. Members however reassured Cllr Wixley that they had been aware of this, but considered the application had not been specific enough, thus their submitted comments to this proposal.

**433.2 EFDC Weekly List Details**

Cllr Wixley reported that applications listed on EFDC's Weekly List no longer identified which neighbours had been consulted on matters listed. This made it difficult for him to undertake his role as Ward Councillor when dealing with planning issues that would impact neighbouring residents.

The Planning Committee Clerk advised that this was an issue to be taken up with EFDC, as LTC had no control/involvement regarding the planning portal. It was agreed that LTC Planning and Licensing Committee would support him, by making representations to EFDC in this regard.

**Signed:** .....

**Date:** 12 June 2023