

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 18 March 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court**

**Committee Members:**

**Councillors:** C Davies (in the Chair)  
W Kauffman S Murphy K Rainbow  
G Wiskin B Cohen (as substitute for Cllr Riley)  
S Fontenelle (as substitute for Cllr Abraham)

**Also present:** Cllr M Stubbings

**Officers:** Mark Squire (Town Clerk – until agenda item 4, Matters for Report)  
Debra Paris (Planning Committee Clerk)

4 Members of the public

**PL605 Apologies for Absence**

Apologies for absence were received from Cllrs Riley and Abraham. Cllrs Cohen and Fontenelle had been nominated as their respective substitutes for this meeting.

**PL606 Declarations of Interest**

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

- i. EPF/0061/24 – 47 Harwater Drive, owing to comments received from the Loughton Residents Association Plans Group (LRAPG); and
- ii. EPF/0369/24 - Annexe, 15 Greenfields Close, following comments received from the Town Mayor, Cllr Stubbings, in respect of this application.

**PL607 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 4 March 2024 were CONFIRMED as a correct record and signed by the Chairman.

The Committee AGREED to bring forward the following application, listed under agenda item 6.2, as a member of the public present wished to address the meeting regarding this proposal. The Chairman advised that the Committee did not usually comment on these applications but considered this particular proposal merited comment.

**PL608 Deemed Permission – provided for information only:**

The following planning application was CONSIDERED, and the plans inspected

**608.1 Application No:** EPF/0369/24

**Officer:** Samuel Finnis

**Location:** Annexe, 15 Greenfields Close, Loughton, IG10 3HG

**Proposal:** Certificate of lawful development for existing use as a separate self-contained dwelling of the annex permitted by application reference EPF/2710/15, in breach of condition 3 of that permission.

The Committee NOTED the contents of a letter of objection.

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

The Committee OBJECTED to this application stating it would set an outrageous precedent. Enforcement Officers should be taking more rigorous action when such conditions are breached in order to prevent this type of furtive behaviour circumventing planning regulations.

The Committee considered the contents of the Statutory Declaration made by the applicant, but considered there was insufficient evidence to support the claims that the converted garage had been used as a separate dwelling for that period of time. No utility or council tax bills had been provided in support of the claims made.

Members believed a Breach of Condition Notice should be served on the applicant, and that further satisfactory proof must be provided to sustain the applicant's claim.

The Town Clerk and speaker left the meeting.

**PL609 Matters for Report**

**609.1 Notices of Appeal**

**609.1.1 EPF/2067/23 – 47 Hillcrest Road, Loughton, IG10 4QH.**

**Proposal: Replacement dwelling. Resubmission of refused application: EPF/1429/23. (Appeal ref no: APP/J1535/W/23/3335797 – Min no PL515.1)**

The Committee reiterated its previous comments for this application, which were:

*“The Committee had NO OBJECTION to this application. Members requested that the applicant adheres to the Tree and Landscaping Officer’s condition.”*

**609.1.2 EPF/1645/23 – 4 Prescott Green, Loughton, IG10 2AQ.**

**Proposal: A single storey, ground floor extension to the rear of existing property. Proposed work would extend to 3.5m (outside wall), meaning this would not fall under permitted development. (Appeal ref no: APP/J1535/D/24/3337145 – Min no PL515.1)**

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

**PL610 Permitted development rights consultation: changes to support householder development, building upwards, demolition and rebuild, and the installation of electric vehicle charge points and air source heat pumps - Department for Levelling Up, Housing and Communities - Citizen Space.**

The Committee AGREED to defer this item to the next Planning and Licensing Committee meeting on 2 April 2024, to allow further time to consider its response to the proposals in this consultation.

**PL611 Planning Applications**

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

**611.1 Application No: EPF/0061/24**

**Officer: Amy Hallett**

**Location: 47 Harwater Drive, Loughton, IG10 1LP**

**Proposal: Proposed single storey ground floor side and rear extension.**

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating the elevations did not match the plans. The rear windows did not match, and on the rear elevation, it looked as though the extension extended slightly beyond the rear of the house, whereas it did not on the ground floor plan.

Members requested that the current application be invalidated, and that the applicant submit an amended proposal for consideration.

**Application No:** EPF/0217/24

**Officer:** Samuel Finnis

**Location:** 53 River Way, Loughton, IG10 3LJ

**Proposal:** Original garage taken down since it was leaking and unsafe. It was rebuilt into Garden / Games / Storage Room. It was also extended by 120cm.

Members deplored the retrospective nature of this application and questioned why it had taken so long for the applicant to submit it.

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 extension to remain ancillary to the main dwelling.

**Application No:** EPF/0373/24

**Officer:** Amy Hallett

**Location:** 11 Bushfields, Loughton, IG10 3JT

**Proposal:** Proposed of single storey rear extension within 3 metres with a flat roof and 2 rooflights; and alternations of fenestration. Single storey front extension and porch, pitched roof and change of fenestrations.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0393/24

**Officer:** Amy Hallett

**Location:** 24 Lower Road, Loughton, IG10 2RT

**Proposal:** Single storey rear extension, part first floor rear extension and porch. The extensions will have minimal impact on the street scene and are within 45 deg. angle of the window to the attached neighbour.

The Committee had NO OBJECTION to this application.

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

The Committee NOTED the following applications:

**Application No:** EPF/0367/24

**Officer:** Murtaza Poptani

**Location:** Keepers Cottage, 40 Baldwins Hill, Loughton, IG10 1SF

**Proposal:** Certificate of lawful development for a proposed outbuilding.

**Application No:** EPF/0378/24

**Officer:** Murtaza Poptani

**Location:** 59 Parkmead, Loughton, IG10 3JW

**Proposal:** Certificate of lawful development for a proposed rear dormer (Volume added is less than 40cum 200mm from outer edge of eaves to edge of enlargement/dormer left) in connection with a loft conversion.

**611.3 Others – provided for information only: EPF/0248/24, \*EPF/0322/24 and EPF/0325/24**

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

\*EPF/0322/24 – 11 Westall Road, Loughton, IG10 2AF

**Proposal:** Prior approval for a 6 metre deep single storey rear extension (addition of 3 metres to existing) height 2.55 metres and eaves height 2.5 metres (Amended application).

\* The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the proposal was creating a negative impact on the amenity of the neighbour at no 13, resulting in a loss of sun/daylight.

Members considered the neighbour at no.13, who is a council tenant, and who had already been severely impacted by neighbouring developments should be supported by Epping Forest District Council, her landlord, in an application for a loss of daylight report.

**PL612 Decisions**

**612.1 Decisions by Epping Forest District Council**

The Committee NOTED the decisions for February 2024.

**PL613 Licensing Applications**

**613.1 Application for a pavement licence – Dada, 31 Station Road, Loughton, Essex, IG10 4NZ.**

The Committee RATIFIED the comments submitted to the Licensing Officer at Epping Forest District Council, under delegated powers of authority, in order to meet the consultation deadline which were:

“The Committee had NO OBJECTION to this application.”

**PL614 Enforcement and Compliance**

No reports had been received.

**Signed:** .....

**Date:** 3 April 2024