

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 17 March 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court**

**Committee Members:**

**Councillors:** C Davies (in the Chair)  
W Dodd                      K-W Lee                      R Minhas  
S Murphy                      J Riley                      C Ubah

**Also present:** Cllr D Wixley  
Cllr S Fontenelle (arrived during minute no PL198.1)

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

9 Members of the public.

**PL194 Apologies for Absence**

No apologies for absence were received for this meeting.

**PL195 Declarations of Interest**

The Committee declared a non-pecuniary interest in planning applications: EPF/0064/25 – 2 The Uplands and EPF/0313/25 – 4-4a Valley Hill, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Riley declared a non-pecuniary interest in planning applications EPF/0423/25 - 147 High Road, as was a client of this company; and EPF/0465/25 – 20 Albion Park, as he lives nearby.

Cllr Wixley declared a non-pecuniary interest in planning application EPF/0313/25 – 4-4a Valley Hill. He explained to members of the public present, that he was attending the meeting in his capacity as a Whitebridge Ward Councillor as a representative, this site being located within that ward. However, not being a member of the Planning Committee he would not be able to vote on this application.

**PL196 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 3 March 2025 were CONFIRMED as a correct record and signed by the Chairman.

**PL197 Matters for Report**

There were no matters to report.

**PL198 Planning Applications**

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

**198.1 Full Planning Permission:**

**Application No:** EPF/0064/25

**Officer:** Muhammad Rahman

**Location:** 2 The Uplands, Loughton, IG10 1NH

**Proposal:** Proposed new self-build dwelling (resubmission of EPF/2928/20).

The Committee NOTED the contents of 7 letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the grounds that it failed to sufficiently address the previous refusal reasons for EPF/2928/20, of the local planning authority which were upheld by the Appeal Inspector.

The application was considered to be garden grabbing. Dwellings on The Uplands are substantial in the main and set in large plots, this proposal offers minimal changes to the dimensions of the previous application and would therefore be out of keeping with the street scene, negatively impacting the character of The Uplands. It would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

Members noted that no plan showing the proposed dwelling, and the surrounding buildings had been submitted. This would have illustrated the proximity of the proposed to the existing properties. However, the rear garden would be quite short, sited only a short distance from the boundary with the rear garden of 4 The Uplands and immediately adjacent to the boundary with the rear garden of no 2 The Uplands. This would increase the sense of enclosure felt by occupiers when using those gardens, adversely affecting their outlook, and harming the living conditions of occupiers of those properties.

The proposed window at the rear, while sited at 1.7m, no statement is included as to whether this would be closed or frosted. This window would overlook many of the houses along The Uplands, impacting privacy, and raising the question of whether it would be appropriate for the residents of the new dwelling.

The proposed parking width should be increased from 2.5 to 3m as per the Essex County guidelines (for between structures), to ensure it would accommodate a standard/medium sized car without having to resort to parking in the street. The house footprint would therefore have to be reduced accordingly.

The proposal would have an adverse effect on flood risk in the area with regard to surface water flooding. As a result, it would not be in accordance with LP Policy DM16 which seeks, amongst other things, to ensure that surface water is managed using the most appropriate sustainable drainage solution.

The proposal offers no biodiversity gain. The application fails to mention that a mature garden was stripped bare before the previous application was submitted causing a negative impact on wildlife. This area is known to have a Stag Beetle population that has been reported to the City of London Environmental Department and the Peoples Trust for Endangered Species. The proposal would also negatively impact the EF SAC caused by additional vehicle movements.

Members understand that the applicant no longer owns the property at no 2 The Uplands, which would therefore invalidate the right to the proposed self-build criteria.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Cllr Fontenelle arrived during the above item. He confirmed that he had no Declarations of Interest for any agenda items and that he would not be recording the meeting.

**Application No:** EPF/0313/25

**Officer:** Alex Sadowsky

**Location:** 4-4a Valley Hill, Loughton, IG10 3AA

**Proposal:** Demolition of existing buildings/structures and erection of 3 no. two-storey buildings to provide 1 no. commercial (Class E) unit fronting Valley Hill with a 2 bed flat above, 2 no. 2 bed dwellings at rear, and 2 no. 2 bed dwellings fronting Malvern Gardens.

The Committee NOTED the contents of 7 letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application stating it was an overdevelopment of the site. The proposal represented filling in back gardens and would create a negative impact on the street scene.

Previous applications for far smaller developments at this site (planning applications EPF/0858/13 and EPF/2229/14), were refused in 2013 and 2014. This proposal, which is larger in scale, fails to address those reasons for refusal, i.e., overdevelopment, poor design, harm to residential amenity, and flood risk.

According to the application EPF/2229/14 for two houses on land (used for garages) of 2 Malvern Gardens, the application was refused due to Flood Risk Zone 2 (as the sole reason). The flood risk map indicated that the houses on the north side of Malvern Gardens were located in this zone and the land dips down towards the rear gardens where it is at most risk.

The Planning Statement includes a section on Flood Risk but only addresses the surface treatment and drainage, not the level at which the proposed dwellings would sit. The flood risk would increase due to climate change.

Unless the planning policy has changed the application will be subject to the same reason for refusal. In particular, the units 3 and 4 are 60cm below the pavement of Malvern Gardens. Members noted that there was no information on the surface water and foul drainage for these units below the adjacent street/road levels. It is not clear from the map at what level the flood water level is/will be. Any development would have to take this into account. For example the construction could be raised to mitigate the flooding of the ground floor, however, this may create other planning problems.

The proposed dwelling on Malvern gardens is forward of the general building line. Aligning with the existing building line by moving the proposed dwelling into the garden would likely create other issues.

Heat pumps are not included in the drawings. Siting of these can be critical to avoid nuisance to neighbours' amenity, or the usage of one's own garden, impacting the amenity of the residents of these dwellings.

Given that the development is for 5 units/ 25 inhabitants, the Transport and Design Statements in proposing non-car usage are not practical. Hence on-site parking is necessary. This area already suffers from severe parking stress, which would be exacerbated by the loss of existing garages and the increase in number of residents.

The proposal affords a high risk of security from crime for units 3, 4 and 5. Units 3 and 4 would have a poor outlook from the ground floor habitable spaces (living, dining and sleeping). The ground floor rooms rely heavily on rooflights for daylight. Inadequate rear gardens (3.3 to 3.5m deep) are proposed, regardless of the green roof.

The ground floor plan is deceptive in that the first floor overhangs the garden. It should be noted that the ground and first floor plans do not correlate fully. The garden for No.3 would be gloomy as it is very much in a well.

Although refuse storage is provided it is too far away from the road and the filled bins would have to be wheeled up a ramp of approximately 11m long/rise of 900mm. Loughton domestic refuse collection is collected on the pavement.

The flat above the commercial unit has inadequate space at the entrance.

Rainwater downpipes should not discharge into the 2 Valley Hill plot.

The zinc clad building on Malvern Gardens would be wholly out of character with the remainder of the street. Materials should be changed to something more sympathetic.

Units 3 and 4, by reason of their bulk, height and proximity, represent unacceptable back land development; they would provide an inadequate standard of amenity and should be deleted from the scheme. These dwellings would be too close to neighbours resulting in overlooking and noise pollution, negatively impacting the amenity of those neighbours.

The proposal would be contrary Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

The Committee AGREED to consider the following two applications, EPF/0406/25 and EPF/0407/25, together as they were linked.

**Application No:** EPF/0406/25

**Officer:** Rhian Thorley

**Location:** Footpath outside 222 High Road Loughton (Easting (x) 542322; Northing (y) 196358)

**Proposal:** Installation of 1No. BT Street Hub Unit and associated advertisement panels on either side of the unit.

**Consent to Display an Advertisement:**

**Application No:** EPF/0407/25

**Officer:** Rhian Thorley

**Location:** Footpath outside 222 High Road Loughton (Easting (x) 542322; Northing (y) 196358)

**Proposal:** Advertisement consent for Installation of 1No. BT Street Hub Unit and associated advertisement panels on either side of the unit.

The Committee OBJECTED to these applications stating the proposed street hub and associated advertisement panels at 3m high was excessive. The proposal would result in a negative impact, caused by light pollution, on the amenity of residents living in the dwellings above the retail outlets on this part of the High Road.

The position of the illuminated hub at this location on the High Road was highly inappropriate. It would be too close to the junction / crossing creating a dangerous distraction to drivers.

Members considered a much smaller screen sited on a nearby wall would be less intrusive on the streetscape and less distracting for drivers.

The Committee also considered that, with the upward trend in mobile screen time continuing, the estimated number of advertisements viewed daily across all media, by an average person in the UK, could reach to nearly 25,000 by 2028, mainly driven by increased mobile usage and digital ad saturation. With that in mind, the Committee questioned if an application such as this was either necessary or appropriate for the High Road at all.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

**198.2 Householder Planning Permission:**

**Application No:** EPF/0357/25

**Officer:** Suleman Uddin

**Location:** 8 The Greens Close, Loughton, IG10 1QE

**Proposal:** Single storey rear extension.

The Committee OBJECTED to this application on the grounds of the proposed depth. The rear extension of the adjoining neighbour was approximately 3.4m.

Members considered the existing kitchen/dining room could be integrated into a shorter extension. The removal of the existing rear wall and integration would also introduce much needed daylight into the middle area.

**Application No:** EPF/0359/25

**Officer:** Rhian Thorley

**Location:** 49 Lower Park Road, Loughton, IG10 4NB

**Proposal:** Demolition of existing rear extension and construction of a single-storey rear and side infill extension. Extension of existing dormer at second floor. Changes to fenestration at side and rear.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0372/25

**Officer:** Rhian Thorley

**Location:** 28 Ollards Grove, Loughton, IG10 4DW

**Proposal:** Proposed basement under previously approved extension scheme under reference EPF/0941/24.

The Committee OBJECTED to this application, supporting the holding objection of the Tree & Landscaping Officer, contrary to Policy DM5 of the Epping Forest District Local Plan 2011-2033 (2023), for an Arboricultural Report to be provided in respect of this proposal.

**Application No:** EPF/0378/25

**Officer:** Muhammad Rahman

**Location:** 32 The Avenue, Loughton, IG10 4PX

**Proposal:** Garage Extension, Rear Single Storey Extension, Loft Conversion.

The Committee OBJECTED to this application on the grounds that the proposed large dormer windows would have a detrimental effect on the street scene, resulting in the property being out of character with other houses in the road. The dormers would also create a negative impact on the amenity of neighbours on both sides.

**Application No:** EPF/0394/25

**Officer:** Rhian Thorley

**Location:** 40 Marjorams Avenue, Loughton, IG10 1PU

**Proposal:** Single storey outbuilding for ancillary use.

The Committee OBJECTED to this application on the grounds that the outbuilding was excessively tall and wide. Members also supported the HOLDING OBJECTION of the Tree & Landscaping Officer, for this application, on the grounds that it is contrary to Policy DM5 of the Epping Forest District Local Plan 2011-2033 (2023).

**Application No:** EPF/0403/25

**Officer:** Rhian Thorley

**Location:** 62 Wellfields, Loughton, IG10 1NY

**Proposal:** Two storey rear and side extension.

The Committee OBJECTED to this application, stating it was similar to the previous refused application EPF/2548/24. The major objection is to the depth of the rear extension against the party wall. The extension is too close to the first floor window and would impact the amenity of the neighbour at no.60.

**Application No:** EPF/0444/25

**Officer:** Mohinder Bagry

**Location:** 16 Kenilworth Gardens, Loughton, IG10 3AG

**Proposal:** Rear single storey extension and single storey side extension, change of existing flat roof to pitched with gable end and addition of rooflights.

The Committee OBJECTED to this application on the grounds of the depth of the extension. The property has already been extended to approximately

2.5m from the main rear wall. This would dramatically exceed the 45 degree projection from the neighbour's bay window. The elevation adjoining no.14 should be within the permitted dimension.

**Application No:** EPF/0454/25

**Officer:** Mohinder Bagry

**Location:** 39 Barfields, Loughton, IG10 3JH

**Proposal:** Proposed two storey side and part rear extension, single storey rear extension and extended front porch.

The Committee OBJECTED to this application, reiterating its previous objection, Min no PL112.1, which was:

*"The Committee OBJECTED to this application on the grounds that the proposal would create a terracing effect, negatively impacting the street scene and setting a precedent for the neighbour to do the same.*

*The rear extension (against No.37) intersects with the sightline from No.37. It needs to be reduced to 3m to negate the impact on the neighbour.*

*The proposed balcony at first floor level was unacceptable as it would result in overlooking of the neighbour."*

Members considered a hip end roof would be preferable for this proposal.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee, should the Local Planning Authority deem this application suitable to be referred for a decision.

#### **198.3 Consent to Display an Advertisement**

**Application No:** EPF/0423/25

**Officer:** Rhian Thorley

**Location:** 147 High Road, Loughton, IG10 4LY

**Proposal:** 1 x Fascia Sign (Sign A), 1 x Fascia Sign (Sign B), 1 x Window Vinyl (Sign C), 1 x metal sign to the right of the main door (Sign D), 1 x Fascia Sign (Sign E), 1 x Fascia Sign (Sign F), 1 x Fascia Sign (Sign G), 1 x Window Vinyl (Sign H), 1 x Window Vinyl (Sign J), 1 x sign on gate (Sign K) and 1 x A-Board (Sign L).

The Committee had NO OBJECTION to this application.

#### **198.4 Consent under Tree Preservation Orders:**

**Application No:** EPF/0402/25

**Officer:** Robin Hellier

**Location:** 86 Homecherry House, High Road, Loughton, IG10 4QU

**Proposal:** TPO/EPF/09/82 (Ref: T2, T3)

T1, T2: Sycamore - Crown reduce to previous pruning points, 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.

Members drew the attention of the Tree Officer to the ivy covering this tree, which they considered should be removed as it was likely to impact the health of this protected tree.

**Application No:** EPF/0465/25

**Officer:** Robin Hellier

**Location:** 20 Albion Park, Loughton, IG10 4RB

**Proposal:** TPO/EPF/05/87

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

TPO/EPF/27/88

T6: Willow - Crown reduce to previous points, 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.

**198.5 Deemed Permission and Others– provided for information only:**

The Committee NOTED the following applications:

**Application No:** EPF/0376/25

**Officer:** Klajdi Koci

**Location:** 91 Willingale Road, Loughton, IG10 2DD

**Proposal:** Certificate of Lawful Development for a proposed loft conversion with rear dormer, Juliet balcony and front skylights.

**\*\* The dormer is too wide. It should be set back from the side elevation and moved away from the party wall to avoid future terracing of dormers. Members believed there was inadequate headroom in the proposed loft.**

**Application No:** EPF/0380/25

**Officer:** Rhian Thorley

**Location:** 10 Spareleaze Hill, Loughton, IG10 1BT

**Proposal:** Application for approval of details reserved by condition 4 'Construction Management' on planning application EPF/2105/24 (Prior approval for the formation of a first floor utilising the same design as the original house. The proposed upward extension will be formed on the principal part of the dwelling finished in facing brick to match the existing property. The upward extension maintains the same fenestration detailing as the original property as well as the same profile as the original roof form).

**Application No:** EPF/0384/25

**Officer:** Klajdi Koci

**Location:** 17 Austen Close, Loughton, IG10 3TX

**Proposal:** Certificate of lawful development for a proposed addition of a new rear window.

**Application No:** EPF/0391/25

**Officer:** Mohinder Bagry

**Location:** 15 Drayton Avenue, Loughton, IG10 3DF

**Proposal:** Certificate of Lawful Development for proposed hip to gable loft conversion with rear dormer and front roof lights.

**\*\* Members believed there was inadequate headroom in the proposed loft.**

**Application No:** EPF/0401/25

**Officer:** Muhammad Rahman

**Location:** 1 Langston Road, Loughton, IG10 3SD

**Proposal:** Application for approval of details reserved by condition 11 (Biodiversity Enhancement Strategy) 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) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

**Application No:** EPF/0417/25

**Officer:** Muhammad Rahman

**Location:** 1 Langston Road, Loughton, IG10 3SD

**Proposal:** Application for approval of details reserved by condition 10 External Finishes 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) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

**Application No:** EPF/0427/25

**Officer:** Klajdi Koci

**Location:** 11 Brooklyn Avenue, Loughton, IG10 1BL

**Proposal:** Certificate of lawful development for hip to gable roof extension and rear dormer in connection with a loft extension.

**Application No:** EPF/0433/25

**Officer:** James Rogers

**Location:** 17 Habgood Road, Loughton, IG10 1HF

**Proposal:** Prior approval for a 5.0m deep single storey rear extension (height to eaves 2.30m and maximum height 2.80m).

**Application No:** EPF/0455/25

**Officer:** Muhammad Rahman

**Location:** 1 Langston Road, Loughton, IG10 3SD

**Proposal:** Application for approval of details reserved by condition 9 (Hard and Soft Landscaping) 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) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

**PL199 Decisions**

**199.1 Decisions by Epping Forest District Council**

The decision notices for February 2025 were NOTED.

**PL200 Licensing Applications**

No Licensing Applications had come to the attention of officers.

**PL201 Enforcement and Compliance**

No reports had been received.

**PL202 Addendum Agenda Item**

**202.1 Councillor Request for Leave of Absence**

Members AGREED the request from Cllr Obaseki for a 3 month period leave of absence on medical grounds.

**Signed:** .....

**Date:** 31 March 2025