

*THESE MINUTES NOT YET CONFIRMED*

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 23 June 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

**Also present:** Cllr J Obaseki

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

**PL255 Apologies for Absence**

Apologies for absence were received from Cllr Ubah for this meeting, no substitute had been nominated.

**PL256 Declarations of Interest**

The Committee declared a non-pecuniary interest in planning applications, EPF/1038/25 – 56 Hereward Green and EPF/1107/25 – 44 Upper Park, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

**PL257 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 9 June 2025 were CONFIRMED as a correct record and signed by the Chairman.

**PL258 Matters for Report**

**258.1 Epping Forest District Council, Planning Committee A to consider Planning Application EPF/0137/25 – 45 Sparelease Hill, IG10 1BS**

Cllr Riley confirmed that he would attend this meeting to make representations on behalf of the Planning and Licensing Committee against the above application.

Cllr Obaseki confirmed that she would either attend the meeting or observe on the webcast, as this application falls within her Ward.

**PL259 Planning Applications**

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

**259.1 Full Planning Permission:**

**No Matters Were Listed Under This Permission.**

**259.2 Householder Planning Permission:**

**Application No:** EPF/0872/25

**Officer:** Klajdi Koci

**Location:** 20 Brooklyn Avenue, Loughton, IG10 1BL

**Proposal:** Erection of single-storey side/front extension.

The Committee had NO OBJECTION to this application. However, members expressed a concern that the side extension should be set back by at least one brick (225mm), or preferably 300mm, to maintain hierarchy of the main house and to also allow a different window type. This would enhance the street scene and be in accordance with Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

**Application No:** EPF/1014/25

**Officer:** Klajdi Koci

**Location:** 12 The Meadway, Loughton, IG10 3AN

**Proposal:** Single storey rear extension with pitched roof.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1033/25

**Officer:** Mohinder Bagry

**Location:** 15 Roundmead Close, Loughton, IG10 1QD

**Proposal:** Demolition of existing garage and build two storey extension.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1038/25

**Officer:** Caroline Brown

**Location:** 56 Hereward Green, Loughton, IG10 2HF

**Proposal:** Proposed erection of detached building for use as ancillary residential annexe.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the basis that the proposed unit was below the recommended size prescribed in the nationally described minimum space standards. The accommodation would overlook neighbouring properties on Hereward Green as a result of the short depth of the garden.

Members noted that an Arboricultural Report was submitted by the applicant but does not appear to have been referred to Epping Forest District Council Tree & Landscaping Officers for a response. There are TPO'd trees on site that will be impacted by this proposal. Comments from Tree Officer's should therefore be sought.

**Application No:** EPF/1102/25

**Officer:** Klajdi Koci

**Location:** 21 Wellfields, Loughton, IG10 1PB

**Proposal:** Retrospective consent for 4 no linked air conditioning units to the side of the house.

Members deplored the retrospective nature of this proposal, and for the blatant disregard of the planning process, following the applicant's withdrawal of the previous application in 2023, but installing the units anyway.

The Committee OBJECTED to this application stating that the air conditioning units negatively impact the amenity of the neighbours at no 19, caused by noise pollution and creating an eyesore, contrary to Policies DM9 and DM21 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members considered the units should be relocated to the rear of the host dwelling to negate the impact on the neighbours.

**Application No:** EPF/1107/25

**Officer:** Suleman Uddin

**Location:** 44 Upper Park, Loughton, IG10 4EQ

**Proposal:** Installation of a fence and gate (retrospective).

The Committee NOTED the contents of a letter of objection.

Members deplored the retrospective nature of this proposal.

The Committee OBJECTED to this application, stating the fence is out of character with this part of Upper Park, by reason of its height, use of materials and solid design. Railings would be a preferable option rather than a solid fence, in accordance with Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members noted that some of the examples provided in the application do not appear to have planning consent either and are irrelevant; and that there are contrary statements made in the justification report.

**Application No:** EPF/1108/25

**Officer:** Suleman Uddin

**Location:** 44 Upper Park, Loughton, IG10 4EQ

**Proposal:** Construction of 2no. outbuildings in rear garden (retrospective).

Members deplored the retrospective nature of this proposal.

The Committee OBJECTED to outbuilding 2, in this application, on the basis of the negative impact this has created for the amenity of the neighbours. Members also considered this had resulted in an overdevelopment of the site.

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

**Application No:** EPF/1125/25

**Officer:** Robin Hellier

**Location:** Shelter 17m From 59 Maple Gate 7m From A1168, Rectory Lane, Loughton, IG10 1PR

**Proposal:** TPO/EPF/03/88 (Ref: T1, T2, T5, G1, G2)

G1: Ash - Selective prune away from street lighting, signage and footpath, as specified. Crown lift by up to 5.2m, as specified.

T2: Ash - Selective prune away from street lighting, as specified. Remove epicormic growth up to 5.2m from ground, as specified.

T3: Ash - Crown lift by up to 5.2m away from bus shelter, as specified.

T4, G5: Lime - Crown lift by up to 5.2m, 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.

### **259.4 Deemed Permission and Others— provided for information only:**

The Committee NOTED the following application:

**Application No:** EPF/1025/25

**Officer:** Suleman Uddin

**Location:** 60 The Uplands, Loughton, IG10 1NH

**Proposal:** Certificate of Lawful Development for a proposed single storey rear extension.

**PL260 Decisions**

**260.1 Decisions by Epping Forest District Council**

The Committee NOTED the decision notices for May 2025.

**PL261 Licensing Applications**

**261.1 Street Trading application: Outside 216, High Road, Loughton, IG10 1ET**

The Committee had NO OBJECTION to this application.

**PL262 Enforcement and Compliance**

No reports had been received.

**Signed:** .....

**Date:** 7 July 2025