

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 18 August 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:**

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

5 Members of the public.

**PL291 Apologies for Absence**

The Planning Committee Clerk advised that no apologies for absence had been received. However, the Chairman later confirmed she had received apologies, electronically, from Cllr Ubah for this meeting.

**PL292 Declarations of Interest**

The Committee declared a non-pecuniary interest in Planning Applications EPF/1432/25 – 22 Crossfields, IG10 3PY and EPF/1451/25 – 4 Little Goldings, IG10 2RZ, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Lee declared a non-pecuniary interest in planning application EPF/1474/25 – 6 Tewkesbury Close, IG10 3NT, listed under “Others – for information”, as he had a previous interest in this site. Cllr Lee confirmed he would therefore not comment on this application, should the Committee decide to do so.

Cllr Riley declared a non-pecuniary interest in planning application EPF/1453/25 – Corner Garth, Nursery Road, IG10 4EF, as being a local Ward Councillor representing Forest Ward, he had been involved in reporting planning breaches at this site to Enforcement Officers at Epping Forest District Council and had an active interest in this application.

The Committee AGREED to bring forward planning applications: EPF/1453/25 – Corner Garth, Nursery Road, IG10 4EF, EPF/1451/25 – 4 Little Goldings, IG10 2RZ, and EPF/1474/25 – 6 Tewkesbury Close, IG10 3NT, following Agenda item 3, Confirmation of Minutes, as members of the public present at the meeting had an interest in these applications.

**PL293 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 4 August 2025 were CONFIRMED as a correct record and signed by the Chairman.

**PL294 Planning Applications**

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

**Application No:** EPF/1453/25

**Officer:** Caroline Brown

**Location:** Corner Garth, Nursery Road, Loughton, IG10 4EF

**Proposal:** Variation to condition 2 'Plan numbers' of EPF/1780/23 (Proposed improvements and extensions).

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

The Committee STRONGLY OBJECTED to this application on the grounds that the breaches to the approved planning application, EPF/1780/23, were not minor amendments and should not be considered under an Application for Variation to Condition 2.

The design proposed in the variation was of very poor quality/character through the loss of form, detailing, change of fenestration and entrances, resulting in a severe deterioration of the street scene. This application had only been submitted as a result of Enforcement proceedings being instigated.

Condition 2 of the approved planning application, EPF/1780/23, had been flagrantly ignored at this site, the built form was not representative of any of the several planning applications submitted for the proposed renovation of this dwelling, which had gone through a lengthy process. The application completely flouted the planning process.

The 'built form' was an overdevelopment, exceeding the proposed footprint and had changed in height. The materials, fenestration, removal of chimney and entrance doors were completely different to the approved. All of the trees from the site had been removed. The built form was out of character with the street scene and the dwelling dwarfed that of the neighbouring property. The fenestration on the side elevation would be detrimental to the amenity of neighbours in High View Close, caused by overlooking, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members strongly supported Enforcement proceedings being enacted at this site.

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.

**294.2 Householder Planning Permission:**

**Application No:** EPF/1451/25

**Officer:** Loredana Ciavucco

**Location:** 4 Little Goldings, The Barn, Clays Lane, Loughton, IG10 2RZ

**Proposal:** Proposed first floor side extension.

The Committee NOTED the contents of one letter of objection and one letter of support for this application.

The Committee had NO OBJECTION to this application.

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

**Application No:** EPF/1474/25

**Officer:** Mohinder Bagry

**Location:** 6 Tewkesbury Close, Loughton, IG10 3NT

**Proposal:** Application for approval of details reserved by condition 3 on planning permission EPF/1574/24 (Change of use from waste land to garden).

The Committee OBJECTED to the proposed screening by erecting a fence, a structure, which was not a requirement of condition 3 and which would obstruct the riparian rights of the owners of properties in Witham Close. A green screen, planting of trees, would be desirable and enable residents on both sides to enjoy what is understood to be unregistered land. It would also be more in line with the applicant's commended objectives to create a diverse and resilient garden ecosystem and enhance biodiversity by providing habitats for local wildlife, which a fence would more likely prohibit, in the case of hedgehogs and other small creatures. Clarification of what will be planted should be included in the proposal.

The drawings submitted of the land do not match. Correct drawings should be resubmitted that completely clarify the proposals.

**PL295 Matters for Report**

**295.1 Notice of Appeal:**

**295.1.1 EPF/0137/25 – 45 Sparelease Hill, Loughton, IG10 1BS.**

**Proposal: Demolition of existing dwelling, and erection of two-storey detached replacement dwelling. (Appeal ref no: APP/J1535/ W/25/3369994 – Min no PL182.1)**

The Committee supported the refusal reasons of Epping Forest District Council, the local planning authority, and reiterated its previous comments, particularly highlighting those relating to the ecological street scene issues. Its previous comments were:

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

*The Committee OBJECTED to this application on the following grounds:*

*The existing dwelling appears to be in good condition. No justification has been provided for its demolition or regarding the recycling of the existing materials in the building. The additional vehicular movements to remove the entire existing building and replace it with a brand new one would negatively impact the environment and the EF SAC.*

*The proposed design detailing and materials are out of keeping with the street scene, resulting in a negative impact. This 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.*

*The Committee believes a proposal to improve the appearance and modernise the existing property would be preferable. If however, the Local Planning Authority is minded to approve this proposal, **plans and elevations showing the front garden treatment: the planting, the front boundary and the gates to match the Street View Photograph are required to ensure that***

*these areas/elements are properly covered in the application process.*

*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."*

**295.2 Pavement Licence Decision - Fable Stores, 202-204 High Road, Loughton, IG10 1ET**

The Committee NOTED the information received from Epping Forest District Council's Licensing Officer in respect of the above licensing application. Members requested that the Planning Committee Clerk obtain a detailed plan of the proposed layout for the approved seating area.

**295.3 Consultation on Epping Forest District Council's Statement of Licensing Policy – Licensing Act 2003 – min no PL285**

The Planning Committee Clerk confirmed the Licensing Officer had been advised that the Committee had no comments/ objections to make on the proposed amendments to this consultation.

**PL296 Consultation on Waltham Abbey Masterplan**

As comments were not required on this consultation until 16 September 2025, members AGREED to defer to the next Planning Committee meeting before commenting.

**PL297 Planning Applications**

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

**297.1 Full Planning Permission:**

**Application No:** EPF/1305/25

**Officer:** Yee Cheung

**Location:** Davenant Foundation School, Chester Road, IG10 2LD

**Proposal:** Demolish existing sixth form and library block and replace with new partial two storey sixth form including library and SEN classrooms.

The Committee OBJECTED to this application. Members commented that although this application had gone a long way to address their previous objections, they would encourage green screening, planting trees south of the seating area for much needed shade in the summer for pupils, and for masking the first storey from the neighbouring residents. Access onto what is a known dangerous road Debden Lane also requires addressing.

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.

**Application No:** EPF/1432/25

**Officer:** Rhian Thorley

**Location:** 22 Crossfields, Loughton, IG10 3PY

**Proposal:** Erection of new dwelling.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it would result in urbanisation. The amenity of the neighbours at the rear of the proposal site in Jones Close, and of the existing dwelling, 22 Crossfields, would be negatively impacted by this proposal, which is right up against the front and

side of the house in Jones Close. Contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

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.

**Application No:** EPF/1443/25

**Officer:** Caroline Brown

**Location:** 31 Traps Hill, Loughton, IG10 1SZ

**Proposal:** Replacement dwelling as previously approved under EPF/2606/21.

The Committee OBJECTED to this application, stating it was an overdevelopment, at 3 storeys it was excessive in height, and out of keeping. Contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

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.

**Application No:** EPF/1490/25

**Officer:** Rhian Thorley

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

**Proposal:** Demolition of existing dwelling and replacement.

The Committee OBJECTED to this application, stating it was an overdevelopment that would be detrimental to the street scene. Contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The proposed development would result in the demolition of the existing bungalow and the creation of a four-storey dwelling. The proposal therefore fails to comply with the requirements of Policy H1 (e) of the Epping Forest District Local Plan 2011 – 2033 (2023), and Paragraph 63 of the NPPF 2023.

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.

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

**Application No:** EPF/1484/25

**Officer:** Rhian Thorley

**Location:** 81 Oakwood Hill, Loughton, IG10 3EP

**Proposal:** Variation of condition 4 materials of EPF/2146/24 (Erection of a single storey wraparound extension).

The Committee had NO OBJECTION to this application.

**297.3 Householder Planning Permission:**

**Application No:** EPF/1235/25

**Officer:** Loredana Ciavucco

**Location:** 32 Spring Grove, Loughton, IG10 4QD

**Proposal:** Proposed single storey detached garden room and associated decking to replace two existing outbuildings.

The Committee OBJECTED to this application on the grounds that it would impact on the amenity of the neighbours by reason of its excessive height, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The width should be reduced (to 9500mm or less) to create room for the existing tree and additional tall screen planting. The internal headroom at the rear should be reduced to 2.1m.

Members noted that the heights on the drawings did not tally. According to the elevations the overall height is 3350mm at the front and 3180mm at the rear. It is not possible to tell whether the decking height is to be added (which would increase the overall height above the ground level). The height would be too excessive for the existing planting in the garden opposite.

The Committee requested that if the local planning authority was minded to approve the application that a condition be imposed that the garden room remains ancillary to the main dwelling.

**Application No:** EPF/1358/25

**Officer:** Omair Babar

**Location:** 62 Etheridge Road, Loughton, IG10 2HY

**Proposal:** Double side extension.

The Committee OBJECTED to this application, questioning the accuracy of the drawings provided. It appears that the proposed wall of the side extension is parallel 1m from the boundary. Due to the actual acute wedge shape plot the first floor would severely overlook the neighbour. Permitting a double storey would set a precedent and could effectively form a near solid corner (a solid 2 storey terrace corner). This would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

**Application No:** EPF/1373/25

**Officer:** Caroline Brown

**Location:** 32 Brook Road, Loughton, IG10 1BP

**Proposal:** Raising height of current brick wall and inclusion of railings.

The Committee OBJECTED to this application owing to the excessive height of the proposed wall and railings, which would set a dangerous precedent. Members considered the plans submitted were insufficient and ambiguous.

However, members would be willing to waive their objection if the applicant agreed to lower the pillars to not be taller than 1.6m and the wall in between 450mm high below the railings, to match the neighbouring property at no.36, and reduce the visual severity.

**Application No:** EPF/1418/25

**Officer:** Loredana Ciavucco

**Location:** 70 Alderton Hall Lane, Loughton, IG10 3HE

**Proposal:** Part Single part double storey side extension.

The Committee OBJECTED to this application stating a double storey side extension against the boundary would set a precedent, forming a terracing effect, resulting in a negative impact on the street scene. It should remain

subservient to the main dwelling. This would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

**Application No:** EPF/1425/25

**Officer:** Mohinder Bagry

**Location:** 14 Eleven Acre Rise, Loughton, IG10 1AN

**Proposal:** Proposed Alterations and Extensions.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1431/25

**Officer:** Loredana Ciavucco

**Location:** 2 Potters Close, Loughton, IG10 1JQ

**Proposal:** Two-storey front extension, single-storey side infill and single-storey rear extension to replace the existing conservatory. External re-cladding of the house and replacing all existing windows with new.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1470/25

**Officer:** Loredana Ciavucco

**Location:** 37 Alderton Way, Loughton, IG10 3EQ

**Proposal:** Conversion of garage to habitable space.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1478/25

**Officer:** Klajdi Koci

**Location:** 26 Station Road, Loughton, IG10 4NX

**Proposal:** Demolition of existing porch extensions, reverting back to the original house building line and construction of single-storey porch.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1496/25

**Officer:** Rhian Thorley

**Location:** 44 Englands Lane, Loughton, IG10 2QQ

**Proposal:** Proposed single storey side extension, and part single storey and part double storey rear extension.

The Committee OBJECTED to this application stating the drawings were the same as previously rejected (EPF/1496/25). The Committee supported the local planning authority's reasons for refusal and reiterated its previous objection to that application, (min no PL133.2) which were:

*"The Committee OBJECTED to this application on the grounds that the rear corner adjoining no.42 intersects the 45 degree sightline. No.42 would be squashed between no.40 and no.44, creating a tunnelling effect and resulting in a negative impact on the amenity of the residents of no.42. The side extension should be set back to be subservient to the original main house."*

**Application No:** EPF/1513/25

**Officer:** Caroline Brown

**Location:** 75 Audley Gardens, Loughton, IG10 2EW

**Proposal:** Single storey side/rear extension.

The Committee had NO OBJECTION to this application.

**297.4 Consent under Tree Preservation Orders**

**Application No:** EPF/1617/25

**Officer:** Robin Hellier

**Location:** Oaklands, The Chestnuts, Warren Hill, Loughton, IG10 4RL

**Proposal:** TPO/EPF/29/98 (Ref: T3)

T1: Ash - Crown reduce by up to 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.

Members noted that information in the application was contradictory regarding the health of the tree.

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

The Committee NOTED the following applications, commenting on the final proposal, EPF/1559/25 – see below:

**Application No:** EPF/1031/25

**Officer:** Suleman Uddin

**Location:** 27 Station Road, Loughton, IG10 4NZ

**Proposal:** Certificate of lawful development for a proposed garage conversion to habitable space.

**Application No:** EPF/1392/25

**Officer:** Kelly Sweeney

**Location:** 57 Felstead Road, Loughton, IG10 3BB

**Proposal:** Certificate of Lawful Development for a proposed loft conversion with rear dormer, Juliet balcony, front roof lights and new side window.

**Application No:** EPF/1426/25

**Officer:** Klajdi Koci

**Location:** 5 Tylers Close, Loughton, IG10 3BD

**Proposal:** Certificate of Lawful Development for a Proposed Single rear extension.

**Application No:** EPF/1471/25

**Officer:** Klajdi Koci

**Location:** 24A High Beech Road, Loughton, IG10 4BL

**Proposal:** Certificate of Lawful Development for proposed single storey rear extension and garage conversion.

**Application No:** EPF/1497/25

**Officer:** Rhian Thorley

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

**Proposal:** Approval of Details Reserved by Conditions 11 and 13 of EPF/0856/25 (Replacement Single Dwelling House).

**Application No:** EPF/1529/25

**Officer:** James Rogers

**Location:** 33 Goldingham Avenue, Loughton, IG10 2JF

**Proposal:** Prior approval for a 5m DEEP SINGLE STOREY REAR EXTENSION, height to eaves 3.00m and maximum height 3.15m.

**Application No:** EPF/1530/25

**Officer:** Suleman Uddin

**Location:** 33 Goldingham Avenue, Loughton, IG10 2JF

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

**Application No:** EPF/1559/25

**Officer:** James Rogers

**Location:** 241 Chester Road, Loughton, IG10 2LL

**Proposal:** Prior approval for 6.00m deep Single story rear extension, height to eaves 3.00m and maximum height 3.40m.

**\*\* This is more like an extension to an extension. The garden is only 8m long, short of the minimum 10m requirement. This permission would set a precedent.**

**PL298 Decisions**

**298.1 Decisions by Epping Forest District Council**

The decision notices for July 2025 were NOTED.

**PL299 Licensing Applications**

No licensing applications had come to the attention of officers.

**PL300 Enforcement and Compliance**

No Enforcement Notices had been received.

**Signed:** .....

**Date:** 8 September 2025