

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 6 October 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
J Riley

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL320 Apologies for Absence

Apologies for absence were received from Cllr Murphy. The Planning Committee Clerk reported that no substitute had been nominated for this meeting.

PL321 Declarations of Interest

No declarations were made.

PL322 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 22 September 2025 were CONFIRMED as a correct record and signed by the Chairman.

PL323 Matters for Report

323.1 Notices of Appeal

323.1.1 EPF/0840/25 – 55 Spring Grove, Loughton, IG10 4QD.

**Proposal: Proposed first floor extension and loft rooms
(Appeal ref no: APP/J1535/D/25/3372556 – Min no PL243.3)**

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

323.1.2 EPF/1229/25 – 37 Audley Gardens, Loughton, IG10 2EN.

**Proposal: Certificate of Lawful Development for proposed
second floor via loft conversion to a bungalow property
(Appeal ref no: APP/J1535/X/25/3371996 – Min no PL287.5)**

The Committee supported the refusal reasons of Epping Forest District Council, the local planning authority, for this application, and reiterated its previous comments, which were:

“The Committee OBJECTED to this proposal on the grounds that this application should have been rejected. The gardens of these corner units are small wedged shaped. The first floor extension will overlook the adjoining garden severely and will be oppressive for the neighbour. Note that there is a full door on the first floor at the rear. The rear would be an ugly sight forced onto the neighbour. The first floor bathroom has restricted headroom. The plans are drawn incorrectly. The wall will in reality be thicker and hence the stairs will not fit. The side elevation is drawn back to front. The

accuracy of the drawings is in doubt. The corner elevation is detrimental to the street scene."

323.1.3 EPF/1249/25 – 62, Wellfields, Loughton, IG10 1NY. Proposal: Two storey rear and side extension (Appeal ref no: APP/J1535/D/25/3372060 – Min no PL277.4)

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

PL324 Planning Applications

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

324.1 Full Planning Permission:

Application No: EPF/1700/25

Officer: Suleman Uddin

Location: Car Park, Langston Road, Loughton, IG10 3UE

Proposal: Works to car park including the installation of three electric vehicle charging units, six charging bays and associated electrical equipment.

The Committee OBJECTED to this application stating the proposal would remove the green boundary that had been conditioned in the original planning application for this site to protect the street scene. This would be contrary to Policies DM9 and DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members would be willing to waive their objection if the applicant agreed to move the proposed vehicle charging units to a different area, e.g. to the back of the car park or near to the existing sub-station. A request was also made for the introduction of some "bee friendly habitats" at this site, bearing in mind its close proximity to the Roding Valley Nature Reserve, and which would enhance the local planning authority's commitment to its green and blue Infrastructure, under Policy DM5: *Development which improves the existing green and blue infrastructure and where possible, enhances and protects networks will be supported.*

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/1917/25

Officer: Suleman Uddin

Location: 179-181 High Road, Loughton, IG10 4LF

Proposal: Adaptation of existing kitchen extract system and reinstatement to original position.

The Committee OBJECTED to this application stating permission for the "original position of the kitchen extract system" had never been approved. The matter should be dealt with by Enforcement, as previously agreed.

Members again requested an update on the Magistrates' Court proceedings in respect of 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.

324.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/1934/25

Officer: Yee Cheung

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

Proposal: Variation of Condition 2 of EPF/1685/23 Removal of buildings within two years (Erect demountable buildings for provision of classrooms/support area).

The Committee had NO OBJECTION to this application. However, members requested that the applicant expedite the application for the permanent replacement building and expressed a concern for the lack of progress that had been made.

324.3 Consent to display an advertisement

No applications were listed under this permission for this agenda.

324.4 Householder Planning Permission:

Application No: EPF/1916/25

Officer: Mohinder Bagry

Location: 97 Oakwood Hill, Loughton, IG10 3ER

Proposal: Single storey rear extension and part double storey rear extension.

The Committee OBJECTED to this application, stating that although the new proposal now impacted the neighbours at no 99 minimally, it failed to address its other previous comments. The Committee reiterated its previous objections, min no PL165.2, which were:

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

The Committee OBJECTED to this application stating that the houses in this part of Oakwood Hill were sharply angled and not in a straight line, the proposed extension by reason of its height and bulk, would create a longer blank brick slab alongside the garden of no 95, resulting in an increased sense of enclosure to its occupants.

The rear ground floor is intersecting the 45 degree line from the neighbours' French window. Permitted extension is 3m deep. As drawn, the rear proposed dining room is bigger than the living room.

Members considered the first floor extension should be set in to alleviate the issue.

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."

324.5 Consent under Tree Preservation Orders

Application No: EPF/1926/25

Officer: Robin Hellier

Location: Land adjacent to Campus Court, Borders Lane, Loughton, IG10 3GS

Proposal: TPO/EPF/09/08

T1 & T2: Oak - Crown lift by up to 5m from ground, as specified.

T4: Elm - Fell and replace, as specified.

T36: Oak - Crown lift by up to 5m from ground, as specified. Crown thin by up to 10%, as specified.

G1: Mixed - Crown reduce all deciduous trees (6 x Ash, 1 x Sycamore, 1 x Lime, 1 x Red Oak) by up to 2m back to suitable growth points on the southern side only.

G1: Cypress x 43 - Reduce in height from approx. 18m to 8m final height, hedge trim sides without breaching final foliage layer, 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 part of the original planning approval conditions for this site included maintaining the green screen for its street scene value. This would be contrary to Policies DM9 and DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

324.6 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications, commenting on planning applications EPF/1908/25, EPF/1912/25 and EPF/1932/25 – see below:

Application No: EPF/1853/25

Officer: Caroline Brown

Location: 25 Carroll Hill, Loughton, IG10 1NL

Proposal: Approval of Details Reserved by Condition 8 Surface Water Drainage of EPF/0760/25 (Demolition of the existing house and garage and erection of a new 3 storey family dwelling (2 full storeys and additional accommodation in roof space - no basement)).

Application No: EPF/1866/25

Officer: Loredana Ciavucco

Location: 16 Hillcrest Road, Loughton, IG10 4QQ

Proposal: Approval of Details Reserved by Conditions 4, 5 and 6 of EPF/1581/23 (Single storey extension to garage at front of property and change of ridge height to front hipped roof. Double storey rear extension, garden room and gazebo and air source heat pumps to main residence).

Application No: EPF/1908/25

Officer: Rhian Thorley

Location: 45 Maple Gate, Loughton, IG10 1PS

Proposal: Certificate of Lawful Development for proposed use of dwelling as office for resident and three others.

****The Committee OBJECTED to this proposal. This is a residential block, purely for domestic flats, and was not suitable for a business premises. It would result in a detrimental impact on residents in the other flats and set a dangerous precedent. It would also likely impact negatively on parking in the area.**

Application No: EPF/1912/25

Officer: Klajdi Koci

Location: 14 Westall Road, Loughton, IG10 2AR

Proposal: Certificate of Lawful Development for proposed loft conversion with rear dormer and single storey rear extension.

****The Committee OBJECTED to this proposal. The design suggests that this is being converted, not to be a single house. If approval is**

given, members requested a condition that the property remains for domestic use as a single dwelling.

Application No: EPF/1932/25

Officer: Klajdi Koci

Location: 12 Lower Road, Loughton, IG10 2RS

Proposal: Certificate of Lawful Development for existing roof extension with side dormer (loft conversion).

**** It appears that the previous planning application exposed the roof extension etc did not have permission. This is a retrospective application. Note that the previous existing plans differ from the current application, leading to doubt on the accuracy of the drawings.**

PL325 Decisions

325.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL326 Licensing Applications

326.1 Application to vary premises licence for The Carpenters Arms, 99 Smarts Lane. To remove the condition that no performances by DJs be provided at the premises except if provided by a Temporary Events Notice.

The Committee NOTED the contents of five letters of objection.

The Committee OBJECTED to this application based on all four licensing objectives:

1. The prevention of crime and disorder
2. Public safety
3. The prevention of public nuisance
4. The protection of children from harm

This public house is located in a narrow lane with a high density of residential properties in close proximity. The venue does not lend itself to accommodate this kind of regular 'musical entertainment'.

To permit this variation would allow for unacceptable levels of noise caused by the music from regular DJs to the detriment of the residents living in neighbouring / close-by properties.

Noise would escape when the doors are opened. It is certain that the doors would be opened during the hot season leading to constant noise and difficulty in controlling the clientele who would likely spill outside. The noise breakout would be more noticeable at night when the background noise is less. The permission for a DJ would also encourage a different clientele, more akin to a nightclub operation.

Members have been made aware of previous instances where DJs have been at the premises, resulting in late night disturbances, and some of which have continued beyond the existing licensable hours, affecting the amenity of all residents in Smarts Lane and other nearby roads, contrary to the first three objectives above.

If the variation were granted, it would also be more likely to encourage unacceptable behaviour from patrons to the detriment of any children that might be on the premises, caused by the attraction of larger numbers of patrons and a less controlled/disciplined environment on the premises.

PL327 Enforcement and Compliance
No Enforcement Notices had been received.

Signed:
Date: 20 October 2025