

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 20 October 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
K-W Lee S Murphy C Ubah
M Stubbings (as substitute for Cllr Dodd)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

1 Member of the public.

PL328 Apologies for Absence

Apologies for absence were received from Cllrs Davies, Dodd and Minhas. The Planning Committee Clerk reported that Cllr Stubbings had been nominated as substitute for Cllr Dodd for this meeting.

PL329 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications, EPF/1593/25 – Land to the rear of 71 Stonards Hill, EPF/1982/25 – 33 Algers Road and EPF/2046/25 – 8 Kings Green, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL330 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 6 October 2025 were CONFIRMED as a correct record and signed by the Chairman.

The Committee AGREED to bring forward the following planning applications, EPF/2035/25 – Corner Garth, Nursery Road and EPF/2036/25 – Corner Garth, Nursery Road, as a member of the public present at the meeting had an interest in these items.

PL331 Planning Applications

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

331.1 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/2035/25

Officer: Caroline Brown

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

Proposal: Variation of Condition 2 Plan numbers of EPF/1780/23 (Proposed improvements and extensions).

A member of the public addressed the meeting.

Members deplored the retrospective nature of this application. The applicant had failed to provide any clarity as to the nature of this proposal. The description of the proposal stated was inaccurate and ambiguous.

The Committee OBJECTED to this application. The drawings provided in this proposal did not represent what the developer had built, and the built form bore no resemblance to the approved planning application EPF/1780/23.

The proposed side elevation south-west drawing does not represent what has been built and does not represent what they have approval for (EPF/1780/23) either. The chimney has been removed, and the front door has been moved to a different elevation from the approved drawings. The proposed represents a completely different building, creating a loss of character from the application approved, particularly with regards to the location of this property being so close to Epping Forest.

The proposed side elevation north-east, again does not represent the approved drawings, but would be acceptable, on condition that the windows are obscured glass, as stated.

The proposed front elevation drawing does not reflect what has been built, nor what was approved (EPF/1780/23). If the local planning authority was minded to approve this drawing, the Committee would request a condition be imposed that the dormer windows are obscured glass to the protect the amenity of the neighbours in High View Close from overlooking.

This would be in accordance with Policy DM9 - High Quality Design, of the Epping Forest adopted Local Plan (2023) and the NPPF (2023):

“All new development must achieve a high quality of design and contribute to the distinctive character and amenity of the local area. The Council will require all development proposals to be design-led and:

- (i) relate positively to their context, drawing on the local character and the natural and historic environment;
- (ii) make a positive contribution to a place.”

The Committee did not object to the proposed rear elevation, which does not veer too much from the approved.

The Committee believes this application overall does not reflect what has been built nor what was approved. These are not minor amendments. The applicant has completely disregarded the approved plans and built what they like, showing a flagrant disregard for the planning process and attempting to gain retrospective permission through enforcement. To allow this application would set a dangerous precedent undermining the integrity of the planning process.

The Committee considered this application, due to its ambiguity, should be withdrawn and a fresh application submitted with drawings clearly outlining what the proposed building form is – having already been completed. Failure to do so should result in Enforcement action being enacted.

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, should that be considered appropriate for this matter.

Application No: EPF/2036/25

Officer: Caroline Brown

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

Proposal: Variation of Condition 2 Plan numbers of EPF/1780/23 - fenestration changes (Proposed improvements and extensions).
A member of the public addressed the meeting.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application on the grounds that the submission was misleading. The proposal does not reflect what is built nor what approval was granted for.

The applicant was advised by the Enforcement Officer to resubmit an application representing what they have built, which bears no resemblance to the approved planning application EPF/1780/23. The drawings included in this application in respect of the Proposed Side Elevation South-West, Proposed Front Elevation and Proposed Rear Elevation are the approved drawings, EPF/1780/23, but do not represent the built form. Only the drawing for the Proposed Side Elevation North- East differs from the approved, and appears to represent what has been built.

However, the Committee OBJECTED to the larger dormer windows in this part of the proposal, stating they would create a loss of amenity through overlooking and loss of privacy for the neighbours. Contrary to policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The Committee believes this application does not reflect what has been built nor what was approved. These are not minor amendments. The applicant has completely disregarded the approved plans and built what they like, showing a flagrant disregard for the planning process and attempting to gain retrospective permission through enforcement. The Committee NOTED that a similar application to this, EPF/0019/24 had previously been refused by Epping Forest District Council. To allow this application would set a dangerous precedent undermining the integrity of the planning process.

The Committee considered this application, due to its ambiguity, should be withdrawn and a fresh application submitted with drawings clearly outlining what the proposed building form is – having already been completed. Failure to do so should result in Enforcement action being enacted.

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, should that be considered appropriate for this matter.

PL332 Matters for Report

332.1 Notices of Appeal

332.1.1 EPF/1418/25 – 70, Alderton Hall Lane, Loughton, IG10 3HE.

**Proposal: Part Single part double storey side extension
(Appeal ref no: APP/ J1535/D/25/3373462 – Min no PL297.3)**

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

332.1.2 EPF/0806/25 – 120, Valley Hill, Loughton, IG10 3AU. Proposal: Demolition of existing single storey dwelling and construction of 2no. self-build new dwellings including link, private amenity, off-street car parking, landscaping and boundary treatment. (Appeal ref no: APP/ J1535/W/25/3373368 – Min no PL251.1)

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 NOTED the contents of a letter of objection.

Members noted that the previous application for this site had been withdrawn with good reason.

The Committee OBJECTED to this application on the following grounds:

The proposed removal of the street tree and grass verge to the front of the site on Valley Hill, would be detrimental to the street scene, negatively impacting the environment, contrary to Policy DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023), to enhance the public realm through the provision and/or retention of trees and/or designated and undesignated open spaces within built-up areas.

This is a particularly hazardous junction, and the proposal for vehicles to drive into the parking bays, reversing in and out, on to a busy road (Valley Hill) would create a road safety issue. A Lollipop Person is situated here to assist the local children and public crossing Valley Hill to access Whitebridge Primary School, located in Greensted Road.

The proposed crossover would be too close to the junction. Vehicles at this junction dangerously park on the pavement and crossover, with traffic moving at excessive speed on Valley Hill, a Speed Indication Device (SID) had recently been installed nearby, with a local voluntary speed watch group in operation. Visibility when pulling out onto Valley Hill from this junction is restricted as the road goes down on both sides. Following recent road resurfacing at this junction the double yellow lines have yet to be reinstated by ECC Highways. If they were reinstated, as they should be on safety grounds, the lines would extend to be in front of the proposed crossovers and as such may deter parking on the crossovers, which if allowed would block sight lines for vehicles turning into Valley Hill from Greensted Road. The proposed parking bays would be better situated on the Greensted Road side of the plot.

The proposed ground floor would be partly inside 122. Although this is a Building Regulations issue planning application for 122 should be submitted in conjunction.

The proposed would be too close to Greensted Road. The rear elevation being greatly forward of the front facades along the street. This would be detrimental to the street scene on Greensted Road.

The internal area of the proposed end house is less than the minimum requirement. Both houses have Insufficient storage internally (restricted below the stairs). The proposed rear gardens for both dwellings are less than the minimum length of 10m. The garden of the proposed end house is less than the minimum of 50sqm. Both the substandard interior and the gardens are signs of overdevelopment. Members considered the site was insufficient to house two dwellings. They also noted the Proposed Block Plan submitted was incorrect. The application was therefore contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

If the local planning authority was minded to approve this application, members requested that a condition is imposed for an environmental compensation offer, which has not been included in the plans. Also, for Swift Bricks to be included in the construction, to mitigate the decline of this species, as laid out in Policy DM1, Habitat Protection and Improving Biodiversity: "A. All development should seek to deliver net biodiversity gain in addition to protecting existing habitats and species".

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, should that be considered appropriate for this matter.

332.2 Appeal Notice Withdrawn

332.2.1 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 PL323.1.2)

The Committee NOTED the information received from the Planning Committee Clerk, that the above appeal had been withdrawn.

332.3 Licensing: Application to Vary the Premises Licence at The Carpenters Arms, 99 Smarts Lane, Loughton. IG10 4BP

The Planning Committee Clerk advised the Committee that the following information had been received from the Licensing Officer at Epping Forest District Council, in respect of the above application:

Further to the recent application to vary the existing premises licence in respect of the Carpenters Arms, Loughton. I write to advise you that as the applicant has failed to advertise the application in accordance with the requirements of the legislation, the application is deemed invalid and therefore has been rejected.

As the application has been rejected the licence holder must continue to operate within the terms of the current licence which permits:

- *Live Music – Mon to Thurs until 23:00, Fri & Sat until Midnight and until 22.30 on Sundays*
- *Recorded Music – Mon to Thurs until 23:00, Fri & Sat until Midnight and until 22.30 on Sundays.*

**332.4 Invitation to attend Planning Committee A meeting at Epping Forest District Council to comment on the following applications:
EPF/1490/25 – 10 Sparelease Hill, EPF/0646/25 – Garage Site at Castell Road and EPF/0039/25 – The Princess of Wales PH, 41 Westall Road**

The Planning Committee Clerk advised members that the above applications, which the Committee had objected to, were to be considered by Planning Committee A at Epping Forest District Council on 29 October 2025 at 7pm.

Cllr Riley was unable to confirm his availability currently for this date. Cllr Davies would be approached for her availability in order for the Planning Committee Clerk to register a member to speak on these matters.

PL333 Epping Town Neighbourhood Development Plan Examination 2025 – Further Consultation

The Committee had no comments to make on this further consultation.

PL334 Planning Applications

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

334.1 Full Planning Permission:

Application No: EPF/1593/25

Officer: Mohinder Bagry

Location: Land to the rear of 71 Stonards Hill, Loughton, IG10 3EH

Proposal: New Custom and Self-Build Dwelling.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating the proposal was garden grabbing and out of character with the street scene. It was an overdevelopment for such a small plot, and would result in a significant reduction in the garden for 71 Stonards Hill and also leave inadequate private amenity space for the residents of the proposed additional dwelling. The living room was very small, less than the minimum standard for a new build. The proposed was forward of the building line of the street. Contrary to policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Granting permission would set a dangerous precedent.

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/1670/25

Officer: Alex Sadowsky

Location: Land and Garages at Chequers Road (Site B), Loughton, IG10 3QF

Proposal: Construction of building to accommodate 8 flats with associated parking spaces and landscaping (Revised scheme to EPF/2502/20).

The Committee OBJECTED to this application on the grounds that it was an overdevelopment. The proposed eight flats were considered excessive for the site, particularly in regard to the proposed insufficient parking spaces provided. Parking in this road was already problematic and would be exacerbated by this proposal. Members drew the attention of the Planning Officer to recent developments in Borders Lane where insufficient parking for the number of dwellings had created severe parking problems

for existing residents in surrounding areas, alongside the residents of the new development.

The Committee considered a maximum of four to six dwellings with adequate parking provided for those residents would be more acceptable for 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.

334.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/1972/25

Officer: Caroline Brown

Location: 56 Hereward Green, Loughton, IG10 2HF

Proposal: Variation of Condition 2 Plan numbers of EPF/1038/25 (Proposed erection of detached building for use as ancillary residential annexe).

The Committee had NO OBJECTION to this application. However, members requested that the condition for the detached building to remain as ancillary to the main dwelling continues.

334.3 Consent to display an advertisement

No applications were listed under this permission for this agenda.

334.4 Householder Planning Permission:

Application No: EPF/1944/25

Officer: Loredana Ciavucco

Location: 29 Millsmead Way, Loughton, IG10 1LR

Proposal: Single Storey Rear Extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1960/25

Officer: Loredana Ciavucco

Location: 56 Borders Lane, Loughton, IG10 3QU

Proposal: Proposed relocation of dropped kerb from rear garden to front garden.

The Committee had NO OBJECTION to this application.

Application No: EPF/1982/25

Officer: Suleman Uddin

Location: 33 Algiers Road, Loughton, IG10 4NG

Proposal: Demolition of existing sheds and erection of new outbuilding to the rear garden.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, stating the proposed outbuilding was too large, by reason of its bulk and height, and would be too dominant.

The outbuilding should be reduced in size and the use of bitumen felt on such a large footprint would be detrimental to the neighbours' outlook from above. The use of a good quality single ply membrane or covered with artificial grass would be preferable to mitigate this impact.

Application No: EPF/2046/25

Officer: Rhian Thorley

Location: 8 Kings Green, Loughton, IG10 1RJ

Proposal: Two storey and part single storey rear and side extensions, removal of front porch and chimney stack. Fenestration alterations new windows and new front door and canopy.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the proposed removal of the historic chimney stack. However, if the applicant was to retain this feature, members confirmed they would be willing to waive their objection.

334.5 Consent under Tree Preservation Orders

No applications were listed under this permission.

334.6 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/1844/25

Officer: Suleman Uddin

Location: 49 Oakwood Hill, Loughton, IG10 3EW

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

Application No: EPF/1863/25

Officer: James Rogers

Location: 137 Greensted Road, Loughton, IG10 3DJ

Proposal: Prior approval for a 4.50m erection of a single storey rear extension, height to eaves 3.00m and maximum height 3.00m.

Application No: EPF/1963/25

Officer: Rhian Thorley

Location: 28 Ollards Grove, Loughton, IG10 4DW

Proposal: Approval of Details Reserved by Conditions 11 Surface Water Drainage and 13 Hard and Soft Landscaping of EPF/0856/25 (Replacement Single Dwelling House).

Application No: EPF/1980/25

Officer: Mohinder Bagry

Location: 4 Church Hill, Loughton, IG10 1LA

Proposal: Certificate of Lawful Development for existing use of site as Use Class E.

Application No: EPF/2005/25

Officer: Klajdi Koci

Location: 2 Nevill Way, Loughton, IG10 3BG

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

Application No: EPF/2006/25

Officer: Suleman Uddin

Location: 54 Algiers Road, Loughton, IG10 4NG

Proposal: Certificate of Lawful Development for proposed single storey rear extension, and loft conversion with rear dormer and 4 roof lights in the front roof slope.

Application No: EPF/2012/25

Officer: Suleman Uddin

Location: 20 Connaught Avenue, Loughton, IG10 4DS

Proposal: Certificate of Lawful Development for conversion of garage to habitable room.

Application No: EPF/2042/25

Officer: Caroline Brown

Location: 41 Traps Hill, Loughton, IG10 1SZ

Proposal: Certificate of Lawful Development for proposed outbuilding.

Application No: EPF/2061/25

Officer: Rhian Thorley

Location: 30 Forest Way, Loughton, IG10 1JG

Proposal: Approval of Details Reserved by Condition 3 Materials of EPF/1621/25 (Erection of a freestanding, single-storey timber-framed greenhouse).

PL335 Decisions

335.1 Decisions by Epping Forest District Council

The Committee NOTED the decisions for September 2025.

PL336 Licensing Applications

No applications had come to the attention of officers.

PL337 Enforcement and Compliance

No Enforcement Notices had been received.

Signed:

Date: 3 November 2025