

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 17 November 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:

Officers: Debra Paris (Planning Committee Clerk)

2 Members of the public.

PL347 Apologies for Absence

No apologies for absence were received for this meeting.

PL348 Declarations of Interest

Cllr Murphy declared a non-pecuniary interest in planning application EPF/2180/25 – 21 Hazelwood, as the speaker for this matter was known to her.

The Committee AGREED to bring forward planning application EPF/2180/25 – 21 Hazelwood, following the next item, as members of the public present at the meeting had an interest in this application.

PL349 Confirmation of Minutes

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

PL350 Planning Application

The following planning application was CONSIDERED, and the plans inspected.

350.1 Householder Planning Permission:

Application No: EPF/2180/25

Officer: Suleman Uddin

Location: 21 Hazelwood, Loughton, IG10 4ET

Proposal: Single-storey rear and side extension; change of use of existing garage to storage area and gym; first-floor side extension above garage; reconfiguration of external terrace and steps together with associated external works.

The Committee NOTED the contents of four letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment of the site by reason of its mass and scale. The proposal, was out of character with neighbouring properties, negatively impacting the street scene with its incongruous design, setting an unwelcome precedent for this development consisting of fairly uniform Georgian style properties.

To allow building over the garage would remove the open aspect of the street scene, creating a terracing effect. The proposed first floor side extension is an unattractive brick block, providing no attempt to fit in with the existing street scene. The extension is also up to and overhanging the boundary. This should be set back by at least 1m to reduce the terracing effect and minimise its impact.

The first floor extension would create a loss of outlook and a loss of light for the neighbour at no 19. The proposed Juliet balcony would create a loss of privacy for neighbouring residents caused by overlooking.

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

PL351 Matters for Report

351.1 Notice of Appeal

351.1.1 EPF/1675/25 – 41 The Lindens, Loughton, IG10 3HS.

Proposal: Front porch. (Appeal ref no: APP/J1535/D/25/3375074 – Min no PL306.3)

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

PL352 Estimates and Budgets 2026/27

The Committee questioned whether the allocation of £15,000 in Earmarked Funds in the Estimates for 2026/27, would cover the cost of preparing and implementing a neighbourhood plan? Considering the current proposed changes to the planning regulations by the existing Government, the Committee may be required to adopt a local plan for Loughton. Members requested that this figure be confirmed as sufficient before the proposed review of the Estimates and Budgets 2026/27 by the Resources and General Services Committee at its meeting on 14 January 2026.

PL353 Committee Priorities 2026/27

The Committee AGREED its Priorities for 2026/27.

PL354 Loughton Building Design Award 2026

The Committee NOTED the launch of this competition, with potential suggestions briefly discussed. Nominations would be awaited.

PL355 Planning Applications

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

355.1 Full Planning Permission:

Application No: EPF/1975/25

Officer: Yee Cheung

Location: Land rear of 230 - 232 High Road, Loughton, IG10 1ET

Proposal: Extensions and alterations to provide for 6 apartments.

The Committee OBJECTED to this application stating it would have a detrimental effect on the street scene, due to its excessive height, bulk and massing and offered low quality accommodation.

The proposed development would have an overbearing impact on the existing flats due to its excessive height and immediate proximity to the rear elevation. By replacing the current open outlook, over a residential road, The Drive, and surrounding landscape, with a closely set, dominant building mass, the scheme would cause a significant loss of outlook, and create an unacceptable sense of enclosure.

This change would also lead to a material reduction in daylight and afternoon sunlight, further diminishing the living conditions of the existing flats.

Therefore, the Committee considered the block should be reduced by at least a floor, with the top floor being set back to mitigate the negative impact on the amenity of the residents of the existing flats opposite, above the shops. A sedum roof would also benefit the outlook for the neighbours.

The entrance/exit door to the lift lobby must not open outwards as it would clash with the pedestrians. Hence, the door must be recessed.

The bin store footprint does not appear to be sufficient. Access to the bin store should not be via shutters, as this would limit accessibility.

The parking provision was inadequate for the number of proposed flats, visitors and to be able to accommodate deliveries. The plan to reallocate parking provision from the NCP car park, for the flats, will have a negative impact on existing parking and push cars into surrounding roads.

Although the layouts claimed to comply with NDSS, the first floor and second floor layout do not seem to be compliant with Building Regulations Part M. The plans must be vetted by the Building Regulations officer.

This proposal is therefore 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.

355.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/2202/25

Officer: Loredana Ciavucco

Location: 87 Skyhaven, Oakwood Hill, Loughton, IG10 3EP

Proposal: Variation of conditions 2 and 3 Plan Numbers and Materials of EPF/1500/23 (Proposed part one, part two storey rear extension, floor plan redesign and all associated works).

The Committee had NO OBJECTION to this application.

355.3 Consent to display an advertisement

No applications were listed under this permission.

Cllr Lee left the meeting.

355.4 Householder Planning Permission:

Application No: EPF/2159/25

Officer: Klajdi Koci

Location: 83 Queens Road, Loughton, IG10 1RR

Proposal: Construction of ground floor rear extension, re-construction of existing first floor by window & alterations to fenestration of existing side elevation.

The Committee had NO OBJECTION to this application.

Cllr Lee rejoined the meeting during the next item.

Application No: EPF/2169/25

Officer: Suleman Uddin

Location: 89 Oakwood Hill, Loughton, IG10 3ER

Proposal: Proposed single storey side/rear extension with raised patio.

The Committee NOTED the contents of a letter of support, which was read to members at the meeting by the Planning Committee Clerk.

Members NOTED the plans for this application remained the same as those for the previous approved proposal, EPF/0803/22. The Committee therefore reiterated its previous OBJECTION to this application, min no PL234.1, which was:

“The Committee OBJECTED to this application on the grounds that it was an overdevelopment. It was out of proportion to the size of the existing property, doubling the width at the rear, and was an unorthodox shape. It would be overbearing, creating a negative impact on the amenity of the neighbours at no 87.

Members considered the proposal would be more acceptable if it was stepped back, moved away from the boundary and of a more orthodox shape, following the angle of the existing house.”

Application No: EPF/2195/25

Officer: Suleman Uddin

Location: 82 The Drive, Loughton, IG10 1HL

Proposal: Proposed single storey side and rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/2204/25

Officer: Loredana Ciavucco

Location: 119 Forest Road, Loughton, IG10 1EF

Proposal: Single storey side and rear extension and roof extension, two front rooflights, and a rear dormer window. (Revised application).

The Committee OBJECTED to this application, stating there was insufficient improvement to the design from the previous application, EPF/1356/25.

The addition of the front rooflights would unbalance the row of three terraced dwellings and result in a loss of character. The parapet wall to the side extension would create a negative impact and the proposed Juliet balcony would have a detrimental effect on the amenity of the neighbours, through loss of privacy. This proposal would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/2236/25

Officer: Caroline Brown

Location: 81 Tycehurst Hill, Loughton, IG10 1BZ

Proposal: Replacement of front boundary treatment, including new boundary wall, railings and vehicle gates.

The Committee OBJECTED to this application on the grounds that the proposal failed to include a planting scheme, which would help soften the appearance, enhance the street scene, and support biodiversity. Contrary to Policies DM5 and DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members agreed to waive their objection if the applicant included a planting scheme for a hedge or soft landscaping of mixed native planting, behind the wall and railings, to soften the appearance and support and improve the biodiversity at the site.

Application No: EPF/2249/25

Officer: Loredana Ciavucco

Location: 85 Tycehurst Hill, Loughton, IG10 1BZ

Proposal: Proposed Demolition of existing outbuilding and replacing with new Annexe for Games Room Home Office and Gym facility.

The Committee had NO OBJECTION to this application. However, members requested that a condition be imposed, if the local planning authority was mindful to approve the application, that the annexe remains ancillary to the main dwelling.

355.5 Consent under Tree Preservation Orders

Application No: EPF/2080/25

Officer: Robin Hellier

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

Proposal: TPO/EPF/09/82 (Ref: T7)

T1: Sycamore - Crown reduce by up to 5m, 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.

Application No: EPF/2198/25

Officer: Robin Hellier

Location: 28 Upper Park, Loughton, IG10 4EW

Proposal: TPO/EPF/26/11 (Ref: G1)

T1-T3: Lombardii Poplar - Crown reduce by up to 10m, 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.

Application No: EPF/2201/25

Officer: Robin Hellier

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

Proposal: TPO/EPF/09/82 (Ref: T6, T9, T10, T11)

T2, T4, T5: Sycamore - Fell and replace, as specified.

T3: Ash - Fell and replace, 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.

Application No: EPF/2214/25

Officer: Robin Hellier

Location: 38 Upper Park, Loughton, IG10 4EQ

Proposal: TPO/EPF/05/89 (Ref: T3, T1)

T1: Willow - Crown reduce height by up to 3m, as specified. Reduce lateral

branches by up to 5m, as specified.

T2: Yew - 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.

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.

Application No: EPF/2215/25

Officer: Robin Hellier

Location: 38 Upper Park, Loughton, IG10 4EQ

Proposal: TPO/EPF/05/89

T2: Lawson Cypress - Fell and replace, 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.

Application No: EPF/2248/25

Officer: Robin Hellier

Location: 78 Algiers Road, Loughton, IG10 4ND

Proposal: TPO/EPF/12/23

T1: Willow - Crown reduce height and lateral branches by up to 4m, 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.

**355.6 Deemed Permission and Others– provided for information only:
No applications were listed under this permission.**

PL356 Decisions

356.1 Decisions by Epping Forest District Council

The Committee NOTED the decisions for October 2025.

PL357 Licensing Applications

No applications had come to the attention of officers.

PL358 Enforcement and Compliance

No Enforcement Notices had been received.

Signed:
Date: 1 December 2025