

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 15 December 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 S Murphy
J Riley C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL367 Apologies for Absence

The Planning Committee Clerk reported that Cllr Minhas had sent his apologies for this meeting. No substitute had been nominated.

PL368 Declarations of Interest

Cllr Riley declared a non-pecuniary interest in planning application, EPF/2415/25 – 18 Albion Park, IG10 4RB, as he lived nearby and the applicant was known to him.

PL369 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 1 December 2025 were CONFIRMED as a correct record and signed by the Chairman.

PL370 Matters for Report

370.1 Notices of Appeal

370.1.1 EPF/2036/25 – Corner Garth, Nursery Road, Loughton, IG10 4EF. Proposal: Retrospective Variation of Condition 2 Plan numbers of EPF/1780/23 - fenestration changes (Proposed improvements and extensions). (Appeal ref no: APP/J1535/D/25/3376480 – Min no PL331.1)

The Committee supported the refusal reasons of Epping Forest District Council, the local planning authority, for this application, and reiterated its previous comments, in particular, that approval of this application would undermine the planning process setting a very dangerous precedent. The Committee's previous comments, min no PL331.1, were:

"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.”

- 370.1.2 EPF/1373/25 – 32 Brook Road, Loughton, IG10 1BP. Proposal: Raising height of current brick wall and inclusion of railings. (Appeal ref no: APP/J1535/D/25/3376650– Min no PL297.3)**
The Committee NOTED the information received from Epping Forest District Council.

PL371 Planning Applications

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

371.1 Full Planning Permission:

Application No: EPF/2254/25

Officer: Alex Sadowsky

Location: 120 Valley Hill, Loughton, IG10 3AU

Proposal: Demolition of existing single storey dwelling and construction of 2no. new self-build dwellings, private amenity, off street car parking, landscaping and boundary treatment.

Members NOTED that this application was an improvement on the previous application, EPF/0806/25, but failed to address all the issues. The Committee therefore OBJECTED to this application stating the proposal remained an overdevelopment of the site, which was a poor location for the proposed development. The proposed building line was forward of the

existing and was quite prominent from the Greensted Road side. The Valley Hill elevation was squashed on to the end building, creating a negative impact on the street scene.

The application failed to address the biodiversity net gain, which would be exacerbated by the loss of garden space with no planting scheme included.

Members NOTED that no external layout drawings had been submitted, showing what the applicant expected to achieve with the development.

The Committee reiterated its assertion that, this was 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 proposal would therefore be contrary to Policies DM5, DM9, DM10 and T1 (part E), 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/2359/25

Officer: Caroline Brown

Location: Land adjacent to 16 Grasmere Close, Loughton, IG10 1SL

Proposal: Proposed new self-build dwelling (re-submission of approved application EPF/2784/18).

The Committee had NO OBJECTION to this application.

371.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/2361/25

Officer: Yee Cheung

Location: 12 Lower Park Road, Loughton, IG10 4NA

Proposal: Variation of condition 2 'Plan no's' on planning permission EPF/1376/24 (Alterations and Extensions with Part Demolition to 12 Lower Park Road, with a replacement dwelling for 12a Lower Park Road).

The Committee had NO OBJECTION to this application.

371.3 Consent to display an advertisement

Application No: EPF/2390/25

Officer: Suleman Uddin

Location: 243A High Road, Loughton, IG10 1AD

Proposal: Advertisement consent for externally illuminated shopfront signage, hanging and projecting signs and window vinyl.

The Committee had NO OBJECTION to this application.

371.4 Householder Planning Permission:

Application No: EPF/1967/25

Officer: Suleman Uddin

Location: 8 High Road, Loughton, IG10 4QZ

Proposal: Erection of a two-storey rear side extension, together with full internal remodelling of the existing dwelling.

The Committee had NO OBJECTION to this application.

Application No: EPF/2358/25

Officer: Suleman Uddin

Location: 152 River Way, Loughton, IG10 3LL

Proposal: Retrospective application to retain side window, white render, and grey door and windows to an approved rear extension.

Members deplored the retrospective nature of this application.

The Committee had NO OBJECTION to this application.

Application No: EPF/2364/25

Officer: Caroline Brown

Location: 23 High Road, Loughton, IG10 4JJ

Proposal: Part single- and part two-storey side and rear extensions; roof extension involving a rear dormer to facilitate a loft conversion; demolition of existing conservatory; garage conversion to a habitable room; installation of rooflight windows to the front and sides; and alterations to fenestration.

The Committee OBJECTED to this application, stating it would result in light pollution, which was of particular concern considering the property's close proximity to the forest. The proposal would create a loss of character and fail to enhance the street scene, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/2395/25

Officer: Hannah Collins

Location: 39 Habgood Road, Loughton, IG10 1HE

Proposal: Part ground floor and part first floor rear extensions.

The Committee had NO OBJECTION to this application.

Application No: EPF/2415/25

Officer: Klajdi Koci

Location: 18 Albion Park, Loughton, IG10 4RB

Proposal: Single storey rear extension.

The Committee OBJECTED to this application stating the drawings submitted were totally inaccurate. The site plan, drawing number, BRD/25/086/004, shows the original house, (demolished to accommodate the current larger house, under planning application EPF/2832/16). Therefore, the Committee was unable to properly assess how far back the proposed would extend to and its potential impact on the neighbours.

The application stated, “no trees or shrubs would be affected by this proposal”, but members were aware that the site had TPO’d trees that could be impacted. Therefore an arboricultural report should be included.

Members considered this application should therefore be re-submitted with correct drawings and reports to be properly considered.

371.5 Consent under Tree Preservation Orders

Application No: EPF/2371/25

Officer: Robin Hellier

Location: 2 Little Dragons, Loughton, IG10 4DG

Proposal: TPO/EPF/04/70

T1: Sycamore – Selective prune on lawn side by up to 1.5m, 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.

Members considered the submitted tree plan was incorrect, there is no tree at the site indicated on the plan.

**371.6 Deemed Permission and Others– provided for information only:
There were no applications listed under this permission.**

PL372 Decisions

372.1 Decisions by Epping Forest District Council

The decision notices for November 2025 were NOTED.

PL373 Licensing Applications

373.1 Street Trading Consent Renewal Application – outside 214 High Road, Loughton

The Committee had NO OBJECTION to this application.

PL374 Enforcement and Compliance

374.1 Potential breach of planning consent: 27 Conyers Way – vehicular access and crossover – min no PL363.4

The Committee NOTED the information received from Epping Forest District Council Enforcement Officers that permission from the local planning authority was not required to form a new vehicular access in this location. This was because Conyers Way is not a classified road and as such under Class B of Part 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 these works may be carried out as permitted development.

The Planning Committee Clerk was asked to investigate the details of the above condition, as members were greatly concerned how this could impact the town's green verges, their subsequent loss and resultant ecological impact.

Signed:
Date: 15 December 2025