

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 2 March 2026 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)

PL409 Apologies for Absence

No apologies had been received for this meeting.

PL410 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications, EPF/0245/26 – 29 Algers Road, EPF/0273/26 – 51 River Way, and EPF/ 2117/25 – New Oak Lodge, England’s Lane, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL411 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 16 February 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL412 Matters for Report

412.1 Notice of Appeal

EPF/0614/25 – 8 Ollards Grove, Loughton, IG10 4DW. Proposal: Demolition of existing site property for replacement with a three-storey residential development to create 7 dwellings, plus basement car parking. (Appeal ref no: 6004590 – Min no PL233.1)

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

The Committee NOTED the contents of two letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the grounds that it was overbearing, by reason of the proposed height and bulk which would be detrimental to this part of Ollards Grove and the wider area. The three storey front elevation appears incongruous against the lower three storey Ollards Court and the proposal is forward of that building resulting in a detrimental effect on the street scene. To allow the loss of a dwelling for a block of flats would set an unwelcome precedent and creeping erosion of unsympathetic buildings further into Ollards Grove.

The proposed rear extends too far into the garden, well beyond the rear building line. At three storeys, it would create a sense of enclosure affecting the amenity of the adjacent neighbours. The excessive depth of the rear addition would result in only a small part of the garden being retained, being far too small for seven dwellings and resulting in a lack of amenity for the residents of those dwellings. It would also negatively impact the amenity of the occupiers at No 10 given the intensity of the use of the space.

The proposed second floor terrace would overlook the garden of No 10 to the detriment of their privacy. The first floor terrace has been set back slightly but would still result in unacceptable overlooking of No 10. Contrary to Policies DM9 and DM10 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members noted some windows and floors of the neighbouring properties were missing from the drawings and the architect has drawn the 45 degree line in the wrong position. The accuracy of their daylight assessment is therefore questionable.

The loss of the existing building is unjustified on sustainability and embedded carbon grounds. No justification has been provided for its demolition or about the recycling of the existing materials in the building. There are no public benefits associated with the redevelopment and the existing dwelling appears to be in good condition and is not unattractive. This would be contrary to Policy DM20 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The additional vehicular movements to remove the entire existing building and replace it with a brand new one would also impact on the EFSAC. Members noted and supported the report from Natural England in this regard.

4.2 Proposed Amended Planning Application EPF/2525/25 – Garage at 4 Church Hill, Loughton, IG10 1LA. Proposal: Minor external alterations including fenestration works, installation of rooflights and removal of side door access to Use Class E unit – Min no PL379.2

The Planning Committee Clerk informed members that notification had been received from the Planning Agent for this application, advising that the Committee's previous concerns had been addressed in the proposal. The agent was advised to submit the amended proposal to the local planning authority to enable re-consultation by this Committee as deemed appropriate by the Planning Officer.

PL413 Draft North Weald Bassett Neighbourhood Plan

The Committee AGREED to defer this item to its next meeting, on 16 March 2026, as the consultation period ends on Monday 30 March 2026.

PL414 Planning Applications

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

414.1 Full Planning Permission:

No applications were listed under this permission.

414.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/0348/26

Officer: Mohinder Bagry

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

Proposal: Variation of Condition 2 Plan numbers of EPF/1425/25 (First floor side extension with alterations to tiled roof and repositioning of existing dormer).

The Committee had NO OBJECTION to this application.

414.3 Consent to display an advertisement

No applications were listed under this permission.

414.4 Householder Planning Permission:

Application No: EPF/0177/26

Officer: Suleman Uddin

Location: 26 Hanson Drive, Loughton, IG10 2EB

Proposal: Retrospective application for new driveway area and steps.

The Committee OBJECTED to this application stating the proposal failed to include a request for a crossover/dropped kerb. The applicant should resubmit an amended proposal including such a request, which would facilitate access to the new drive for the applicant, prevent the erosion of the kerb and avoid other vehicles parking across the driveway.

Application No: EPF/0254/26

Officer: Loredana Ciavucco

Location: 29 Algiers Road, Loughton, IG10 4NG

Proposal: Extension of existing dropped kerb, loft conversion with rear dormer and front roof lights and single storey wrap around extension.

The Committee NOTED the contents of a letter of Objection.

The Committee OBJECTED to this application on the grounds that the extended dropped kerb would remove the parking amenity for general use on the highway, and considered the proposal would result in a loss of biodiversity, the existing hedge which provided a nesting facility, should be retained.

The proposed rooflights on the front elevation were too large and would have a negative impact on the street scene. This proposal was contrary to Policies DM5 and DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members noted that there was a discrepancy in the plans between the elevations and sections – the sections showed smaller rooflights lower down, this was a more acceptable design. The Committee requested that clarified drawings be submitted for the proposal to be reconsidered.

Application No: EPF/0273/26

Officer: Hannah Collins

Location: 51 River Way, Loughton, IG10 3LJ

Proposal: Single storey rear extension.

The Committee NOTED the contents of a letter of Objection.

The Committee OBJECTED to this application stating the proposed railings around the roof could result in this being used as a terrace, creating overlooking of the neighbours to the detriment of their privacy. A planning condition should be included that the roof should not be used as a terrace.

The proposed sections/elevations were not clear. It was likely that the terrace was higher than no.49. Therefore there should be a minimum 1.8m tall screen to avoid side overlooking no.49, to protect the amenity of the neighbours. This proposal was contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/0287/26

Officer: Yee Cheung

Location: 15 Dunmow Close, Loughton, IG10 3AS

Proposal: Rear and part side single storey extension, replacement wall finishes to existing dormer, bay window to front elevation and garage/outbuilding to front of property.

The Committee OBJECTED to this application expressing a concern for the impact on the neighbour's amenity, due to no.16 being set back and the excessive length of the proposed extension, it was intersecting the 45 degree line from the neighbour's window. The extension must be reshaped to avoid the 45 degree intersection. This application is contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/0290/26

Officer: Klajdi Koci

Location: 65 Southview Road, Loughton, IG10 3LQ

Proposal: Proposed outbuilding.

The Committee had NO OBJECTION to this application. However, members requested a condition be included that the outbuilding should remain ancillary to the main dwelling, to be used solely for storage, as set out in the application, in order to prevent its use as a back garden development.

Application No: EPF/0320/26

Officer: Suleman Uddin

Location: 53 Pyrles Lane, Loughton, IG10 2NL

Proposal: Erection of a part single and part two storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0336/26

Officer: Caroline Brown

Location: 23 High Road, Loughton, IG10 4JJ

Proposal: Single storey ground floor rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0351/26

Officer: Mohinder Bagry

Location: 31 Wellfields, Loughton, IG10 1PA

Proposal: Two storey side extension with demolition of existing garage and conservatory (Revised Application).

The Committee had NO OBJECTION to this application.

414.5 Listed building consent (Alt/Ext)

Application No: EPF/2117/25

Officer: Yee Cheung

Location: New Oak Lodge, England's Lane, Loughton, IG10 2NZ

Proposal: Erection of dwellinghouse along with associated access, landscaping and parking areas and repair of Grade II listed gates and piers. The Committee NOTED the contents of a letter of Objection.

The Committee OBJECTED to this application, noting that the applications submitted in respect of this site (EPF/2116/25 and EPF/2117/25) had ambiguous descriptions, failing to set out clearly what proposal each application referred to. Members also noted that no application form had been submitted for this separate listed building consent application.

The Committee strongly supported the three recommendations of the Conservation Officer in respect of this application, being:

1. Revision of application type: the applications should be amended to clearly distinguish between works requiring planning permission and those requiring listed building consent.
2. Submission of an adequate Heritage Statement.
3. Boundary Treatments and Fencing: Further detailed drawings and product specifications to be submitted for the proposed.

This application is contrary to policies DM7 and DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

414.6 Consent under Tree Preservation Orders

Application No: EPF/0333/26

Officer: Robin Hellier

Location: 38 Upper Park, Loughton, IG10 4EQ

Proposal: TPO/EPF/05/89 (Ref: T2)

T1: Cypress - Crown reduce height and side by up to 3m. 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.

No information has been supplied in the application to justify the proposed works. The Committee therefore objected to this application.

414.7 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications, commenting on application EPF/0318/26 – 23 Hillyfields (see below):

Application No: EPF/0231/26

Officer: Hannah Collins

Location: 11 Crossfields, Loughton, IG10 3PY

Proposal: Approval of Details Reserved by Conditions 3 Surface Water Drainage and 4 Broadband of EPF/0975/19 Allowed on Appeal (Erection of a single storey rear extension and erection of a new attached dwelling, following demolition of existing garage).

Application No: EPF/0238/26

Officer: Klajdi Koci

Location: 26 Ladyfields, Loughton, IG10 3RP

Proposal: Certificate of Lawful Development for proposed front porch and side toilet cubicle.

Application No: EPF/0275/26

Officer: Loredana Ciavucco

Location: 28 Ollards Grove, Loughton, IG10 4DW

Proposal: Approval of details reserved by conditions No. 11 Details of surface water disposal and No. 13 Landscape details of EPF/2473/25 (Variation of Condition 2 Plan numbers and 7 Materials of EPF/0856/25 (Replacement Single Dwelling House)).

Application No: EPF/0318/26

Officer: Klajdi Koci

Location: 23 Hillyfields, Loughton, IG10 2JT

Proposal: Certificate of Lawful Development for proposed ancillary outbuilding.

**The Committee had no objection to this application, but requested a condition be imposed that the outbuilding remains ancillary to the main dwelling. Members also requested that the Building Inspector be alerted as to how the applicant will instal drainage for the toilet and shower.

Application No: EPF/0352/26

Officer: Muhammad Rahman

Location: Alandale Scaffolding, Langston Road, Loughton IG10 3SL

Proposal: Approval of Details Reserved by Condition 6 (Archaeology) of EPF/1165/22 (Outline application for a New Data Centre with some matters reserved (Except Access, Layout & Scale).

PL415 Decisions

415.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL416 Licensing Applications

416.1 Application for a Pavement Licence – Esquires Coffee, 243 High Road, Loughton, IG10 1AD

The Committee OBJECTED to this application. Members noted that the drawing provided was incorrect. There is existing street furniture located on the pavement at the site and the pavement narrows towards the traffic lights. One table with 4 chairs (as drawn) would occupy a 2m zone, thus would hinder foot traffic. This is also an ad hoc parking space for various food delivery bikes.

The Committee would be willing to waive its objection if the application was amended to include either 2 small tables with 2 chairs each (as approved for Zambrero, 295 High Road) or 1 small table with 3 chairs (as was Starbucks, previously located at this site) to reduce the projection across the pavement.

PL417 Enforcement and Compliance

No Enforcement notices had been received.

Signed:

Date: 16 March 2026