

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 13 April 2026 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
W Dodd K-W Lee S Murphy
C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

4 Member of the public.

The Committee AGREED to bring forward planning application, EPF/0597/26 – 8 Summerfield Road, following agenda item 3, Confirmation of Minutes, as members of the public present at the meeting had an interest in this item.

PL438 Apologies for Absence

Apologies had been received from Cllrs Davies and Minhas. No substitutes had been received for this meeting. Cllr Riley advised that he would therefore Chair this meeting in the absence of Cllr Davies.

PL439 Declarations of Interest

Cllr Ubah declared a non-pecuniary interest in planning application EPF/0597/26 – 8 Summerfield Road, having been approached by the applicant, but had advised only in relation to the planning process, rather than the actual proposal under consideration.

PL440 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 30 March 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL441 Planning Application

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

441.1 Householder Planning Permission:

Application No: EPF/0597/26

Officer: Loredana Ciavucco

Location: 8 Summerfield Road, Loughton, IG10 4JF

Proposal: Extension of a lower ground floor basement with associated hard and soft landscaping. Repositioning of external access stairwell.

The Committee NOTED the contents of two letters of support and 3 letters of objection in respect of this application.

Two members of the public addressed the meeting, one in support and one against this proposal.

The Committee had NO OBJECTION to this application, in principle.

However, members expressed strong CONCERNS that strict conditions be imposed, by the local planning authority, should it be mindful to approve, for a comprehensive Basement Impact Study to be provided and the construction to be closely monitored by Building Control Officers, especially in light of neighbouring properties having previously experienced subsidence, to comply with condition DM12 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members also requested a condition for greater soft landscaping to be included, than currently included in the application, to mitigate the loss of the existing greenery/biodiversity, and to soften the street scene, in compliance with condition DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

PL442 Matters for Report

442.1 Notice of Appeal

**442.1.1 EPF/2537/25 – 38 Queens Road, Loughton, IG10 1RS.
Proposal: Single storey rear extension and hip-to-gable loft conversion with front and rear dormers. (Appeal ref no: 6007035 – Min no PL379.5)**

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

PL443 Planning Applications

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

443.1 Full Planning Permission:

There were no applications listed under this permission.

443.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/0599/26

Officer: Yee Cheung

Location: 43 Alderton Hill, Loughton, IG10 3JD

Proposal: Variation of condition 2 'plan numbers' of EPF/0754/24 (Demolition of existing house and construction of new detached dwelling).

The Committee OBJECTED to this application, reiterating its previous comments that have failed to be addressed – min no PL306.2:
“The Committee OBJECTED to this application on the grounds that the proposed ASHPs (Air Source Heat Pumps) etc would be visible above the parapet, they were too large and need to be hidden from view, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023). A solution would need to be sought to mitigate this.”

The omission of the full roof plant details in the submitted plans prevented proper consideration of this proposal. Fresh drawings should be provided to facilitate scrutiny of this.

443.3 Consent to display an advertisement

No applications had been listed under this permission.

443.4 Householder Planning Permission:

Application No: EPF/0532/26

Officer: Suleman Uddin

Location: 86 Southern Drive, Loughton, IG10 3BX

Proposal: Single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0621/26
Officer: Loredana Ciavucco
Location: 36 Roding Gardens, Loughton, IG10 3NH
Proposal: Single storey rear extension.

The Committee had NO OBJECTION to this application.

Cllr Ubah left the meeting briefly during the following item.

Application No: EPF/0624/26
Officer: Hannah Collins
Location: 33 Woodland Road, Loughton, IG10 1HQ
Proposal: Proposed single storey wrap around extension.

The Committee had NO OBJECTION to this application in principle. However, the plans were incorrectly labelled. The applicant should therefore resubmit correctly labelled plans to be reconsidered, and to avoid any ambiguity in what is approved, should the local planning authority be mindful to do so.

Cllr Ubah returned to the meeting.

Application No: EPF/0637/26
Officer: Nathaniel Raimi
Location: 73 Tycehurst Hill, Loughton, IG10 1BZ
Proposal: Rear and front extensions.

The Committee had NO OBJECTION to this application.

443.5 Listed building consent (Alt/Ext)

443.6 Consent under Tree Preservation Orders

Application No: EPF/0593/26
Officer: Robin Hellier
Location: 4 Hazelwood, Loughton, IG10 4ET
Proposal: TPO/EPF/26/11
T9: Tulip - Crown reduction up to 30%, 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 proposed 30% reduction was too severe for this tree and requested that the Tree Officer makes a site visit to assess the condition of the tree and recommend the best way to improve and protect it from further damage.

Application No: EPF/0641/26
Officer: Robin Hellier
Location: 1 Highview Close, Loughton, IG10 4EG
Proposal: TPO/EPF/07/79
T39: Coast Redwood - Crown reduce height by up to 4m and spread 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.

Members considered the tree currently enhanced the street scene and the proposal would negatively impact that and the biodiversity, particularly considering its close proximity to the Forest.

443.7 Deemed Permission and Others– provided for information only:

Application No: EPF/0654/26

Officer: Hannah Collins

Location: 11 Crossfields, Loughton, IG10 3PY

Proposal: Approval of Details Reserved by Condition 3 Surface Water Drainage of EPF/0975/19 Allowed on Appeal (Erection of new dwelling, following demolition of existing garage).

The Committee NOTED this application.

Application No: EPF/0670/26

Officer: James Rogers

Location: 195 Englands Lane, Loughton, IG10 2NU

Proposal: The proposal is for a 6m single storey rear extension.

The Committee OBJECTED to this application. The proposed 6m extension would negatively impact the amenity of the neighbour, being on the boundary and extending across the full width of the property. It would set a dangerous precedent. Members believed this application should be made under a householder application.

PL444 Decisions

444.1 Decisions by Epping Forest District Council

The Committee NOTED the decisions for March 2026.

PL445 Licensing Applications

No applications had come to the attention of officers.

PL446 Enforcement and Compliance

No Enforcement notices had been received.

The Planning Committee Clerk advised members that a resident had contacted the office today advising that building works had been carried out at 4 Barrington Road without any evidence of planning permission being sought. The property also appeared to be set up to be an HMO (House of Multiple Occupancy). The resident was advised to contact Enforcement Officers at Epping Forest District Council to investigate and act as appropriate.

Signed:

Date: 27 April 2026