

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 27 April 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)

PL447 Apologies for Absence

No apologies for absence had been received for this meeting.

PL448 Declarations of Interest

The Committee declared a non-pecuniary interest in planning application, EPF/0651/26 – 295-309, High Road; and EPF 0508 26 - 26 Station Road, considered under Matters for Report, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Riley declared a non-pecuniary interest in planning application EPF/0692/26 – 28 Albion Hill, as he lives nearby.

Cllr Ubah declared a non-pecuniary interest in planning application EPF/2553/25 – 8 Summerfield Road, listed under Matters for Report – Notice of Appeal, having been contacted by the applicant with regards the planning process, rather than the actual proposal itself.

PL449 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 13 April 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL450 Matters for Report

450.1 Change to Written Representation Planning Appeals

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

450.2 Notices of Appeal

450.2.1 EPF/2305/25 – 8 Mulberry Interiors, Church Hill, Loughton, IG10 1LA. Proposal: Erection of new dwelling within rear garden of 8 Church Hill, alterations to front elevation of main building, internal alterations to existing first floor flat and combining of two commercial units to form one commercial unit. (Appeal ref no: 6007526 – Min no PL363.1)

The Committee 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 a letter of objection.

The Committee OBJECTED to this application stating it was a very poor development providing substandard residential accommodation due to its siting with no parking provision.

The proposal was unacceptable backland development, out of character with the York Hill Conservation Area. This part of the conservation area being characterised by triangular green spaces that would be lost should such rear garden housing development be permitted.

Situated at the rear of a commercial ground floor property, facing onto unregulated parking to the back of 10 Church Hill, it would provide undesirable living conditions for the residents, creating a negative impact to their amenity late into the evening.

The parking survey, undertaken at 1am for two days in middle of the week, was based on Lambeth Council planning policy, irrelevant for Epping Forest, which is a very different area with different commuting and parking issues. Members know there are rarely empty spaces on Church Hill and the surrounding area during the daytime. The parking survey should be carried out during the day and weekends.

The rooflights when lit in the evenings would be visible to neighbouring properties and, by the nature of the residential use, the rear would need to be illuminated when people were accessing the dwelling in the evening, thus disturbing neighbouring residents.

Members also supported the conservation officer's serious concerns regarding the poor design of the shopfronts.

The proposal would be contrary to Policies DM7 and 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.

450.2.2 EPF/2553/25 – 8 Summerfield Road, Loughton, IG10 4JF.

Proposal: Erection of rear extensions at ground and first floor level, along with excavation of basement, and roof alterations including removal of chimney. (Appeal ref no: 6007735 – Min no PL379.1)

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

450.3 Epping Forest District Council Planning Committee Notifications

450.3.1 EPF/1598/25 – 27 Carroll Hill, Loughton, IG10 1NL. Proposal: Demolition of existing dwelling to create new 6 bedroom detached dwelling with dormers in roof to front and rear elevations – Min no PL363.1

450.3.2 EPF/2254/25 – 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 – Min no PL371.1

The Chairman, Cllr Davies, confirmed that she was available to attend the Planning Committee A meeting at EFDC to comment on the two planning applications above, and requested that the Planning Committee Clerk register her to speak at that meeting.

450.4 Replacement of Removed TPO Trees at 26 Station Road, IG10 4NX – min no 434.4

Following information being brought to the attention of the Committee, that the owner of 26 Station Road had been ordered by Epping Forest District Council (EFDC) to replace illegally removed TPO trees at the site, the Committee was subsequently advised that the order has failed to be complied with as directed.

The Committee considers that the replanting of an alder tree, a different species, and in a different location to the removed TPO tree to be in breach of Section 206 of the Town and Country Planning Act 1990. A replacement evergreen tree of the same species should be planted in the original location, away from the neighbour's fence – where this replacement tree has been planted, to prevent any negative impact on amenity and to restore the screening previously afforded to the neighbour.

Members strongly requested that the EFDC Tree Officer urgently investigates this matter and takes appropriate action to ensure compliance with this order, in accordance with Policy DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

PL451 Planning Application Notification Omission

The Committee requested that the Planning Committee Clerk bring this matter to the attention of the Planning Services Manager at Epping Forest District Council, the local planning authority, regarding this oversight and for procedures to be investigated.

Members were particularly concerned about this planning application, EPF/2505/25 – 2 Church Hill, Loughton, IG10 1LA. Proposal: Certificate of Lawful Development for proposed use as children's day nursery with associated alterations, on the grounds that it would be the loss of a retail business in the area; that the building is an historic building, of huge importance, located in a very prominent position next to King's Green, forming part of the York Hill Conservation Area. For this reason, members were also concerned that the application had been processed under a CLD, rather than a full planning application.

The proposal also included "a reduction in car parking area to accommodate grassed external play area" – the Committee would have objected to this aspect of the proposal being on such a narrow, dangerous road.

Cllr Ubah left the meeting during consideration of the following item.

PL452 Planning Applications

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

452.1 Full Planning Permission:

Application No: EPF/0651/26

Officer: Alex Sadowsky

Location: 295-309, High Road, Loughton, IG10 1AL

Proposal: Roof extension to provide an additional floor of residential accommodation comprising 4 flats, and associated amenity space and including a new extension of existing staircase and additional escape staircase. (Resubmission of EPF/3294/21).

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it would break up the open aspect, increasing the urbanisation of the High Road, resulting in a negative impact on the street scene. The proposed additional floor was much higher than the existing floors of this block. It would be preferable if it was set back. The proposed fenestration was excessive in size, being much larger than that of the existing flats, and would result in light pollution. The proposed rooftop garden would also result in noise pollution for existing residents.

The application failed to address Condition 12 of the last permission. The location of the privacy screens in the condition is incorrect. The purpose of the privacy screens should be to prevent overlooking back into the existing bedroom windows (and bathrooms if their windows are opened, even partially, which may expose the users inside). Hence the Privacy Screens should be located on the sides of the terraces and the entry landings (not at the ends).

The proposal would create a loss of amenity, caused by loss of outlook for residents to the rear of the building.

The application failed to provide any parking provision for the extra residents. The applicant's claim that it would be car free cannot be guaranteed without a legal agreement to prevent the occupiers from owning cars and this would be almost impossible to monitor and enforce.

The application would therefore be in contravention of 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.

Application No: EPF/0731/26

Officer: Suleman Uddin

Location: 50 Marjorams Avenue, Loughton, IG10 1PU

Proposal: Proposed roof extension with dormers to rear and side.

The Committee had NO OBJECTION to this application.

452.2 Removal/variation of conditions - Section 73 TCPA

No applications had been listed under this permission.

452.3 Consent to display an advertisement

No applications had been listed under this permission.

452.4 Householder Planning Permission:

Application No: EPF/0650/26

Officer: Suleman Uddin

Location: 37 Spring Grove, Loughton, IG10 4QD

Proposal: Erection of a single-storey rear extension and two-storey side extension, alterations to the façade including bay windows.

The Committee had NO OBJECTION to this application.

Application No: EPF/0688/26

Officer: Klajdi Koci

Location: 5 Drayton Avenue, Loughton, IG10 3DF

Proposal: Construction of single storey rear extension.

The Committee had NO OBJECTION to this application.

Cllr Ubah rejoined the meeting during consideration of the following item.

Application No: EPF/0692/26

Officer: Klajdi Koci

Location: 28 Albion Hill, Loughton, IG10 4RD

Proposal: Proposed extensions to front, side, rear and roof to enlarge and update the existing detached house including basement.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating the proposal would result in a loss of privacy, negatively impacting the amenity of the neighbours in Pollards Close, caused by the loss of screening following removal of the trees. The Tree Report provided failed to justify the loss of any trees at the site. Members expressed concern for potential damage to mature trees at the site.

The proposal was therefore contrary to Policies DM9 and DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/0699/26

Officer: Klajdi Koci

Location: 62 Wellfields, Loughton, IG10 1NY

Proposal: Erection of Front Porch, Two-Storey Side and Rear Extension, Loft Conversion with Rooflights.

The Committee OBJECTED to this application stating the proposed had increased, following previous refused applications for this site, EPF/1249/25 and EPF/0403/25, with the entrance lobby and the roof extension.

The proposed rear of the ground and first floor remain the same as the rejected applications. The current proposal failed to address the reasons for refusal.

The first floor included an extra bedroom facing no.64, being a side window, this room would face a solid wall at close distance, which would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

There are 2 drawings for the Proposed Ground Floor, P-04 and P-06 of different versions. The proposed elevations neither tally with themselves nor with the proposed plans. These must be corrected and resubmitted.

Application No: EPF/0712/26

Officer: Klajdi Koci

Location: 61 Traps Hill, Loughton, IG10 1TD

Proposal: Erection of replacement front boundary wall and soft landscaping.

The Committee OBJECTED to this application stating the proposal was out of keeping with the street scene. No other neighbouring properties on this part of Traps Hill or in Sparelease Hill have this style of boundary treatment. It would create a dangerous precedent. The open aspect should be maintained. The proposal would be contrary to Policies DM9 and DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

If the local planning authority was mindful to approve this application, members requested that a condition for soft landscaping should be included to soften the street scene.

Application No: EPF/0718/26

Officer: Klajdi Koci

Location: 16 The Uplands, Loughton, IG10 1NH

Proposal: Part demolition at ground floor level, single storey side extension and new covered porch to serve main entrance.

The Committee had NO OBJECTION to this application.

Application No: EPF/0733/26

Officer: Loredana Ciavucco

Location: 70 Alderton Hall Lane, Loughton, IG10 3HE

Proposal: Single storey side extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0741/26

Officer: Klajdi Koci

Location: 27 Conyers Way, Loughton, IG10 2AB

Proposal: Rear extension for disabled person (Amended application to EPF/2283/25).

The Committee had NO OBJECTION to this application.

Application No: EPF/0749/26

Officer: Hannah Collins

Location: 7 High Silver, Loughton, IG10 4EL

Proposal: Demolition of the existing garage and erection of a replacement two-storey outbuilding to provide additional residential accommodation for ancillary use.

The Committee OBJECTED to this application, stating the proposal failed to address the previous refusal reasons (planning application EPF/2559/25) of the local planning authority, which members supported. This application provided less interior information than the previous proposal.

However, members requested, that if approved, a condition be imposed for the outbuilding to remain ancillary to the main dwelling.

452.5 Listed building consent (Alt/Ext)

No applications had been listed under this permission.

452.6 Consent under Tree Preservation Orders

Application No: EPF/0586/26

Officer: Robin Hellier

Location: 5 Salcombe Park, High Road, Loughton, IG10 4QT

Proposal: TPO/EPF/09/90

T1: Lime - 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.

Members considered insufficient reason had been provided to fell this tree.

Application No: EPF/0734/26

Officer: Thomas Peppiatt

Location: 17 Albion Hill, Loughton, IG10 4RA

Proposal: TPO/EPF/23/88 (Ref: T26)

T1: Horse Chestnut - Crown reduce to previous points, 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 window to undertake works for this season had been missed, and the tree would now be growing.

452.7 Deemed Permission and Others– provided for information only:

Application No: EPF/0678/26

Officer: Yee Cheung

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

Proposal: Approval of Details Reserved by Condition 4 Contaminated Land of EPF/1165/22(Outline application for a New Data Centre with some matters reserved (Except Access, Layout & Scale) (Renewal of EPF/1136/19)).

The Committee NOTED this application.

Application No: EPF/0708/26

Officer: Yee Cheung

Location: 18 Mannock Drive, Loughton, IG10 2JA

Proposal: Certificate of Lawful Development (Existing) for 6 people HMO for the main house and use of outbuilding as a self-contained residential unit.

The Committee OBJECTED to this application. The site is overdeveloped, with extensions and outbuildings covering far more than 50% of the site, resulting in a loss of amenity. No previous planning applications could be found for this site. Approval of this application would set a dangerous precedent and undermines the planning process.

Members considered this matter should be brought to the attention of Enforcement Officers.

Application No: EPF/0748/26

Officer: Klajdi Koci

Location: 57 Traps Hill, Loughton, IG10 1TD

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

The Committee NOTED this application.

Application No: EPF/0751/26

Officer: Caroline Brown

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

Proposal: Approval of Details Reserved by Condition 3 Removal of unauthorised dormer of EPF/2035/25 (Retrospective Variation of Condition 2 Plan numbers of EPF/1780/23 (Proposed improvements and extensions)).

The Committee OBJECTED to this application. The details on the drawings provided were insufficient. Members drew the attention of the Planning Officer to conditions 2 and 3 attached to EPF/2035/25, and requested that these be strictly adhered to, considering the extensive applications and the numerous breaches for this site.

2 Prior to first occupation of the building/extension hereby permitted the window(s) in the flank elevation(s) at first floor level and above, shall have been fitted with obscure glass with a minimum Pilkington privacy level 3 obscurity (or equivalent), and no part of that/those window[s] that is less than 1.7 metres above the internal floor level of the room in which it is installed shall be capable of being opened. Once installed the obscure glass shall be retained at these specifications thereafter. Reason: To prevent overlooking and loss of privacy to the occupants of neighbouring properties, in accordance with Policy DM9 of the Epping Forest District Local Plan 2011 2033 (2023) and the NPPF.

3 The existing unauthorised northeast dormer shall be removed from the dwellinghouse within six months of the decision date in accordance with a scheme of work submitted to and approved by the local planning authority. The scheme of work shall be submitted to the Local Planning Authority by no later than 3 months of the decision date. Reason: The northeast roof dormer is detrimental to the visual amenities of the locality in accordance with Policy DM9 of the Epping Forest District Local Plan 2011-2033 (2023) and the NPPF.

PL453 Decisions

453.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL454 Licensing Applications

No applications had come to the attention of officers.

PL455 Enforcement and Compliance

No Enforcement notices had been received.

Signed:

Date: 11 May 2026