

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 20 July 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 J Riley

Also present: Cllr M Fontenelle

Officers: Liz Petyt Start (Town Clerk)
Debra Paris (Planning Committee Clerk)
Jonathon Glynn (Finance Officer & Acting Planning Committee Clerk)

34 members of the public.

The Committee AGREED to bring forward the following agenda items:
planning application, EPF/1304/26 – 6 Tewkesbury Close, and planning applications EPF/1288/26 and EPF/1344/26 – both in respect of Alandale Scaffolding, Langston Road, following agenda item 3, Confirmation of Minutes as members of the public present at the meeting had an interest in these items.

PL498 Apologies for Absence

Apologies for absence had been received from Cllrs Minhas and Ubah for this meeting. No substitutes had been nominated.

PL499 Declarations of Interest

Cllr Riley declared a non-pecuniary interest in planning applications EPF/1286/26 – 21 Albion Park and EPF/1341/26 – 25 Albion Park, as he lives nearby. However, he confirmed he had not been consulted on these proposals.

Cllr Lee declared a pecuniary interest in planning application EPF/1300/26 – 80 Meadow Road, listed under Deemed Permission, being the applicant for this proposal. He confirmed that he would leave the meeting while this matter was under consideration by the Committee.

PL500 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 6 July 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL501 Planning Applications

501.1 Deemed Permission and Others – provided for information only:
(Members are reminded that comments are not normally accepted on these applications).

Approval of details reserved by a condition:

Application No: EPF/1304/26

Officer: Mohinder Bagry

Location: 6 Tewkesbury Close, Loughton, IG10 3NT

Proposal: Approval of Details Reserved by Condition 3 Landscaping of EPF/1574/24 (Change of use from waste land to garden).

The Committee NOTED the contents of four letters of objection.

A member of the public addressed the meeting.

The Committee NOTED the concerns raised by neighbouring residents and requested that Epping Forest District Council, the local planning authority, carefully considered whether the submitted details adequately satisfied the requirements of Condition 3.

The Committee considered that the submitted landscaping information appeared inconsistent and did not clearly demonstrate the extent of the proposed planting, its relationship with the existing boundary treatment, or its likely mature impact. Residents have raised legitimate concerns regarding the cumulative effect on visual amenity, openness, neighbouring outlook and biodiversity.

The Committee therefore requested that, if any uncertainty remained regarding the planting specification, layout or long-term impact, revised and fully coordinated plans should be submitted before Condition 3 was discharged.

The following two matters were taken together as they were linked:

Application No: EPF/1288/26

Officer: Yee Cheung

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

Proposal: Approval of Details Reserved by Condition 6 Archaeology of EPF/1165/22 (Outline Planning Permission EPF/1165/22 and the subsequent approved Section 73 application EPF/0388/26 (outline permission for a new data centre with some matters reserved)).

Application No: EPF/1344/26

Officer: Yee Cheung

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

Proposal: Approval of Details Reserved by Condition 14 Secure by Design of EPF/1165/22 (Outline Planning Permission EPF/1165/22 and the subsequent approved Section 73 application EPF/0388/26 (outline permission for a new data centre with some matters reserved)).

The Committee NOTED the contents of three letters of objection.

A member of the public addressed the meeting.

Members NOTED the significant public interest in the proposal for a new data centre at the above site, including a petition with over 2000 signatures and the support of this campaign from local MP, Dr Neil Hudson.

The Committee recognised and appreciated resident concerns; however, residents were advised that Epping Forest District Council, the local planning authority, had approved with conditions outline planning permission for the proposed data centre, under planning application EPF/1165/22.

The matters listed on this agenda were provided 'for information only' to Loughton Town Council, in its role as consultee in the planning process.

Residents were informed on how the planning process works and provided with contact details for the local planning authority, in order to document their concerns/objections, which should relate to the applications under consideration. This would enable the Planning Officer to take them into consideration when deciding these matters under delegated authority.

The Committee NOTED these applications.

Members of the public with an interest in these applications left the meeting.

Cllr M Fontenelle left the meeting.

PL502 Matters for Report

502.1 Planning Application Re-Consultation – Lawful Development Certificate: Proposed: EPF/1008/26 – 21 The Crescent, Loughton, IG10 4PY. Proposal: Certificate of Lawful Development for proposed hip to gable loft conversion with side dormers and front, side roof windows including alterations to the existing front porch – Min no PL477.7

Notification had been received from Epping Forest District Council (EFDC), the local planning authority, that amendments had been made to this application. The Committee was invited to comment further, following its original objection.

The Planning Committee Clerk had contacted the planning department for the amended drawings to be made available, however, the plans displayed on the planning portal only showed the original drawings.

The Committee therefore requested the amended drawings be provided for examination and that the consultation period be extended to allow consideration of this proposal at its next meeting on 3 August 2026.

PL503 Planning Applications

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

503.1 Full Planning Permission:

No applications had been listed under this permission.

503.2 Removal/variation of conditions - Section 73 TCPA

No applications had been listed under this permission.

503.3 Consent to display an advertisement

No applications had been listed under this permission.

503.4 Householder Planning Permission:

Application No: EPF/1264/26

Officer: Loredana Ciavucco

Location: 61 Spring Grove, Loughton, IG10 4QE

Proposal: Rear ground, first and roof extension to existing detached dwelling, with small extension to front.

The Committee had NO OBJECTION to this application.

Application No: EPF/1286/26

Officer: Hannah Collins

Location: 21 Albion Park, Loughton, IG10 4RB

Proposal: Proposed Garden Room with Demolition of Existing Outbuilding.

The Committee OBJECTED to this application on the grounds that the proposed Garden Room would negatively impact the TPO trees at this site, damaging the roots. The tree report provided for this application, which appeared to be a desk top study, was inadequate and, failed to identify all the TPO trees at the site.

The outbuilding should be 1m from the boundary (with no.20) and the common passage. The repositioning and reduction in size would avoid the clash with the trees and other established planting, while allowing for maintenance (for non-masonry construction).

The Committee confirmed it would withdraw its OBJECTION, if the applicant agreed to these recommendations.

Application No: EPF/1297/26

Officer: Klajdi Koci

Location: 17 Englands Lane, Loughton, IG10 2QX

Proposal: Installation of insulation and render to front and side elevations.

The Committee OBJECTED to this application, stating this group of houses maintained the original character and heritage of these dwellings. The front elevation must remain unchanged to preserve the street scene.

While appreciating the need for the proposed insulation, the insulated render could start at 500mm from the corner on the side elevation towards the rear, to preserve the important brick detail.

The proposed would also create further negative impacts:

- The retained timber features would be on a plane set back 50mm from the face of the insulated render
- It would create strange junctions around the windows.
- The insulated render would protrude past the sills (or on the same plane) resulting in strange forms.

The proposal would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Cllr M Fontenelle returned to the meeting during the following item.

Application No: EPF/1305/26

Officer: Suleman Uddin

Location: 4 Chapel Terrace, Forest Road, Loughton, IG10 1ED

Proposal: Demolition of rear conservatory / wc and erection of single storey extension with pitched roof and roof windows. Removal of chimney stack between 3 & 4 Chapel Cottages.

The Committee had NO OBJECTION to this application. However, members expressed concern that a party wall agreement should be in place regarding the removal of the chimney stack between nos.3 & 4.

Application No: EPF/1329/26

Officer: Mohinder Bagry

Location: 125 The Lindens, Loughton, IG10 3HU

Proposal: Single storey rear extension and change of use of garage into habitable room.

The Committee had NO OBJECTION to this application.

Application No: EPF/1335/26

Officer: Mohinder Bagry

Location: 5 Brooklyn Avenue, Loughton, IG10 1BJ

Proposal: Demolition of existing rear conservatory and construction of single-storey rear ground floor extension with flat roof design.

The Committee had NO OBJECTION to this application.

Application No: EPF/1341/26

Officer: Suleman Uddin

Location: 25 Albion Park, Loughton, IG10 4RB

Proposal: Proposed single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1348/26

Officer: Kelly Sweeney

Location: 22 Hatfields, Loughton, IG10 1TJ

Proposal: Retrospective consent for annexe in rear garden with solar panels and green roof. Levelling of garden to form a levelled access.

Members deplored the retrospective nature of this application.

The Committee had NO OBJECTION to this application.

However, members noted that the annexe footprint had increased from 69sqm to 81.5sqm since application EPF/0470/24 (an 18% increase). Even though the annexe was set into the excavated area, the mass had moved forward 5m towards the main house (ie 9.4m distance from the house).

If the solar panels are yet to be installed, the panels will face south and therefore the upper back end (and their framework) will be facing the house. The significant repositioning of the annexe towards the house and the solar panels at low level (not the usual house roof level) along with their orientation could result in an adverse visual impact on the neighbours either side.

The excavation was very extensive hence the officer should visit the site to check the accuracy of the extent of the excavated area (plan and depth) as well as the building height.

The Committee requested that should the local planning authority be mindful to approve this application; a condition is imposed for the annexe to remain ancillary to the main dwelling.

Application No: EPF/1349/26

Officer: Mohinder Bagry

Location: 3 Treetops View, Loughton, IG10 4PR

Proposal: Part single, part two storey rear extension with provision of windows to rear roof slope.

The Committee had NO OBJECTION to this application.

503.5 Listed building consent (Alt/Ext)

No applications had been listed under this permission.

503.6 Consent under Tree Preservation Orders

Application No: EPF/1195/26

Officer: Thomas Peppiatt

Location: 3 Wallers Hoppet, Loughton, IG10 1SP

Proposal: TPO/EPF/08/91 (Ref: T3)

T1: Oak - 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 NOTED that the application failed to offer or specify a replacement tree.

Application No: EPF/1282/26

Officer: Robin Hellier

Location: Highview Court, High Road, Loughton, IG10 4QZ

Proposal: TPO/EPF/24/88 (Ref: A1)

G1: 2 x Lime - Crown lift by up to 3m to clear pavement, as specified.

G2: 7 x Lime - Reduce lateral growth back to hedge line to clear access road by up to 5m, as specified.

G2: 1 x Lime - Prune back stems from roof, as specified.

G3: Privet - Prune back to clear garage roof 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/1283/26

Officer: Robin Hellier

Location: Highview Court, High Road, Loughton, IG10 4QZ

Proposal: TPO/EPF/24/88 (Ref: A1)

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 NOTED that the application failed to offer or specify a replacement tree.

The Committee considered some surgery to this tree could potentially save it, rather than taking the drastic option of felling. Cutting the tree back and removal of the ivy, which would likely kill the tree, would be a preferable solution.

503.7 Deemed Permission and Others – provided for information only:

Lawful Development Certificate Proposed:

Application No: EPF/1239/26

Officer: Klajdi Koci
Location: 7 Forest Way, Loughton, IG10 1JG
Proposal: Certificate of Lawful Development for proposed replacement roof.

The Committee NOTED this application.

Application No: EPF/1261/26
Officer: Suleman Uddin
Location: 152 Borders Lane, Loughton, IG10 3SB
Proposal: Certificate of Lawful Development for proposed loft conversion with rear dormer and front roof lights.

The Committee NOTED this application.

Application No: EPF/1271/26
Officer: Mohinder Bagry
Location: 18 Woodland Road, Loughton, IG10 1HJ
Proposal: Certificate of Lawful Development for proposed single storey rear extension.

The Committee NOTED this application.

Cllr Lee left the meeting for the following item.

Application No: EPF/1300/26
Officer: Klajdi Koci
Location: 80 Meadow Road, Loughton, IG10 4HX
Proposal: Certificate of Lawful Development for proposed replacement and extension of existing side entrance lobby.

The Committee NOTED this application.

Cllr Lee returned to the meeting.

Application No: EPF/1309/26
Officer: Mohinder Bagry
Location: 16 St Johns Road, Loughton, IG10 1RZ
Proposal: Certificate of Lawful Development for proposed extension to provide a dormer and roof lights.

The Committee OBJECTED to this application, stating the plans for the proposed first floor and roof extension were missing. The application should be re-submitted with accurate drawings to show the proposed, in order that the neighbour was aware and able to comment accordingly.

Application No: EPF/1340/26
Officer: Klajdi Koci
Location: 27 Burney Drive, Loughton, IG10 2DX
Proposal: Certificate of Lawful Development for proposed loft conversion incorporating the construction of a rear dormer roof extension and the installation of two rooflights to the front roof slope.

The Committee OBJECTED to this application. The roof plan was incorrectly drawn. The roof light over the stairs was too close to the party wall. This should be narrower and away from the party wall for Building Regulations, for buildability, and to improve the street scene.

Prior approval Part 1 Class A.1(ea): Larger home extension

Application No: EPF/1291/26

Officer: Marie-Claire Tovey

Location: 105 Swanshope, Loughton, IG10 2NB

Proposal: Ground floor single storey rear extension.

The Committee NOTED this application. However, members would support any neighbour objection to protect neighbour amenity if submitted to the local planning authority.

Approval of details reserved by a condition:

Application No: EPF/1322/26

Officer: Loredana Ciavucco

Location: 16 Hillcrest Road, Loughton, IG10 4QQ

Proposal: Approval of Details Reserved by Condition 4 Surface Water Drainage of EPF/1581/23 (Single storey extension to garage at front of property and a change of ridge height to front hipped roof. Double storey extension to the rear of the property along with re-configuration of internal layout. Landscaping of garden and addition of garden room and gazebo. Addition of air source heat pumps to main residence, along with solar panels to roofs falling under permitted development).

The Committee supported the comments of the Epping Forest District Council, Flood Risk Engineer, Environmental Protection & Drainage Team in respect of this application.

Application No: EPF/1338/26

Officer: Loredana Ciavucco

Location: 8 Summerfield Road, Loughton, IG10 4JF

Proposal: Approval of Details Reserved by Condition No. 3: Structural Method Statement of EPF/2553/25 (Erection of rear extensions at ground and first floor level, along with excavation of basement, and roof alterations including removal of chimney).

The Committee NOTED this application.

PL504 Decisions

The Committee NOTED the decisions of Epping Forest District Council for June 2026. Members observed that a number of decisions supported the comments of this Committee.

PL505 Licensing Applications

No applications had come to the attention of officers.

PL506 Enforcement and Compliance

No Enforcement notices had been received.

Signed:

Date: 3 August 2026