

**LOUGHTON TOWN COUNCIL  
PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 3 August 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  
J Riley C Ubah S Murphy (as substitute)

**Also present:**

**Officers:** Debra Paris (Planning Committee Clerk)

5 members of the public.

The Committee AGREED to bring forward the following agenda items: planning applications, EPF/1419/26 – 39 Hillcrest Road, and EPF/1392/26 – 26 Station Road, under agenda item 4, Public Representations, as members of the public present at the meeting had an interest in these items.

**PL507 Apologies for Absence**

No apologies for absence had been received for this meeting. Cllr Murphy had been nominated as substitute for the Committee vacancy.

**PL508 Declarations of Interest**

The Committee declared a non-pecuniary interest in planning application: EPF/1392/26 – 26 Station Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllrs Dodd & Minhas further declared that they had both been contacted in their role as St Mary's Ward Councillors by residents in relation to ongoing issues at the above application site.

**PL509 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 20 July 2026 were CONFIRMED as a correct record and signed by the Chairman.

**PL510 Public Representations**

**510.1 Planning Applications:**

**Householder Planning Permission:**

**Application No:** EPF/1419/26

**Officer:** Suleman Uddin

**Location:** 39 Hillcrest Road, Loughton, IG10 4QH

**Proposal:** Erection of two storey front, side and rear extension. Lower ground level extension. Rear raised patio. Loft conversion.

A member of the public addressed the meeting.

The Committee OBJECTED to this application. Members appreciated that the scale of the proposal had been reduced from the previous application, EPF/0695/26, and the rear elevations improved in certain aspects.

However, the application had not been reduced sufficiently to overcome the previous reasons for refusal by the local planning authority or the objections of this Planning Committee.

The front elevation issues have not been addressed; it remained lacking in character and was out of keeping with the street scene. The excessive use of light and glass at the rear had been scaled back but was still too much and would result in light pollution that would negatively impact wildlife and its habitats, along with creating a detrimental effect on the amenity of the neighbours through overlooking.

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

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

**Lawful Development Certificate Proposed:**

**Application No:** EPF/1392/26

**Officer:** Klajdi Koci

**Location:** 26 Station Road, Loughton, IG10 4NX

**Proposal:** Certificate of Lawful Development to demonstrate implementation of consents previously granted - EPF/1224/03 - EPF/0011/25 - EPF/1478/25.

A member of the public addressed the meeting.

The Committee NOTED the concerns raised by neighbouring residents regarding the total disregard this applicant has had for the planning process, building what they wanted and not adhering to the drawings that had been approved or deemed lawful under applications submitted.

The Committee requested that Epping Forest District Council, the local planning authority, does not determine this proposal until it is satisfied that the Lawful Development Certificate meets all the necessary requirements. Any planning anomalies should be referred to the Enforcement Team for appropriate action to be taken.

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

**PL511 Matters for Report**

**511.1 Notice of Appeal**

**EPF/0515/26 – 37 Spring Grove, Loughton, IG10 4QD. Proposal: Certificate of Lawful Development for proposed hip to gable loft conversion with rear dormer and front roof lights. (Appeal ref no: 6012496 – Min no PL434.7)**

The Committee supported the refusal reasons of the local planning authority regarding this Certificate of Lawful Development, being:

- 1 This decision is made with reference to the following plan numbers: PL.1, PL.2, PL.3, PL.4, PL.5, PL.6, PL.7, PL.8 and PL.9.
- 2 The edge of the rear dormer does not maintain a distance of 0.2m from the eaves of the original roof. The Local Planning Authority is not therefore satisfied that the proposal is permitted development having regard to the provisions of Class B of Part 1 of Schedule 2 of the Town & Country

Planning (General Permitted Development) (England) Order 2015 (as amended).

**511.2 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

The Committee NOTED the latest information received from the Planning Officer regarding this re-consultation.

However, the Committee re-iterated its previous comments regarding this application, and requested that the Planning Officer reviewed all previous objections and refusal reasons of the local planning authority regarding this site when considering this proposal, believing them to still be relevant.

**PL512 Planning Applications**

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

**512.1 Full Planning Permission:**

No applications had been listed under this permission.

**512.2 Removal/variation of conditions - Section 73 TCPA**

**Application No:** EPF/1358/26

**Officer:** Nathaniel Raimi

**Location:** 10 Sparelease Hill, Loughton, IG10 1BT

**Proposal:** Variation of Condition 2 Plan numbers of EPF/1490/25 (Demolition of existing dwelling and replacement).

The Committee OBJECTED to this application stating the proposed second floor terrace would result in overlooking and therefore be detrimental to the amenity of the neighbours.

Members considered there was insufficient information provided in respect of the front boundary and front elevation to properly consider these aspects of the proposal. Fresh complete drawings should be submitted to enable proper consideration of these elements of the application. This application would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

**512.3 Consent to display an advertisement**

No applications had been listed under this permission.

**512.4 Householder Planning Permission:**

**Application No:** EPF/1345/26

**Officer:** Klajdi Koci

**Location:** 35 Algiers Road, Loughton, IG10 4NG

**Proposal:** Construction of Single Storey Extension to provide wellbeing room and outdoor kitchen area.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1371/26

**Officer:** Mohinder Bagry

**Location:** 11 Broadstrood, Loughton, IG10 2SB

**Proposal:** Proposed single storey side & rear extension to accommodate a swimming pool building & associated internal works.

The Committee OBJECTED to this application on the grounds that the proposal would have a negative impact on the neighbour's amenity at no.9. No arboricultural reports had been provided; therefore it was not possible to accurately gauge the impact on the trees on the boundary. A report should be provided before deciding this application.

**Application No:** EPF/1375/26

**Officer:** Hannah Collins

**Location:** 8 Englands Lane, Loughton, IG10 2QQ

**Proposal:** Demolition of existing ground floor rear conservatory and erection of single storey rear extension and first floor rear extension.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1409/26

**Officer:** Loredana Ciavucco

**Location:** 27 Honeycroft, Loughton, IG10 3PR

**Proposal:** Single storey rear and side extension.

The Committee OBJECTED to this application. Members noted that there were discrepancies in the drawings submitted. The front porch drawings do not match what is already built, and the proposed drawings for the front extension do not tally.

A revised application should be submitted for consideration.

**Application No:** EPF/1428/26

**Officer:** Suleman Uddin

**Location:** 8 Boleyn Close, Loughton, IG10 3NL

**Proposal:** Single storey rear extension and conversion of garage to habitable space.

The Committee had NO OBJECTION to this application.

**512.5 Listed building consent (Alt/Ext)**

No applications had been listed under this permission.

**512.6 Consent under Tree Preservation Orders**

**Application No:** EPF/1407/26

**Officer:** Thomas Peppiatt

**Location:** 3D Homecroft Gardens, Loughton, IG10 3RB

**Proposal:** TPO/EPF/27/93

T1: Ash - Crown reduce to give 3m clearance from property, 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 requested the tree officer closely monitors the situation.

**512.7 Prior approval Part 14 Class J: Installation or alteration etc of solar equipment on non-domestic premises**

**Application No:** EPF/1425/26

**Officer:** Caroline Brown  
**Location:** Sterling House, Langston Road, Loughton, IG10 3TS  
**Proposal:** Installation of rooftop solar PV system.

The Committee had NO OBJECTION to this application.

**512.8 Deemed Permission and Others – provided for information only:**

**Lawful Development Certificate Proposed:**

**Application No:** EPF/1372/26

**Officer:** Klajdi Koci

**Location:** 164 Forest Road, Loughton, IG10 1EG

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

The Committee NOTED this application.

**Application No:** EPF/1385/26

**Officer:** Klajdi Koci

**Location:** 17 Englands Lane, Loughton, IG10 2QX

**Proposal:** Certificate of Lawful Development for proposed full removal of the two existing chimney stacks, including the external stacks projecting from ground-floor level up the side elevation and above roof level.

The Committee OBJECTED to this application stating the loss of the chimney stacks would result in a loss of character, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

**Approval of details reserved by a condition:**

**Application No:** EPF/1380/26

**Officer:** Nathaniel Raimi

**Location:** 10 Spareleaze Hill, Loughton, IG10 1BT

**Proposal:** Approval of Details Reserved by Condition 8 Privacy Screen Details of EPF/1490/25 (Demolition of existing dwelling and replacement).

The Committee NOTED this application.

**Application No:** EPF/1382/26

**Officer:** Caroline Brown

**Location:** 113 Church Hill, Loughton, IG10 1QR

**Proposal:** Approval of Details Reserved by Condition 6 Surface Water Drainage of EPF/1471/19 (Residential development of x 10 no. apartments with associated parking and external amenity space. (Revised application to EPF/0610/18)).

The Committee NOTED this application.

**Application No:** EPF/1430/26

**Officer:** Nathaniel Raimi

**Location:** 1 Langston Road, Loughton, IG10 3SD

**Proposal:** Approval of Details Reserved by Condition 8 EVP of EPF/0035/24 and time frame varied under EPF/0855/25 (Redevelopment of the site to provide a new self-storage facility (Use Class B8), new light Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1) with associated car and cycle parking, landscaping and other works ancillary to the development).

The Committee NOTED this application.

**PL513 Decisions**

No decisions notices had been received.

**PL514 Licensing Applications**

**514.1 Application for a Pavement Licence – The Kauffie Company Ltd, 3A Forest Road, Loughton, Essex, IG10 1DR**

The Committee OBJECTED to this application on the grounds that the proposed 3 tables and six chairs would create an obstruction due to the siting of the electric vehicle charging point outside the premises.

Members would waive their objection if the proposal was limited to 2 tables and four chairs, extending to a maximum of 1.2m onto the pavement to protect the safety of pedestrians. However, it would require vigorous enforcement, as members were aware of several breaches in other locations throughout the town creating dangerous obstructions for pedestrians to navigate.

**PL515 Enforcement and Compliance**

No Enforcement notices had been received.

**Signed:** .....

**Date:** 17 August 2026