

LOUGHTON TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 7 September 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 (from min no PL528)
S Murphy (as substitute)

Also present:

Officers: Jonathon Glynn (Planning Committee Clerk)

PL526 Apologies for Absence

No apologies for absence had been received for this meeting. Cllr Murphy had been nominated as substitute for the Committee vacancy, which was agreed by the Chair.

PL527 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/1539/26 – 2 Salcombe Park, EPF/1564/26 – 8 Summerfield Road and EPF/1611/26 – 24 The Crescent, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

The Committee declared a non-pecuniary interest in Planning Application EPF/1559/26 – Roding Valley Recreation Ground Changing Rooms, as Loughton Town Council is the applicant for this proposal.

Cllr Ubah arrived at the meeting.

PL528 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 17 August 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL529 Public Representations

None were received.

PL530 Matters for Report

530.1 Notice of Appeal – Decision

EPF/0508/26 – 26 Station Road, Loughton, IG10 4NX. Proposal: Partial demolition of existing side and rear extension, construction of side and rear extensions at ground and first floor. (Appeal ref no: 6014085 – Min no PL434.4)

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

530.2 EPF/0364/26 – 5 Hampton Mead, Loughton, IG10 1TX. Proposal: Erection of single storey 2 bed custom build dwelling. (Appeal ref no: 6014532 – Min no PL425.1)

The Committee reiterated its previous comments on this application, min no PL425.1, which were:

“The Committee NOTED the contents of a letter of objection. The Committee OBJECTED to this application, stating the revised scheme had failed to overcome the reasons for refusal at the planning appeal.

The new dwelling by reason of its detailed design and materials would be out of character with the area. The design failed to overcome the cramped appearance identified by the inspector and remained out of keeping with the locally distinct uniform pattern of development in the area. The proposal would still have an imposing effect on the garden areas and views from rear windows. Hampton Mead is wholly uniform, and the proposal is completely alien to this.

Members also noted that the garden of the host dwelling now failed to comply with Epping Forest guidelines, providing inappropriate resident amenity. The amenity space of the proposed new dwelling would also be insufficient.

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, should that be considered appropriate for this matter.”

The Committee strongly supported the Planning Authority reasons for refusal.

530.3 Licensing Application: Amended Comments – Application for a new Premises Licence for Travelodge Hotel Langston Road Loughton IG10 3SD – Min no PL524.1

The Committee AGREED to RATIFY its submission to the local planning authority, as below:

“The Committee OBJECTED to this application on the grounds that there should be no off sales at this premises. Sale and consumption of alcohol should only be permitted on site, in order to comply with the following licensing conditions:

- 1. The prevention of crime and disorder*
- 2. Public safety*
- 3. The prevention of public nuisance*

The Committee’s concern is that unrestricted 24-hour off-sales would introduce an additional source of alcohol for consumption away from the premises in an area which has already experienced unpredictable late-night anti-social behaviour and significant vehicle-related disturbance. There are no other local outlets supplying alcohol 24/7.

In particular, there have been late-night car meets at the Langston Road retail park involving excessive vehicle noise and fireworks, including

disturbance at 2.00am. These disturbances were sufficiently serious for Essex Police to be contacted. The noise and fireworks were clearly audible from Jessel Green despite the considerable distance from Langston Road.

Subsequently extensive tyre and skid marks across the retail park car park have been observed by a Committee member. A member of staff at the retail park confirmed that the marks had been caused by the car meets and that fireworks had been set off. The connection with the late-night activity at Langston Road is confirmed by local EFDC councillors.

The concern is not that Travelodge is responsible for this existing activity, nor for the conduct of individuals once they have left the premises. Rather, it is that permitting unrestricted 24-hour off-sales could add to or exacerbate an existing risk of public nuisance and associated anti-social behaviour in the locality, particularly during late-night and early-morning hours when such disturbance has previously occurred.

For that reason, if 24-hour alcohol sales are permitted for consumption on the premises, there should be no unrestricted 24-hour off-sales. This would support the licensing objectives of preventing public nuisance and preventing crime and disorder.”

PL531 Planning Applications

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

531.1 Full Planning Permission:

Application No: EPF/1559/26

Officer: Nicola Bickerstaff

Location: Roding Valley Recreation Ground Changing Rooms , Near Roding Road, Loughton , IG10 3BS

Proposal: Demolition of two derelict buildings (football changing room blocks).

The Committee had NO OBJECTION to this application.

Application No: EPF/1581/26

Officer: Mohinder Bagry

Location: 32 Church Hill, Loughton, IG10 1LA

Proposal: Proposed change of use from Sui Generis Funeral Parlour to Children's Home – Use Class C2 (Residential Institutions).

The Committee OBJECTED to this application on the grounds that the design of the internal layout was flawed and should have the bathroom on the first floor stacked over the ground floor bathroom. Having a bathroom behind a large timber window will have drawbacks with ventilation (mechanical ventilation required on the front elevation), condensation on the window and the need for obscured glass. An extra soil pipe will be required through the entrance porch (or on the front elevation). This would have a negative impact on the street scene in contrary to policy DM9.

As the garden has been untouched for decades and has a large collection of mature trees, the Committee recommended that, in consultation with EFDC, a full TPO survey should be carried out on the property.

531.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/1564/26

Officer: Loredana Ciavucco

Location: 8 Summerfield Road, Loughton, IG10 4JF

Proposal: Variation of Condition 2 Plan numbers 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 the contents of three letter of objection, and one letter of support.

The Committee OBJECTED to this application on the grounds that further detailed elevations and sections plans were needed to properly assess the application.

Application No: EPF/1612/26

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.

531.3 Consent to display an advertisement

No applications had been listed under this permission.

531.4 Householder Planning Permission:

Application No: EPF/1182/26

Officer: Yee Cheung

Location: 49 Church Hill, Loughton, IG10 1QP

Proposal: Proposed vehicular gate and boundary wall.

The Committee OBJECTED to this application, stating it was out of keeping with this road and would create a negative impact on the street scene, caused by a loss of greenery. Contrary to Policies DM5 and DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The committee considers that the submitted information does not adequately demonstrate that a vehicle, including a typical larger family car or SUV, could wait for the proposed electric gate to open while remaining wholly clear of both the public footway and carriageway. Given the location the A121, a bus route, the constrained pedestrian footway and Essex Highway's published 6 metre gate stipulation, the Committee considers that the proposal raises serious highway and pedestrian safety concerns. The Committee therefore objects to the proposal until these matters are satisfactorily addressed with the consultation of Essex County Council Highways.

Application No: EPF/1486/26

Officer: Loredana Ciavucco

Location: 104 The Drive, Loughton, IG10 1HL

Proposal: New outbuilding/ garden room to be used as a home office.

The Committee OBJECTED to this application, stating the Tree Protection plan does not tally with the Proposed Site Plan with regard to the positioning of the outbuilding. Either the Proposed Site Plan should include a statement that the position will override the Tree Protection Plan or vice-versa.

The Committee agree with the Conservation comments that there should be a condition added to the permission for the submission of the actual materials for approval.

Application No: EPF/1496/26

Officer: Klajdi Koci

Location: 56 Hilltop, Loughton, IG10 1PX

Proposal: Proposed single storey rear extension, rear patio and front extension.

The Committee OBJECTED to this application. The proposed side extension would have a negative impact on the street scene.

The projecting eave and gutter forward of the front wall create a nasty closing detail, which does not enhance the design of the property.

The proposed side extension should therefore be set back by approximately 1 metre from the main front elevation. This would retain the distinctive vertical brick edging detail, preserve the architectural definition of the original building, provide a clear visual distinction between the original dwelling and the extension, and enhance the character and appearance of the street scene.

Application No: EPF/1520/26

Officer: Suleman Uddin

Location: 47 Clovelly, York Hill, Loughton, IG10 1HZ

Proposal: Removal of front paving and surround to be replaced with natural stone paving. Bins to be located behind existing hedges and greenery at the front of the property.

The Committee had NO OBJECTION to this application.

Application No: EPF/1539/26

Officer: Hannah Collins

Location: 2 Salcombe Park, High Road, Loughton, IG10 4QT

Proposal: Single storey rear extension, Catio, Infill of front porch.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on that grounds that the size of the extensions, the detailed design and its use could seriously affect the amenity of the neighbours.

There is also no detail over how many cats are being kept in the Catio and whether this is ancillary to the enjoyment of a dwelling house or a commercial operation.

Application No: EPF/1546/26

Officer: Loredana Ciavucco

Location: 161 Grosvenor Drive, Loughton, IG10 2LB

Proposal: Proposed hip-to-gable loft conversion with rear dormer and part first-floor extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1553/26

Officer: Suleman Uddin

Location: 7 Whitehills Road, Loughton, IG10 1TS

Proposal: Hip to gable loft conversion with rear dormer and front roof lights.

The Committee had NO OBJECTION to this application.

Application No: EPF/1569/26

Officer: Caroline Brown

Location: 28 The Uplands, Loughton, IG10 1NH

Proposal: Proposed alterations to front of house including New Porch, Boundary Wall/Gates and alterations to Front Landscaping.

The Committee OBJECTED to this application on that grounds that the boundary wall and gates would adversely affect the street scene.

This part of The Uplands has an open aspect, without vehicular gates, and it is preferable to maintain the openness and character of the street.

Application No: EPF/1611/26

Officer: Yee Cheung

Location: 24 The Crescent, Loughton, IG10 4PY

Proposal: Rear extension including ridge raise for loft conversion and ancillary outbuilding.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on that grounds the loss of this bungalow would reduce housing choice, particularly for people with disabilities, which is contrary to the council's policy on mixed and balanced communities.

Application No: EPF/1635/26

Officer: Suleman Uddin

Location: 31 Audley Gardens, Loughton, IG10 2EN

Proposal: Loft conversion with rear dormer and front rooflights, front porch extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1642/26

Officer: Suleman Uddin

Location: 1 Barfields Path, Loughton, IG10 3JJ

Proposal: Demolition of wc and store to side elevation. Erection of single storey rear and side extension and front porch. Removal of first floor cladding and replacement with new render elevations.

The Committee OBJECTED to this application as the extension would be an incongruous development that would have a negative affect on the street scene and was out of keeping with the road.

Application No: EPF/1646/26

Officer: Nathaniel Raimi

Location: 15 Spareleaze Hill, Loughton, IG10 1BS

Proposal: Proposed extensions, roofing works including solar panels and dormers, boundary treatments and creation of therapy space (Revised application to EPF/1230/26).

The Committee OBJECTED to this application and reiterated its previous comments on application EPF/1230/26, min no PL394.4, which were:

“The Committee OBJECTED to this application, stating the proposed boundary wall was too high and out of keeping with the street scene. Police recommendations are that boundary walls should not be too high or enclosed to prevent security risks.

Members also noted the proposed boundary treatment had no value on the street scene, was out of keeping and its harsh character was more suited to an industrial site than a residential street, with the open character of this part of Spareleaze Hill, which has a variety of natural green planted boundaries and low walls or fences. The existing low red brick wall and beech hedge added seasonal interest and colour. The open aspect of the green boundary with native planting, also enhanced the street scene, supporting biodiversity and natural habitats and increased much needed natural shade which lowers the temperature in the vicinity.

The boundary wall should maintain an open aspect with soft landscaping to soften the street scene. The wall should not be above 1.2m in height. It was noted that the entire garden had been removed, which was in contravention of Policy DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The triangular fixed glazing served no purpose and was incongruous to the general character of the design. The windows would be dark both during day and night. Opaque glazing would make it even more out of place. The triangular windows were also incongruous with the overall design. It would be better to omit the triangular glazing with a feature pattern design. The design could be modern and not mock Tudor.

The roof plan was not drawn correctly. The slope of the roof facing the road should be the same as for the front gables. The front flat roof should be either lead or zinc to give a better quality appearance (than a GRP finish) for the street scene.

This proposal would be contrary to the authority’s good design principles outlined in Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The Committee requested that should the local planning authority be mindful to approve this application; a condition is imposed for the outbuilding (therapy space) to remain ancillary to the main dwelling.”

Application No: EPF/1649/26

Officer: Loredana Ciavucco

Location: Woodbury House, Woodbury Hill, Loughton, IG10 1JB

Proposal: Two storey side extension.

The Committee had NO OBJECTION to this application.

531.5 Listed building consent (Alt/Ext)

No applications had been listed under this permission.

531.6 Consent under Tree Preservation Orders

No applications had been listed under this permission.

**531.7 Deemed Permission and Others – provided for information only:
Lawful Development Certificate Proposed:**

Application No: EPF/1610/26

Officer: Suleman Uddin

Location: 124 Willingale Road, Loughton, IG10 2DA

Proposal: Certificate of Lawful Development for proposed loft conversion with rear dormer and front roof lights.

The Committee NOTED this application.

Application No: EPF/1615/26

Officer: Suleman Uddin

Location: 26 Lower Road, Loughton, IG10 2RT

Proposal: Certificate of Lawful Development for proposed loft conversion with rear dormer and front roof lights.

The Committee NOTED this application.

Approval of details reserved by a condition:

Application No: EPF/1560/26

Officer: Klajdi Koci

Location: Land adjacent to 2 Uplands, Loughton IG10 1NG

Proposal: Approval of Details Reserved by Conditions 3 Surface Water Drainage, 4 Hard and Soft Landscaping, 9 Biodiversity Enhancement Scheme and 12 Contaminated Land of EPF/2276/25 (s73 Variation of Condition 2 Plan Numbers of EPF/0064/25 (Proposed new self-build dwelling).

The Committee NOTED this application.

Application No: EPF/1592/26

Officer: Caroline Brown

Location: 227 High Road, Loughton, IG10 1BB

Proposal: Approval of Details Reserved by Condition 17 Contaminated Land of EPF/0781/25 (Change of use of Pub (pub with food) to a shared space comprising of Health & Wellbeing, Retail, and Café on the ground floor and Offices to the first floor. Partial removal of existing rear buildings and all services, replacing with a new extension to the side/rear).

The Committee NOTED this application.

PL532 Decisions

The Committee NOTED that no decision notices have been received.

PL533 Licensing Applications

No applications had come to the attention of officers.

PL534 Enforcement and Compliance

No Enforcement notices had been received.

Signed:
Date: 21 September 2026