THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 16 November 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 for the Committee Vacancy)

Also present:

Officers: Debra Paris (Planning & Licensing Committee Clerk)

PL574 Apologies for Absence
No apologies for absence were received for this meeting.

PL575 Declarations of Interest
The Committee declared a non-pecuniary interest in planning application EPF/2060/26 – 42 High Beech Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Murphy declared a non-pecuniary interest in planning application EPF/2021/26 – 6 The Drive, as she knows the neighbour at no4.

PL576 Confirmation of Minutes
The Minutes of the meeting of the Planning and Licensing Committee held on 2 November 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL577 Public Representations
There were no public representations.

PL578 Matters for Report

578.1 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: 6014085 – Min no PL434.4)
The Committee NOTED the information received from Epping Forest District Council that this appeal had been dismissed.

578.2 Licensing Objection: Renewal of Pavement Licence – New Breed Bottle Shop, 287 High Road, Loughton, IG10 1AH – Min no PL572.1
The Committee RATIFIED the further comments of the Committee Chair and Vice Chair following its previous OBJECTION to this application. The further comments being:
"It has been observed that the benches are moved out considerably for people to access the seats next to the windows. As can be shown by the grinding marks on the pavement and resulting in restricting the pavement

width. Members suggest, like other units, they have two tables with two chairs per table limited to coming out a maximum of 1.0m."

578.3 Reported Planning Breach: Former National Westminster Bank, 102 High Road, IG10 4AS

The Planning Committee Clerk informed members that a report had been lodged with the Enforcement Officers at Epping Forest District Council regarding the inappropriate renovation that had been undertaken at this site. Enforcement Officers would report back following investigation.

PL579 Loughton Building Design Award

The Committee NOTED the launch of this competition. The Planning Committee Clerk reported that a nomination had been received today.

PL580 Planning Applications

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

580.1 Full Planning Permission:

Application No: EPF/1403/26
Officer: Loredana Ciavucco
Location: 257 Chester Road, Loughton, IG10 2LW
Proposal: Completion and extension of implemented two-side storey extension (LPA Ref: EPF/1005/17) together with the subdivision of the property to create a separate 1-bedroom dwelling house.

The Committee OBJECTED to this application stating the proposal was an overdevelopment and garden grabbing. Approval of this application would set a dangerous precedent.

The kitchen window would open into the garden of the original house (no.257), which is not permitted. The roof over-sails the boundaries of the neighbour's and public land. The corner would almost join, creating an urbanising effect. It would create parking stress.

The new dwelling would not meet the housing standards internally or externally, creating a lack of amenity for the residents of that dwelling and negatively impacting the amenity of the neighbours.

The application would therefore be contrary to policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members also drew the attention of the Planning Officer to the concerns of the Environmental Health Officer regarding the risk of the presence of asbestos; and of the conditions requested by the Highway Officer, should the local authority be minded to approve this application.

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/2044/26
Officer: Nicola Bickerstaff
Location: 17-19 The Broadway, Loughton, IG10 3SP
Proposal: Installation of commercial kitchen extraction system within an existing restaurant premises.

The Committee OBJECTED to this application, but AGREED to reconsider if the applicant adhered to the recommendations made in the Environmental Health Officer's report.

Members noted the plant was already in situ, however, proper specification needed to be applied for this type of extraction system, and the installed needed modification to meet required standards for a restaurant located with flats above. It was also noted that for the system to be effective it would require daily cleaning, which should be conditioned in any planning approval.

The Committee AGREED to consider the following two applications together as they were linked.

Application No: EPF/2063/26
Officer: Mohinder Bagry
Location: 4 Church Hill, Loughton, IG10 1LA
Proposal: Minor external alterations including fenestration works, new fascia and signage, installation of conservation type rooflights and removal of side door access to Use Class E unit.

Consent to display an advertisement:
Application No: EPF/2065/26
Officer: Mohinder Bagry
Location: 4 Church Hill, Loughton, IG10 1LA
Proposal: Advertisement Consent for Illuminated fascia sign.

The Committee OBJECTED to these applications regarding the proposed signage, which was considered too large and out of keeping with this building – being one of local architectural or historic interest situated in the York Hill Conservation Area.

Members considered the logo should be smaller and in sympathy with the locally listed status and location in the Conservation Area of this building. In its proposed form it would negatively impact the street scene, contrary to Policies DM7 and DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/2079/26
Officer: Suleman Uddin
Location: Epping Forest Shopping Park, Langston Road, Loughton, IG10 3FT
Proposal: Replacement of existing security gates at the entrance to Epping Forest Shopping Park.

The Committee OBJECTED to this application, noting that the original planning approval conditioned that the site retained an open aspect.

The purpose for the new gates (e.g. to prevent cars entering during night or other nuisance activities) was not stipulated in the application. The proposed would look ugly when the retail park was in operation. As it relies on padlocks it would not succeed in securing the carpark. A gate like this would also require a similar fixed fence around the carpark.

If the proposed was to prevent cars entering the carpark adding electronic rising bollards to the existing gate would be more effective. Electronic

bollards would not require padlocks. Maybe another method of alerting the police should be implemented.

580.2 Removal/variation of conditions - Section 73 TCPA:
Application No: EPF/2109/26
Officer: Mohinder Bagry
Location: 22 Alderton Hill, Loughton, IG10 3JB
Proposal: Variation of Condition 1 `Plan numbers' of EPF/0659/21

The Committee OBJECTED to this application. The external AC units are visible to the neighbour. The side passage is 2m wide and therefore sufficient to mount the units at ground level behind the fence. All pipes should be covered. There was no description of the performance of the units, which should be the latest low noise models.

580.3 Householder Planning Permission:
Application No: EPF/1893/26
Officer: Mohinder Bagry
Location: 1 Westfield, Loughton, IG10 4EB
Proposal: Erection of a first-floor side/rear extension, replacement of two existing rear dormer windows with a single enlarged rear dormer, enclosure of the existing front entrance canopy to form a porch.

The Committee OBJECTED to this application, stating the proposed would have a negative impact on the street scene, spoiling the character of the houses on this development. Contrary to policy DM9 of the of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/1976/26
Officer: Mohinder Bagry
Location: 156 Borders Lane, Loughton, IG10 3SB
Proposal: Proposed dropped kerb.

The Committee OBJECTED to this application, believing it would set a dangerous precedent, leading to the whole road having a continuous dropped kerb and prevent any on-street parking.

Members considered reducing the dropped kerb to a single car width, located to the left of the existing BT manhole cover (which should not be driven over, for its protection) would be acceptable.

Application No: EPF/2021/26
Officer: Mohinder Bagry
Location: 6 The Drive, Loughton, IG10 1HB
Proposal: First floor side extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/2022/26
Officer: Mohinder Bagry
Location: 78 Sedley Rise, Loughton, IG10 1LT
Proposal: Ancillary outbuilding including raised deck with recessed hot tub, safety balustrades and privacy screens and level hardstanding.

The Committee OBJECTED to this application mainly based on the topography of the garden. The end of the garden was elevated by the height of one storey. The outbuilding would be too large and overwhelming

for the neighbours, negatively impacting their amenity. The raised deck and hot tub and the glazing of the outbuilding would be at the same level as the first floor of the main house. This would result in extreme overlooking back towards the main house and garden which would also affect the outlook for the neighbours. The application would therefore be contrary to policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/2060/26
Officer: Suleman Uddin
Location: 42 High Beech Road, Loughton, IG10 4BL
Proposal: First-floor rear extension, including changes to roof and installation of PV panels on the roof.
The Committee NOTED the contents of a letter of Objection.

The Committee had NO OBJECTION to the proposed first-floor rear extension. However, a condition should be imposed for full details of the proposed PV roof panels to be considered before signing off this application.

Application No: EPF/2100/26
Officer: Mohinder Bagry
Location: 46 Upper Park, Loughton, IG10 4EQ
Proposal: Proposed new main roof, incorporating a new loft conversion with a flat roof dormer, finished with black aluminium cladding panels with a Juliet balcony.

The Committee OBJECTED to this application on the grounds that the proposed Juliet balcony would negatively impact the amenity of those neighbours living in Longfield's caused by overlooking.

Application No: EPF/2103/26
Officer: Nathaniel Raimi
Location: 11 Wellfields, Loughton, IG10 1PB
Proposal: Proposed Basement to a semi-detached dwelling in addition to a previous approval for a Two Storey Front and Rear Extension (Ref: EPF/0795/25).

The Committee OBJECTED to this application. There is a sewer that runs along the rear of the property, which creates a fundamental problem for the proposed basement, this issue had not been properly addressed in the Basement Impact Statement.

580.4 Prior approval Part 14 Class J: Installation or alteration etc of solar equipment on non-domestic premises
Application No: EPF/2082/26
Officer: Yee Cheung
Location: 246-250 High Road, Loughton, IG10 1RB
Proposal: Installation of 135kw solar PV roof mounted system.

The Committee had NO OBJECTION to this application and commended this proposal.

580.5 Consent under Tree Preservation Orders
Application No: EPF/2048/26
Officer: Robin Hellier
Location: 39 High Beech Road, Loughton, IG10 4BN

Proposal: TPO/EPF/12/86 (Ref: G4)
T1-3: Lime - Crown reduce to 2m below previous pollard point, as specified.
NB: The permitted specification of works is detailed in the conditions.

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/2049/26
Officer: Robin Hellier
Location: 41 High Beech Road, Loughton, IG10 4BN
Proposal: TPO/EPF/12/86 (Ref: (G3)
T4 & T5: Lime - Crown reduce to 2m below previous pollard point, as specified.
NB: The permitted specification of works is detailed in the conditions.

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/2058/26
Officer: Thomas Peppiatt
Location: 92 York Hill, Loughton, IG10 1JA
Proposal: TPO/EPF/02/22
T1: Hazel - Crown reduce by up to 3m, as specified.
NB: The permitted specification of works is detailed in the conditions.

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/2067/26
Officer: Thomas Peppiatt
Location: Woodland Grove Care Home, Rectory Lane, Loughton, IG10 3RU
Proposal: TPO/EPF/17/88 (Ref: W1)
G1: Mixed species of trees - Crown reduce back to fence line to clear car park spaces by up to 3m high and give 1m clearance of street light, as specified.
NB: The permitted specification of works is detailed in the conditions.

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 that the applicant identify the specific works for the TPO tree within this said group of trees.

Application No: EPF/2072/26
Officer: Thomas Peppiatt
Location: Grange Court, Loughton, IG10 4QX
Proposal: TPO/EPF/40/88 (Ref: A1)
T4: Elm - Fell and replace, as specified.
G01: 6 x Elm - Fell and replace, as specified.
NB: The permitted specification of works is detailed in the conditions.

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 neighbours had not been notified of this application, which could result in the removal of the screening provided by these trees that would negatively impact their amenity, without giving them an opportunity to comment.

Application No: EPF/2073/26
Officer: Thomas Peppiatt
Location: Grange Court, Loughton, IG10 4QX
Proposal: TPO/EPF/40/88 (Ref: A1)
T1: Lime - Crown reduce by up to 4m, as specified.
T2: London Plane - Crown reduce by up to 3m, as specified.
T3: Horse Chestnut - Crown reduce by up to 3m, 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/2078/26
Officer: Robin Hellier
Location: 41 High Beech Road, Loughton, IG10 4BN
Proposal: TPO/EPF/12/86 (Ref: (G3)
T6: Lime - Fell and replace, as specified. NB: The permitted specification of works is detailed in the conditions.

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 better details are provided for the proposed felling and NOTED that the applicant had failed to specify the proposed replacement tree.

580.6 Deemed Permission and Others – provided for information only:
Lawful Development Certificate Proposed:
Application No: EPF/2094/26
Officer: Suleman Uddin
Location: 106 The Lindens, Loughton, IG10 3HU
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/2104/26
Officer: Nathaniel Raimi
Location: 1 Langston Road, Loughton, IG10 3SD
Proposal: Approval of Details Reserved by Condition 13 Ecological Enhancement of 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.

Application No: EPF/2111/26
Officer: Suleman Uddin
Location: 8 Boleyn Close, Loughton, IG10 3NL
Proposal: Approval of Details Reserved by Condition 4 Tree Protection Plan and Arboricultural Method Statement of EPF/1428/26 (Single storey rear extension and conversion of garage to habitable space).

The Committee NOTED this application, and requested that the Tree Officer is consulted.

Consent to display an advertisement
Application No: EPF/2065/26
Officer: Mohinder Bagry
Location: 4 Church Hill, Loughton, IG10 1LA
Proposal: Advertisement Consent for Illuminated fascia sign.

The Committee OBJECTED to this application, which was also listed above – see min no 580.1, for comments.

PL581 Decisions
The decision notices for October 2026 were NOTED.

PL582 Licensing Applications
No licensing applications had come to the attention of officers.

PL583 Enforcement and Compliance

No enforcement notices had been received.

Signed: ……..…
Date: 30 November 2026