

THESE MINUTES NOT YET CONFIRMED

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 30 March 2026 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court**

**Committee Members:**

**Councillors:** J Riley (in the Chair)  
W Dodd K-W Lee S Murphy  
C Ubah D Wixley (as substitute for Cllr Davies)

**Also present:**

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

1 Member of the public.

**PL429 Apologies for Absence**

Apologies had been received from Cllrs Davies and Minhas. The Planning Committee Clerk advised that Cllr Wixley had been nominated as substitute for Cllr Davies. Cllr Riley took the Chair for this meeting.

**PL430 Declarations of Interest**

The Committee declared a non-pecuniary interest in the following planning applications EPF/0519/26 – Epping Forest Shopping Park, Langston Road; EPF/0492/26 – 89 Oakwood Hill; EPF/0508/26 – 26 Station Road; and EPF/0561/26 – 103 York Hill, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

**PL431 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 16 March 2026 were CONFIRMED as a correct record and signed by the Chairman.

The Committee AGREED to bring forward planning application, EPF/0492/26 – 89 Oakwood Hill, following agenda item 3, Confirmation of Minutes, as a member of the public present at the meeting had an interest in this item.

**PL432 Planning Applications**

The following planning application was CONSIDERED, and the plans inspected.

**432.1 Householder Planning Permission:**

**Application No:** EPF/0492/26

**Officer:** Suleman Uddin

**Location:** 89 Oakwood Hill, Loughton, IG10 3ER

**Proposal:** Two storey rear and side elevations.

The Committee NOTED the contents of a letter of objection.

A member of the public addressed the meeting.

The Committee had NO OBJECTION to this application.

**PL433 Matters for Report**

**433.1 Notices of Appeal**

**433.1.1 EPF/1967/25 – 8 High Road, Loughton, IG10 4QZ. Proposal: Erection of a two-storey rear side extension, together with full internal remodelling of the existing dwelling. (Appeal ref no: 6005666 – Min no PL371.4)**

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

**433.1.2 EPF/2090/25 – 7 The Greens Close, Loughton, IG10 1QE. Proposal: Construction of a single-storey front porch extension. (Appeal ref no: 6005716– Min no PL343.4)**

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

**PL434 Planning Applications**

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

**434.1 Full Planning Permission:**

**Application No:** EPF/0452/26

**Officer:** Kelly Sweeney

**Location:** 102 National Westminster Bank Plc, High Road, Loughton, IG10 4AS

**Proposal:** Branch Closure. To remove all external manifestation/artwork/branding/signs. To remove ATM and Night Safe; make good and infill with matching materials.

The Committee had NO OBJECTION to this application.

However, members requested that if the Planning Officer was minded to approve this application, that conditions are included for the works to be completed to a good standard, with materials to match the original stone, as there were discrepancies within the application regarding the materials to be used. Should the applicant fail to meet the conditions, Enforcement action should be taken to protect this heritage building.

**Application No:** EPF/0455/26

**Officer:** Yee Cheung

**Location:** Rear of 268-278 High Road, Loughton, IG10 4BG

**Proposal:** Conversion of the existing top floor eaves roof space to three flats within the constructed building.

The Committee OBJECTED to this application, stating the proposal was an overdevelopment of the site. The accommodation offered poor quality living space and failed to provide sufficient parking provision, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

In the original planning proposal for this site (EPF/0055/17), allocated parking had been provided for the 2-bedroom flats, therefore it should be replicated for these additional 2-bedroom dwellings. Parking at this location was already problematic, creating issues for nearby residents and users of the neighbouring Methodist Church, whose car park was being used illegally by those not attending the church or its various groups.

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.

**Application No:** EPF/0519/26

**Officer:** Suleman Uddin

**Location:** Epping Forest Shopping Park, Langston Road, Loughton, IG10 3FT

**Proposal:** Installation of four rapid electric vehicle charging stations and ancillary equipment including one fully accessible EV charging bay.

The Committee NOTED the contents of a letter of objection.

The Committee had NO OBJECTION to this application.

**434.2 Removal/variation of conditions - Section 73 TCPA**  
**No applications had been listed under this permission.**

**434.3 Consent to display an advertisement**  
**No applications had been listed under this permission.**

**434.4 Householder Planning Permission:**  
**Application No:** EPF/0289/26  
**Officer:** Loredana Ciavucco  
**Location:** 6 Pump Hill, Loughton, IG10 1RT  
**Proposal:** Proposed single storey rear extension.

The Committee OBJECTED to this application, however, members would be minded to waive their objection if the applicant agreed to a reduction in the usable area of the roof terrace, to the size of a smaller balcony, to protect the amenity of the neighbours caused by overlooking.

**Application No:** EPF/0490/26

**Officer:** Mohinder Bagry

**Location:** 20 Hillcroft, Loughton, IG10 2PS

**Proposal:** Demolition of garage and erection of single storey rear and side extension.

The Committee OBJECTED to this application, expressing a major concern for the proposed drainage. Stating it was bad building practice to build over a sewer and create a reverse manhole.

**Application No:** EPF/0506/26

**Officer:** Alex Sadowsky

**Location:** 41 Church Hill, Loughton, IG10 1QP

**Proposal:** Two storey rear extension.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0508/26

**Officer:** Klajdi Koci

**Location:** 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.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application. Members considered the plans submitted to be inaccurate, failing to show what was actually existing at the site and what was proposed. A new application should be submitted providing accurate drawings including existing garden structures that have been installed, without permission, and the TPO trees that have been removed without consent – resulting in flooding at the site.

The Committee also noted the application form stated works have not commenced, which is incorrect. A porch has been erected, that fails to represent what was allowed under a Certificate of Lawfulness of Proposed Use or Development.

Members requested that Enforcement Officers attend the site, for notices to be served and action taken as appropriate. The applicant having shown a total disregard for the planning process, having already had planning applications refused in respect of front elevations and garden structures, and an appeal dismissed by the Planning Inspector. They have also failed to comply with an enforcement order to replace the removed TPO trees.

**Application No:** EPF/0559/26

**Officer:** Klajdi Koci

**Location:** 1 Tylers Close, Loughton, IG10 3BD

**Proposal:** Demolition of part of existing side residential extension and addition of single story 3m rear extension linked to remaining accommodation.

The Committee had NO OBJECTION to this application.

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

**Application No:** EPF/0473/26

**Officer:** Frederique Caillat

**Location:** West Lodge, Epping New Road, Loughton, IG10 4AA

**Proposal:** Repair and partial rebuilding of masonry walls to the historic kitchen gardens of The Warren House.

The Committee had NO OBJECTION to this application. However, members expressed some concerns regarding the supporting pier detail and requested that the Conservation Officer fully scrutinized the application to ensure it complied with appropriate heritage building requirements.

**Application No:** EPF/0561/26

**Officer:** Frederique Caillat

**Location:** 103 York Hill, Loughton, IG10 1RX

**Proposal:** Grade II Listed building consent for internal works - additional support to a main beam.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the details in respect of the beam remedial works failed to meet heritage standards. Members requested that the Conservation Officer's scrutiny of this application be adhered to for this Grade II listed building, to ensure it meets the relevant requirements.

The Committee considered this application should be withdrawn and a new application submitted to match the description of proposed works. All other irrelevant information should be deleted from the application for this

proposal to avoid any ambiguity or circumvent what the planning approval would cover.

**434.6 Consent under Tree Preservation Orders**  
**No applications had been listed under this permission.**

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

**Application No:** EPF/0464/26

**Officer:** Muhammad Rahman

**Location:** Garages at Pyrles Lane, Loughton, IG10 2NH

**Proposal:** Approval of Details Reserved by Condition 3 (Tree Protection) of EPF/0992/23 (Demolition of existing garages and the addition of 2 new 1B2P bungalows, designed to achieve Passivhaus standards, with new 8 no. parking spaces, standalone bin stores to the front of the property and private cycle stores to rears of each house (Revised Scheme to EPF/2637/15)).

The Committee requested that this application was referred to the Tree Officer to approve any tree protection works before approving this application.

**Application No:** EPF/0465/26

**Officer:** Klajdi Koci

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

**Proposal:** Certificate of Lawful Development for two proposed ancillary garden buildings.

The Committee OBJECTED to this retrospective application, drawing the attention of the Planning Officer to previously refused similar applications for this site, EPF/0012/25 (plus Dismissed Appeal) and EPF/2048/24.

Members considered the applicant had displayed a complete disregard for the planning process, and encouraged Enforcement Officers to implement removal of the garden buildings and enforce replacement of the removed TPO trees at the site.

**Application No:** EPF/0515/26

**Officer:** Loredana Ciavucco

**Location:** 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.

The Committee NOTED this application.

**Application No:** EPF/0523/26

**Officer:** Marie-Claire Tovey

**Location:** 53 Jessel Drive, Loughton, IG10 2ET

**Proposal:** The proposal is for 4m rear extension.

The Committee NOTED this application, but commented it would support any OBJECTION if one had been made by the neighbour on the grounds of protecting their amenity.

**Application No:** EPF/0524/26

**Officer:** Nathaniel Raimi

**Location:** 53 Jessel Drive, Loughton, IG10 2ET

**Proposal:** The proposal is for 5m rear extension.

The Committee OBJECTED to this application. The proposed 5m extension would set a dangerous precedent.

**Application No:** EPF/0525/26  
**Officer:** Nathaniel Raimi  
**Location:** 53 Jessel Drive, Loughton, IG10 2ET  
**Proposal:** The proposal is for 6m rear extension.

The Committee OBJECTED to this application. The proposed 6m extension would set an even more dangerous precedent, than the proposal for a 5m extension (EPF/0524/26).

**Application No:** EPF/0546/26  
**Officer:** Mohinder Bagry  
**Location:** 3 Treetops View, Loughton, IG10 4PR  
**Proposal:** Certificate of Lawful Development for proposed single storey rear extension.

The Committee NOTED this application.

**Application No:** EPF/0552/26  
**Officer:** Klajdi Koci  
**Location:** 8 Millsmead Way, Loughton, IG10 1LR  
**Proposal:** Certificate of Lawful Development for proposed hip to gable loft conversion with rear dormer and front roof lights.

The Committee NOTED this application.

**Application No:** EPF/0564/26  
**Officer:** James Rogers  
**Location:** 21 Goldings Road, Loughton, IG10 2QR  
**Proposal:** SINGLE STOREY REAR EXTENSION OF 6.0M DEPTH

The Committee OBJECTED to this application. The 6m extension was too long. Granting this would set a dangerous precedent even if the adjoining neighbour had no objection.

**PL435 Decisions**

**435.1 Decisions by Epping Forest District Council**  
No decision notices had been received.

**PL436 Licensing Applications**

No applications had come to the attention of officers.

**PL437 Enforcement and Compliance**

No Enforcement notices had been received.

**Signed:** .....  
**Date:** 13 April 2026