

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 11 May 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
S Murphy C Ubah
D Wixley (as substitute for Cllr Riley)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

Seven members of the public.

The Committee AGREED to bring forward planning applications, EPF/0695/26 – 39 Hillcrest Road, EPF/0788/26 – 21 Hazelwood, and EPF/0795/26 – 11 Wellfields, after agenda item 3, Confirmation of Minutes, as members of the public present had an interest in these proposals.

The registered speaker in respect of EPF/0695/26 – 39 Hillcrest Road, advised that he would be recording the meeting, regarding this matter.

PL456 Apologies for Absence

Apologies for absence had been received from Cllr Riley, Cllr Wixley had been nominated as his substitute for this meeting.

PL457 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/0831/26 – 18 The Avenue Lawn Tennis Club, and EPF/0695/26 – 39 Hillcrest Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Wixley declared a non-pecuniary interest in planning application EPF/2294/24 – – Land and Garages on The North Side Of, Avondale Close, IG10 3DH, listed under Matters for Report – Notice of Appeal. In his role as ward councillor for this site he had consulted with residents. He had also previously attended a Planning Committee B meeting at Epping Forest District Council when this matter was considered.

PL458 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 27 April 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL459 Planning Applications

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

459.1 Householder Planning Permission:

Application No: EPF/0695/26

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.

The Committee NOTED the contents of three letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the grounds that by reason of its height and bulk it represented an overdevelopment of the site, the footprint exceeding double that of the existing.

The proposed depth to the rear would create a rear building line drastically out of character with the existing dwellings, disrupting the consistent architectural rhythm of the street, resulting in a disproportionate footprint, and negatively impacting the amenity of neighbours, through loss of outlook. The use of raised decking would impact their privacy through overlooking.

The two side facing windows within habitable rooms, which are a feature of neighbouring property, at no 41, since its construction in the 1930s, would be negatively affected by the proposed development in terms of their right to light.

The proposed fenestration with its excessive use of glass would create light pollution, negatively impacting wildlife and their habitats.

The proposed front elevation was poor, lacking character, and subtlety. The catslide roof is a typical feature of many parts of Loughton and should be retained. It would create a negative impact to the street scene and substantial harm to the townscape to this part of Hillcrest Road.

The application would be contrary to Policies DM5 and DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members also drew the attention of the Planning Officer to information it received regarding the agent submitting this application, who could possibly be a planning officer either currently or recently employed by Epping Forest District Council, and the potential for a conflict of interest.

Application No: EPF/0788/26

Officer: Suleman Uddin

Location: 21 Hazelwood, Loughton, IG10 4ET

Proposal: Single-storey rear and side extension; change of use of existing garage to storage area and gym; first-floor side extension above garage; reconfiguration of external terrace and steps together with associated external works.

The Committee NOTED the contents of five letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application. Members noted this was a slightly revised application to the previous proposal, EPF/2180/25, however, the front elevation was not considered to be an improvement. Due to the change of the shape of the side extension roof the proposal would create a terracing effect, negatively impacting the street scene. Hence the first floor of the side extension should be 1m away from the boundary.

The terracing effect would set an unwanted precedent, negatively impacting amenity through loss of light and privacy, and loss of the existing open aspect and outlook for the neighbouring properties. The proposal would continue to be overbearing in scale and mass.

The gutter, fascia and rainwater pipe were missing from drawings. These were over-sailing the boundary, which could create access problems and prohibit property maintenance. The proposal therefore needs to retain a gap between the properties.

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

Members also drew the attention of the local planning authority to the report of the Planning Officer in Planning Application, EPF/2180/25, which stated Loughton Town Council had “no objection” to that proposal. However, the Planning Committee’s objection does appear amongst the documents on the planning portal for that application, pre-dating the officer’s report.

Application No: EPF/0795/26

Officer: Nathaniel Raimi

Location: 11 Wellfields, Loughton, IG10 1PB

Proposal: Proposed two storey front and rear extensions (Revised application to EPF/1570/25).

A member of the public addressed the meeting.

The Committee had NO OBJECTION to this application. However, members requested that the applicant consider soft landscaping to the front of the property to maintain and enhance the existing open green aspect of Wellfields and to support the biodiversity of wildlife and its habitats.

PL460 Matters for Report

460.1 Notice of Appeal

460.1.1 EPF/2294/24 – Land and Garages on The North Side Of, Avondale Close, Loughton, IG10 3DH. Proposal: Erection of two proposed dwellings. (Appeal ref no: 6005665 – Min no PL129.1)

The Committee supported the refusal reasons of the local planning authority, Epping Forest District Council, and reiterated its previous comments, which were:

The Committee NOTED the contents of two letters of objection. A member of the public with an interest in this application addressed the meeting.

The Committee OBJECTED to this application on the following grounds:

This new application fails to address the local planning authority’s refusal reasons for the previous application at this site, EPF/1456/24 for the erection of proposed new flats, which this Committee strongly support.

This new proposal has an almost identical footprint to the previously refused proposal. The height, bulk, mass and positioning would result in a dominant, incongruous and cramped

form of development, resulting in a detrimental impact to the character and appearance of the site, street scene and surrounding area. Contrary to Policy DM9 of the adopted Epping Forest District Council Local Plan (2023) and Government guidance contained within the National Planning Policy Framework (2023) relating to well-designed and beautiful places.

The bulk, mass, height and depth of the proposed development would have an overbearing impact resulting in an unneighbourly form of development, particularly in relation to the neighbouring site to the south, No. 6 and No. 7 Avondale Close. This would further create an impact on amenity of adjoining residential properties by reasons of overlooking and loss of privacy, specifically to existing occupiers fronting onto Elmhurst Way and Avondale Drive, again Contrary to Policy DM9 of the adopted Epping Forest District Council Local Plan (2023).

The proposed gable roof facing Avondale Close should be reduced by remodelling with a hipped roof which would reduce the canyon effect next to 6 and 7 Avondale Close and allow more light to the existing side windows of 6 and 7 Avondale Close.

The garden area for the proposed properties is insufficient in relation to their size and would result in a lack of amenity space for the residents.

The heat pumps at the front are unsightly and would generate nuisance noise. They should be located in positions as not to cause noise and visual nuisance to adjoining neighbours.

The application site is located in Flood Zone 2 which has a medium probability of flooding, with residents of surrounding roads having experienced flooding of their gardens on a number of occasions in recent years. The application fails to address this issue, with no Flood Risk Assessment being provided. Contrary to Policy DM15 of the adopted Epping Forest District Council Local Plan (2023), Government guidance and advice contained in the National Planning Policy Framework (2023) and the National Planning Practice Guidance.

The application fails to address the recreational pressures and atmospheric pollution the development would create resulting in an adverse impact on the Epping Forest Special Area of Conservation (EFSAC) contrary to Policy DM2 of the Epping Forest District Local Plan 2011-2033 and the Conservation of Habitats and Species Regulations 2017 (as amended) (Habitats Regulations).

Cllr Wixley, a Ward Councillor for Whitebridge Ward, confirmed his intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Cllr Brookes, a Ward Councillor for Whitebridge Ward and a District Councillor for Buckhurst Hill East & Whitebridge Ward, confirmed that she is applying for this planning application to be called in and for a site visit to determine this application.

Cllr Wixley declared a non-pecuniary interest in this item (*see Min no PL457 above*). He confirmed that he would likely submit comments individually to the Inspector in light of his previous connection with this site and ensure neighbours that had previously objected to this application were aware of the appeal.

460.2 Planning Application Notification Omission – EPF/2505/25 – Min no PL451

The Committee NOTED the information received from the Planning Services Manager at Epping Forest District Council.

Members considered the Planning Officer's report for planning application EPF/2505/25 was therefore misleading/incorrect in stating: "PARISH COUNCIL: No comments received."

The Planning Officer's report should have stated: "PARISH COUNCIL: Not Consulted or Advised of this application."

PL461 Planning Applications

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

461.1 Full Planning Permission:

Application No: EPF/0784/26

Officer: Loredana Ciavucco

Location: 184 TownView, 184-186 High Road, Loughton, IG10 1DN

Proposal: Changes to shopfront including lighting.

The Committee had NO OBJECTION to this application.

Application No: EPF/0831/26

Officer: Loredana Ciavucco

Location: 18 The Avenue Lawn Tennis Club, The Avenue, Loughton, IG10 4PT

Proposal: Installation of lighting to Tennis Court No1. (Revised application to EPF/0659/24).

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, reiterating its previous comments to planning application, EPF/0659/24, min no PL628.1, which were:

"The Committee OBJECTED to this application on the grounds that the proposal would be detrimental to the amenity of residents of neighbouring properties caused by light and noise pollution. Members expressed concern that neighbours may not have received notification for this proposal, as has recently been evident for so many planning applications.

Members noted that in respect of planning permission, EPF/1744/20, to replace lighting on the existing courts, the applicant stated in writing: "1. Tennis Court No1: In order to allay concerns from residents adjacent to Court No1 who raised concerns about lighting trespass onto their properties, the club has decided not to light Court No1 now or in the future." Members believed this statement should be honoured.

Should the local planning authority be minded to grant permission, members requested that a condition be imposed that the lights should be

conditioned to restrict their use only between dusk and 10pm. Replicating the condition on previous consents.”

The noise report provided was based on ambient noise levels with no readings taken from the affected windows.

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.

461.2 Removal/variation of conditions - Section 73 TCPA

No applications had been listed under this permission.

461.3 Consent to display an advertisement

Application No: EPF/0773/26

Officer: Caroline Brown

Location: Goldstone House, Langston Road, Loughton, IG10 3TQ

Proposal: Display of 4x non-illuminated fascia sign and 1x Totem sign refurbishment.

The Committee had NO OBJECTION to this application.

Application No: EPF/0785/26

Officer: Loredana Ciavucco

Location: 184 TownView, 184-186 High Road, Loughton, IG10 1DN

Proposal: Advertisement consent for curved aluminium panel and backlit illuminated features to central column, fascia and projecting sign, frosted film to main glass panel.

The Committee had NO OBJECTION to this application. However, members requested a condition be imposed, that the low-level illumination signage be switched off overnight to protect the amenity of the residents of the flats above and opposite the site from light pollution.

461.4 Householder Planning Permission:

Application No: EPF/0753/26

Officer: Loredana Ciavucco

Location: 25 Rookwood Gardens, Loughton, IG10 2DQ

Proposal: Replacement front entrance porch and extension to existing side lean-to, rear extension at ground floor, loft conversion, dropped kerb and parking area to front.

The Committee OBJECTED to this application stating the rear extension should be limited to 4m, to protect the amenity of the neighbours through loss of outlook, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/0830/26

Officer: Mohinder Bagry

Location: 74A Oakwood Hill, Loughton, IG10 3EP

Proposal: Single storey side extension.

The Committee had NO OBJECTION to this application. However, members requested a condition be imposed, to retain the fence and planting to the side to maintain and enhance the street scene.

Application No: EPF/0850/26
Officer: Suleman Uddin
Location: 15 Whitehills Road, Loughton, IG10 1TS
Proposal: Ground floor rear extension and covered storage to the side.

The Committee had NO OBJECTION to this application.

461.5 Listed building consent (Alt/Ext)

No applications had been listed under this permission.

461.6 Consent under Tree Preservation Orders

Application No: EPF/0774/26
Officer: Thomas Peppiatt
Location: 7 Ripley View, Loughton, IG10 2PB
Proposal: TPO/EPF/29/08

T1: Yew - Crown lift lower crown on house side by up to 5m and by up to 1m elsewhere, as specified.

T4: Ash - Crown reduce height by up to 3m and spread 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.

Application No: EPF/0844/26
Officer: Thomas Peppiatt
Location: 2 Nafferton Rise, Loughton, IG10 1UB
Proposal: TPO/EPF/16/87 (Ref: A1, G2)
T1: Ash - Crown reduce by up to 3m, as specified.
T2: Monterey Cypress - Crown reduce by up to 4m, as specified.
T10: Oak - Reduce spread by up to 4m, as specified.
T11: Lime - Crown reduce by up to 2.5m, 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 drew the attention of the Tree Officer to the wording of the tree applications, which state:

“NB: The permitted specification of works is detailed in the conditions below.”

However, no “Conditions” are provided for any of these applications.

461.7 Deemed Permission and Others– provided for information only: The Committee NOTED the following application:

Application No: EPF/0769/26
Officer: Klajdi Koci
Location: 108 Roding Road, Loughton, IG10 3EJ
Proposal: Certificate of Lawful Development for proposed hip to gable loft conversion with rear dormer and front roof light.

PL462 Decisions

462.1 Decisions by Epping Forest District Council

The Committee NOTED the decision notices for April 2026.

The Chair, Cllr Davies, commented regarding the decision for planning application, EPF/0352/26 – Alandale Scaffolding, Langston Road:

Loughton Town Council wishes to satisfy itself that the archaeological investigation and mitigation strategy is sufficiently robust given the potential historic significance of the site.

Given the archaeological sensitivity of the site and the possibility of Roman occupation evidence within this area, the Town Council would welcome clarification regarding:

- the scope of archaeological investigations undertaken or proposed;
- the details that were approved and those only partially approved under Condition 6;
- whether further field investigation or monitoring will be required prior to development proceeding; and
- the advice provided by the County Archaeological Advisor.

The Council wishes to satisfy itself that an appropriately robust archaeological investigation and mitigation strategy is in place.

PL463 Licensing Applications

No applications had come to the attention of officers.

PL464 Enforcement and Compliance

No Enforcement notices had been received.

The Chairman advised that this was the last meeting Cllr Murphy would be attending as a member of the Planning and Licensing Committee, having served on this committee for the past 10 years'. Members joined the Chairman in thanking Cllr Murphy for her valued contributions in this role. Cllr Murphy volunteered to substitute for fellow members of the Loughton Residents Association, should they be unable to attend any future Planning Committee meetings.

Signed:
Date: 26 May 2026