

THESE MINUTES NOT YET CONFIRMED

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 8 June 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
C Ubah D Wixley (as substitute for Cllr Riley)

Also present:

Officers: Liz Petyt-Start (Town Clerk Designate)
Debra Paris (Planning Committee Clerk)

PL473 Apologies for Absence

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

PL474 Declarations of Interest

No declarations of interest were made for this meeting.

PL475 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 26 May 2026 were CONFIRMED as a correct record and signed by the Chairman.

PL476 Matters for Report

476.1 Epping Forest District Council Planning Committee A Meeting

Cllr Wixley CONFIRMED he would be available to attend the above meeting on behalf of this Committee in respect of planning application EPF/0302/26 – 121 Roding Road, to which it had previously objected. He remarked that the Planning Officer's report for this application, incorrectly stated that the Parish Ward was Loughton Roding. The correct ward is Buckhurst Hill East and Whitebridge, the ward he represents.

The Planning Committee Clerk would register Cllr Wixley with Democratic Services at EFDC and supply Cllr Wixley with relevant background information for this proposal.

476.2 Appeal Decision

EPF/1595/25 – The Warren, Epping Forest, Loughton, IG10 4AA.

Proposal: Installation of an Air Source Heat Pump (ASHP) system and associated infrastructure. Appeal Reference: 6002773 – Min no PL395.1.1.

The Committee NOTED the appeal decision.

PL477 Planning Applications

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

477.1 Full Planning Permission:

No applications had been listed under this permission.

477.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/0956/26

Officer: Klajdi Koci

Location: 14 Broadstrood, Loughton, IG10 2SB

Proposal: Variation of Condition 2 Plan numbers of EPF/0166/24 (Proposed part demolition of existing & erection of a new rear, front & roof extension, with internal remodelling & associated landscaping (Resubmission of previously approved scheme EPF/0934/20)).

The Committee had NO OBJECTION to this application.

477.3 Consent to display an advertisement

No applications had been listed under this permission.

477.4 Householder Planning Permission:

Application No: EPF/0986/26

Officer: Klajdi Koci

Location: 31 Hillcrest Road, Loughton, IG10 4QH

Proposal: Erection of single storey garden room.

The Committee had NO OBJECTION to this application.

Application No: EPF/1000/26

Officer: Suleman Uddin

Location: 6 Steeds Way, Loughton, IG10 1HX

Proposal: Garage conversion with internal alterations, including the replacement of windows, modifications to external materials and the roof.

The Committee OBJECTED to this application, stating the proposed render would have a major impact on the street scene, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members expressed concern that this proposal would lead to a further application for a potential driveway, which would result in a loss of biodiversity at the site.

The Committee requested, that should the local planning authority be mindful to approve this application, that the following conditions be imposed:

- materials to match existing; and
- soft landscaping – to retain mixed native planting at the site to soften the street scene and maintain and enhance the existing green infrastructure to safeguard and improve habitats, the dwelling being in the York Hill Conservation Area and so close to the Forest.

477.5 Listed building consent (Alt/Ext)

No applications had been listed under this permission.

477.6 Consent under Tree Preservation Orders

Application No: EPF/0971/26

Officer: Thomas Peppiatt

Location: 1 Alderton Way, Loughton, IG10 3EQ

Proposal: TPO/EPF/09/07

T1: Oak - Crown reduce height by up to 2m, as specified. Reduce lateral spread 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/1027/26

Officer: Robin Hellier

Location: 8 Connaught Avenue, Loughton, IG10 4DP

Proposal: TPO/EPF/04/14

T9: Pine - Fell and replace, 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/1028/26

Officer: Thomas Peppiatt

Location: 1 Grange Court, Loughton, IG10 4QX

Proposal: TPO/EPF/40/88

T1, T2, T3, T5: Ash - Selective prune of laterals to previous points to clear roofline on 4 Upper Park side, as specified. Selective prune of laterals by up to 3.5m to clear roofline on Grange Court side, as specified.

T4, T6, T7, T8 Sycamore - Selective prune of laterals to previous points to clear roofline on 4 Upper Park side, as specified. Selective prune of laterals by up to 3.5m to clear roofline on Grange Court side, 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.

477.7 Deemed Permission and Others– provided for information only:

Lawful Development Certificate Proposed:

Application No: EPF/1008/26

Officer: Suleman Uddin

Location: 21 The Crescent, Loughton, IG10 4PY

Proposal: Certificate of Lawful Development for side dormers and front porch.

The Committee OBJECTED to this application. Members noted that this application had replaced the proposed front dormer with Velux windows, however, the drawings were the same as provided for previous application EPF/0118/26. The Committee reiterated its comments for that proposal, min no PL396.4, which were:

“The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the proposed loss of this bungalow would reduce housing choice, particularly for people with disability needs, including the current and future needs of older people, which would be at odds with the Council's objective of achieving mixed and balanced communities, contrary to policy H1 of the Epping Forest District Local Plan adopted 2023.

The extra height and bulk would have a negative impact on the street scene. It would sit as an incongruous feature in its setting and would be detrimental to the visual amenity of this part of The Crescent, contrary to policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members drew the attention of the Planning Officer to a previous appeal for this site (Appeal Ref: APP/J1535/D/19/3234980) for a similar proposal that was refused on appeal."

Application No: EPF/1042/26

Officer: Klajdi Koci

Location: 65 Southview Road, Loughton, IG10 3LQ

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

The Committee OBJECTED to this application on the grounds that the dormer should either be constructed up to the boundary or away from the chimney stack to avoid rainwater getting trapped behind the chimney stack or allow rainwater to pass. It would be advisable for the applicant to consult with the neighbour, as what is drawn would lead to water penetration to both the neighbour's and the applicant's property in the future. Although it is a Building Regulations matter it should be noted that if the chimney stack is still in use, it should be raised to above the dormer. The soil vent pipe would also need to be terminated 900mm above the highest openable window.

Approval of details reserved by a condition:

Application No: EPF/0992/26

Officer: Yee Cheung

Location: Davenant Foundation School, Chester Road, Loughton, IG10 2LD

Proposal: Approval of Details Reserved by Conditions 4 Soft Landscaping, 8 and 9 Flooding, 10 CEMP for Biodiversity, 13 Lighting, 14 Habitat Monitoring of EPF/1305/25 (Demolish existing sixth form and library block and replace with new partial two storey sixth form including library and SEN classrooms).

The Committee NOTED the above application.

PL478 Decisions

The Committee NOTED the decision notices for May 2026.

PL479 Licensing Applications

No applications had come to the attention of officers.

PL480 Enforcement and Compliance

No Enforcement notices had been received.

Signed:

Date: 22 June 2026