



# EPPING TOWN COUNCIL

EPPING HALL, ST JOHNS RD, EPPING, ESSEX CM16 5JU

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## TO ALL MEMBERS of the PLANNING AND GENERAL PURPOSES COMMITTEE

Cllr N Avey (Chairman)  
Cllr B Scruton (Vice Chairman and Mayor - *ex officio*)  
Cllr S Baker  
Cllr C Burgess (Deputy Mayor - *ex officio*)

Cllr C McCredie  
Cllr G Scruton  
Cllr M Wright

You are hereby summoned to attend a meeting of the **PLANNING AND GENERAL PURPOSES COMMITTEE** to be held in the **Conference Room, Epping Hall, St Johns Road, Epping** on **Tuesday, 25<sup>th</sup> October 2022** at **7.15pm** for the purpose of transacting the business as set out in the agenda below.

•For visitors: **Please advise us by 4pm on the day of the meeting if you wish to attend.**

**Beverley Rumsey**  
Town Clerk  
19<sup>th</sup> October 2022

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## A G E N D A

### 1 APOLOGIES FOR ABSENCE

To receive any apologies and reasons for absence.

### 2 DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

Cllr N Avey and Cllr C McCredie have requested an entry be made in the minutes to make it clear that, as members of both the District and Town Councils, they will reconsider all matters at District level taking into account all relevant evidence and representations at the District tier. Therefore, they cannot be bound in any way by any view expressed in the parish tier or by the decisions of this Committee.

### 3 DISPENSATIONS

To receive requests for dispensations from members concerning any item of business on this agenda.

**4 CONFIRMATION OF MINUTES**

To approve as a correct record and sign the Minutes of the meeting held on 11<sup>th</sup> October 2022.

**(Attached)**

**5 PUBLIC QUESTIONS OR COMMENTS**

To receive any questions or comments relating to planning matters from members of the public present at the meeting, or which have been received in writing in advance of the meeting.

**6 NOTICES AND INFORMATION**

To receive any notices or information that the Chairman may wish to lay before Committee.

**7 PLANNING APPLICATIONS**

To consider the following Planning and Tree applications as received from Epping Forest District Council since the date of the previous agenda and up until the date of this agenda:

EPF/2198/22	140 High Street Epping CM16 4AG Octagon Developments Ltd	Erection of 20 flats and one commercial unit with associated car and cycle parking and additional landscaping.
EPF/2207/22	140 High Street Epping CM16 4AG Octagon Developments Ltd	Demolition of the existing buildings on the site in a conservation area.
EPF/2266/22	22 Lindsey Street Epping CM16 6RB Daniel Brennan	Proposed single-storey rear extension.
EPF/1789/22	Bell Cottage High Road Epping CM16 4DQ Mr Gary Matthews	Grade II listed building application for alteration to roof shape following approval of alterations to house, and investigative works to ascertain the condition of existing structures, and alterations to rear facade of house in line with alterations to roof changes.
EPF/1784/22	Bell Cottage High Road Epping CM16 4DQ Mr Gary Matthews	Alteration to roof shape following approval of alterations to house, and investigative works to ascertain the condition of existing structures, and alterations to rear facade of house in line with alterations to roof changes.
EPF/2301/22	Bakers Cottage Fluxs Lane Epping CM16 7PE Mr Matthew Hagger	Listed Building application for a proposed replacement of existing windows with new painted timber, double-glazed windows.
EPF/2236/22	9 Revival Court Half Moon Lane Epping CM16 4AH Mr Joseph Trinnaman	Proposed part conversion of existing terrace into office space
EPF/1934/22	12 Kendal Avenue Epping CM16 4PW	Removal of existing conservatory and erection of single storey rear infill extension

	Mr & Mrs Worby	
EPF/2141/22	31 Crows Road Epping CM16 5DE Mr Jonathan Dowling & Catherine Lawrence	Ground floor rear extension.
EPF/2289/22	48 Hemnall Street Epping CM16 4LS Mr John Whalley	TPO/EPF/01/22 T1: Birch - Crown reduce height to give up to 1m clearance from overhead wires, as specified. Crown reduce lateral branches, as specified.

8 **APPEALS**

To consider the following Notices of Appeal as received from Epping Forest District Council since the date of the previous agenda and up until the date of this agenda.

EPF/3139/21	2 Crossing Road Epping CM16 7BG Mr James and Christian Luckin	Converting a two storey 4 bedrooomed house into a 2.5 storey of 3 flats consisting of 1x three bedrooms, 1x two bedrooms and a 1 bedroom Adding a new roof 3 car space at the front.
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**Decision taken by P&GP Committee - 8<sup>th</sup> February 2022**

Committee **STRONGLY OBJECT** to this application.

Whilst Committee note this revised application, these revisions have not addressed Committee's previous concerns. Committee acknowledged objections from four neighbours about this latest application which were noted. Committee wanted to add the extra issue that was highlighted by one of the neighbours. The removal of the current front garden area to be concreted over to provide three parking spaces would further hinder the rainwater run off issue the neighbours currently experience on Brook Road.

Committee stands by their previous objection. Committee felt that this is an overdevelopment of the site and would result in a loss of amenities for neighbouring properties in terms of overlooking, loss of views, noise and light. This new proposed conversion would be taller than the nearest dwellings.

A mix of dwelling types is required and removing large, family homes does not contribute to this objective. The area has many large family homes, which is characteristic of this area of Epping and the loss would be detrimental to the character of the surrounding area.

The proposal does not provide sufficient parking for four flats, which would put additional pressure on the surrounding roads. The increased traffic resulting from the additional flats would be detrimental to highway safety, given its proximity to a busy junction, contrary to policy ST4.

Relevant policies: CP2 (iv), CP7, DBE2, DBE3, DBE8, DBE9, DBE10, DBE11, ST4, ST6 (Adopted Local Plan)

Emerging Local Plan: DM5 (i), DM9F, DM9J, DM10, DM16, H1A (ii) and (iii), T1

NPPF: Para 8 (b), 9, 124, 127

[Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.](#)

9 **PLANNING DECISIONS**

To **NOTE** the following decisions as received from Epping Forest District Council since the date of the previous agenda and up until the date of this agenda:

**Delegated Cases:****GRANTED:**

EPF/0987/22	Duke Of Wellington Public House	Change of use of existing Outbuilding
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	36 High Street Epping Essex CM16 4AE Punch Taverns	from letting accommodation (C1) to public house (Sui generis). Construction of new infill extension between main building and outbuilding. Erection of new rear single storey flat roof extension. Proposed external alterations including new resin bond gravel path to main entrance, new timber post and trellis canopy frame to front garden.
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1123/22	Stepping Stones Kendal Avenue Epping Essex CM16 4PW Mr Sharp	Proposed single storey front extension
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1670/22	24-36 High Street Epping CM16 4AE Shell Oil UK Products Limited	Approval of Details Reserved by Conditions 3 `Demolition Management Statement/Construction Management Statement and 8 `Types and colours of external finishes' for EPF/2512/21 (Proposed redevelopment of an existing petrol filling station; including the demolition of the existing sales building, canopy and domestic forecourt; erection of a new sales building, canopy and domestic forecourt; provision of car parking spaces; provision of EV charging bays & associated plant, erection of a new bin store & associated works).
Committee <b>NOTED</b> this application.		
EPF/1555/22	23 Sunnyside Road Epping CM16 4JW Mr L Winch	TPO/EPF/26/89 (Ref: A1) T1: Pear - Crown reduce by up to 2m, as specified. G2: 4 x Field Maple - Crown reduce, as specified. T3: Magnolia - Crown reduce lateral branches by up to 1.5m, as specified.
Committee have <b>NO OBJECTION</b> with the work provided it is carried out under the supervision of the arboricultural officer at EFDC.		
EPF/0506/22	Hemnall Social Club Hemnall Street Epping CM16 4LS Theydon Trust Ltd	Proposed change of use from function room to office space.
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1423/22	34 Rayfield Epping CM16 5AD	Proposed single storey front extension.

	Mrs Sophie Sweeney	
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1729/22	80 The Plain Epping CM16 6TW Mr Ben Austin	First floor rear extension.
Committee have <b>NO OBJECTION</b> to this application.		
A/EPF/0973/22	227 High Street Epping Essex CM16 4BP Gail's Ltd	Installation of lettering to fascia board; installation of hanging sign to wall above fascia.
Committee have <b>NO OBJECTION</b> with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
EPF/0756/22	33 High Street Epping Essex CM16 4BA Mr M Ellis	Minor internal alterations to form new school catering kitchen & new external kitchen ventilation extract & associated ductwork.
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1181/22	Epping Hall, Epping Town Council St Johns Road Epping Essex CM16 5JU Epping Town Council	Extension to existing community hall, and town hall offices.
Committee have <b>NO COMMENTS</b> to make regarding this application.		
EPF/1629/22	90 St Johns Road Epping CM16 5DP Mrs Judith Lunn	Ground floor rear extension
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1460/22	Former School Centrepont Building and Council Depot Land St Johns Road Epping CM16 5JU Qualis Commercial Ltd	Temporary change of use from former school car park and playground to public car park for a period of 15 months and associated works including partial resurfacing and landscaping, pedestrian access from St Johns Road and laying out of parking spaces'
Committee have <b>NO OBJECTION</b> to this application. However, Committee commented that they could not see any disabled car parking spaces on the plans.		
EPF/1576/22	Civic Offices, Conder Building and Car Park, 323 High Street, Epping, CM16 4BZ Qualis Commercial Ltd	Approval of Details Reserved by Conditions Condition 20 - Swept path analysis, Condition 23 - Drainage Strategy, Condition 28 - NOx emissions and Condition 31 - Archaeological investigation of EPF/0919/21 (The redevelopment of the existing office building and car park. Demolition of the existing office building and alterations to connection to existing Listed Civic Centre. Development to comprise

		new apartment buildings and houses to provide a mix of residential units (Use Class C3), revised vehicular and pedestrian access from High Street, all associated car and cycle parking, servicing, hard and soft landscaping and associated works).
Committee <b>NOTED</b> this application.		
EPF/0835/22	11 Griffins Wood Cottages High Road Epping Essex CM16 4DH Mr Myford	Two storey rear extension, part single storey, part two storey side extension, and garden room. Construction of single garage in the back garden with external stair. (Resubmission of previously approved applications EPF/1767/16 & EPF/2249/15).
Committee have <b>NO OBJECTION</b> to this application.		

**Delegated Cases:**

**SPLIT: (Decision split with the EFDC Tree team granting permission for the crown lifting pruning works but refusing the felling of the Wellingtonia tree.)**

EPF/1706/22	Eppingdene Livery Stables Ivy Chimneys Road Epping, CM16 4DU Cellnex	TPO/EPF/08/90 (Ref: T1-T3) G1: Willow & Mixed Species - Crown lift trees around perimeter of mast site to 3m above ground level, as specified. TPO/EPF/53/10 (Ref: T1) T1: Wellingtonia - Fell & replace, as specified.
<p>Committee <b>OBJECT</b> to the felling of a Pine tree which has been included in this application. Committee have concerns that the Pine tree is dying and commented that the species of this tree is not specified but have reason to believe it to be a rare Wellingtonia coniferous tree. Committee note that there is no tree report or other information provided about the disease affecting this dying tree.</p> <p>There is insufficient evidence to show this work is necessary and the planning system has a duty to protect trees, in accordance with policies LL7, LL8, LL9 and LL10 of the Relevant EFDC Combined Local Plan Policies.</p> <p>Committee have <b>NO OBJECTION</b> to the crown lift works to the Willow and other trees except the Pine tree provided it is carried out under the supervision of the arboricultural officer at EFDC.</p>		

**Delegated Cases:****REFUSED:**

EPF/1332/22	154 High Street Epping CM16 4AQ EL MAR Architects	Structural alteration to the front elevation and installation of a new timber constructed shop front.
Committee have <b>NO OBJECTION</b> with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
LB/EPF/0965/22	227 High Street Epping Essex CM16 4BP Gail's Ltd	Grade II listed building application for installation of retractable fabric awning with metal casing to shopfront; installation of timber door handles to shopfront doors; painting of shopfront doors, timber fascia,

		stallriser, and office entrance door; installation of lettering to fascia board; installation of hanging sign to front elevation.
Committee have <b>NO OBJECTION</b> with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
EPF/0966/22	227 High Street Epping Essex CM16 4BP Gail's Ltd	Installation of retractable fabric awning with metal casing to shopfront; installation of timber door handles to shopfront doors; painting of shopfront doors, timber fascia, stallriser and office entrance door; installation of lettering to fascia board; installation of hanging sign to wall above fascia
Committee have <b>NO OBJECTION</b> with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
EPF/1476/22	33 Charles Street Epping CM16 7AU Rupert Wood	Double Storey Rear extension
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1218/22	33 Charles Street Epping CM16 7AU Rupert Wood	Loft extension raising ridge height to allow internal head height.
Committee have <b>NO OBJECTION</b> to this application.		
EPF/1687/22	12 Ravensmere Epping CM16 4PS M. Eichhorn-Schurig	Retrospective Householder application for a window on the southern elevation.
Committee have <b>NO OBJECTION</b> to this application. Epping Town Council do not support retrospective applications and would request that the glazing is obscure and does not cause any nuisance or lack of amenity for neighbours.		
EPF/1746/22	7 Homefield Close Epping CM16 4RB Mr and Mrs C and E Smith and van Wyk	Proposed side entrance porch with pitched roof with new pedestrian access point off highway. (Existing vehicular access point retained). First floor extension and roof remodelling to make the two existing bedrooms over the ground floor living room larger and more useable. Pitched roof canopy on rear façade with window changes on the rear elevation and a new door arrangement into the kitchen. Proposed pitched roof over front facing bay window with door and window alterations. Proposed first floor side facing windows off extended bedrooms over front entrance porch.
Committee have <b>NO OBJECTION</b> to this application.		

**RAISE NO OBJECTION**

EPF/1564/22	41 Rose Cottage Bell Common Epping CM16 4DY Mrs Sarah Strouts	Bell Common Conservation Area T1: Lawson Cypress - Fell. T2: Maple - Crown reduce by 20%. T3: adj Cherry - Crown reduce by 25%. T4: Cherry - Fell.
The Planning & Events Officer spoke to Epping Forest District Council (EFDC) about these types of application. It was for a Tree in a conservation area, not a protected tree, therefore EFDC no longer include these on the Weekly List given the six week turn around on them.		
EPF/1887/22	29 Bell Common Epping CM16 4DY Keith Hibberd	Bell Common Conservation Area T1: Lime - Reduce lateral crown by up to 30%.
The Planning & Events Officer spoke to Epping Forest District Council (EFDC) about these types of application. It was for a Tree in a conservation area, not a protected tree, therefore EFDC no longer include these on the Weekly List given the six week turn around on them.		

**WITHDRAWN**

EPF/1644/22	Bakers Cottage Flux Lane Epping CM16 7PE Oak Tree Group of Schools	Variation of condition 8 'plan numbers' of EPF/2687/21 (Application for a Grade II Listed building for proposed demolition of existing conservatory, internal alterations to existing building and erection of new classroom building and link within former garden area).
Committee have <b>NO OBJECTION</b> with the work provided it is carried out under the supervision of the conservation officer at EFDC.		

**LAWFUL**

EPF/1384/22	Nusa Dua 94 Hemnall Street Epping CM16 4ND Mr and Mrs Paul Saggers	Certificate of lawful Development for existing ancillary two storey outbuilding.
Committee <b>NOTED</b> this application.		

**OTHER**

EPF/1621/22	85 Lindsey Street Epping CM16 6RD Louisa Catanzaro Shane Barham	Proposed 2 storey, first floor and single storey rear extension
The Planning & Events Officer spoke to the EFDC Planning department as this planning application wasn't on any weekly list for Epping and the delegated decision was made by the EFDC Planning Officer to approve it which was listed on the September EFDC decisions list. EFDC Planning department said that it looks like the application had some fields missing when it was processed so it never made it to the weekly list and the Planning Officer's report on the website which had North Weald Bassett Parish Council listed as a consultee was a typo.		



**COMMITTEE CASES****GRANTED - EFDC waiting on Legal Agreement before confirmed official.**

EPF/1713/20	12-14 Brickfield Road Coopersale Epping CM16 7QX c/o Agent, The Chisenhale- Marsh Estates Company	Proposed demolition of existing two dwellings and associated structures and redevelopment to provide four new dwellings, associated gardens and infrastructure. <b>**AMENDED PLANS RECEIVED**</b>
<p>Committee <b>OBJECT</b> to this application.</p> <p>The amended plans do not address the Committee's previous concerns and the Committee continue to uphold their objection to this proposal.</p> <p>This pair of cottages are of a particular architectural style which contribute to the street scene and should not be lost. The loss of these properties and the very modern design of the proposed properties would be detrimental to the street scene.</p> <p>The Town Council contacted the conservation officer at EFDC for advice prior to the meeting about this application. The conservation officer confirmed that this pair of early 20<sup>th</sup> century cottages at 12-14 Brickfield Road could, in their view, be considered to meet the criteria for non-designated heritage assets. To be included on the Local List, the building or structure should satisfy (a), and either (b) or (c) below:</p> <p>(a) authenticity – buildings should be recognisably of their time, or of a phase in their history. If they have been unsympathetically altered, the change should be easily reversible. A building which is substantially unaltered, or retains the majority of its original features, qualifies under this criterion.</p> <p>(b) architectural, local or townscape significance – the building must be a good example of a particular local building type or style or display good quality local craftsmanship and detailing.</p> <p>(c) historical significance – the building should display physical evidence of periods of local economic, technical or social significance, well-known local people or historic events.</p> <p>After reviewing these cottages, the conservation officer felt that it could satisfy (a) and (b). The conservation officer stated that the presence of a similar pair of cottages down the road at no.3 and 4 Brickfield Road reinforces the townscape interest, especially as the properties built later on this road take clear architectural references from them.</p> <p>This information confirms that their contribution to local distinctiveness would be a material consideration in decisions on development proposals that directly affect their significance or setting. The Committee therefore request that the conservation officer at EFDC is involved in this particular planning application.</p> <p>Relevant policies: CP2 (iv), CP7, DBE10 Emerging Local Plan: DM9A and F NPPF Para: 110 (c), 124</p> <p><a href="#">Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.</a></p>		

**COMMITTEE CASES****GRANTED**

EPF/1015/22	94 Coopersale Common Coopersale Epping	Proposed conversion of an existing detached garage to a two storey integrated studio (Revised application to EPF/0444/22)
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	Essex CM16 7QU Mr Parul Patel	
<p>Committee <b>OBJECT</b> to this application.</p> <p>Committee note and agree with the new plans for changes to the roof materials which conform to the rest of the street scene.</p> <p>However, the Committee still consider this proposal constitutes overdevelopment of the site in terms of its size and bulk. The volume of development would have implications on the street scene and the character of this rural area.</p> <p>However, if this application is granted, Committee request a condition be placed on this application that this proposed development is an ancillary building to the applicant's dwelling and not sold as a separate dwelling in the future.</p> <p>Relevant policies: CP2 (iv), CP7, DBE1, DBE2, DBE9, DBE10 (Adopted Local Plan) Emerging Local Plan: H1A (ii) and (iii) NPPF: Para 8 (b), 9, 120 (e), 127</p> <p><a href="#">Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.</a></p>		

**REFUSED** None