

MINUTES of the PLANNING AND GENERAL PURPOSES COMMITTEE MEETING held by ZOOM (digital meeting platform) on Tuesday, 13th April 2021 at 6.30pm.

PRESENT: Cllr N Avey (Chairman)
Cllr B Scruton (Vice Chairman)
Cllr C Burgess
Cllr C McCredie
Cllr G Scruton (Mayor - *ex officio*)
Cllr M-L Whitbread
Cllr M Wright (Deputy Mayor - *ex officio*)

IN ATTENDANCE: One member of the press and six members of the public were present.

OFFICERS: Beverley Rumsey (Town Clerk)
Geraldine Vallis (Planning & Events Officer)

There was a one-minute silence observed before the meeting started as a mark of respect for the passing away of Prince Philip and the following statement was read out by the Chairman, Cllr Nigel Avey.

Epping Town Council were very saddened to hear about the passing of His Royal Highness, The Prince Philip, Duke of Edinburgh and join the nation in sending sincere condolences to Her Majesty The Queen and The Royal Family.

The Town Council's flag is flying at half mast and our condolences as Epping Town Council will be sent directly to the Royal Family at this very sad time.

His Royal Highness' incredible life spanned a century, but his achievements will remain part of our history for all time.

502 APOLOGIES FOR ABSENCE

No apologies for absence were received.

503 DECLARATIONS OF INTEREST

Cllr C McCredie declared a non-pecuniary interest in application EPF/3076/20 PMW Garages, Fluxs Lane as she knows the applicant.

Cllr C McCredie declared a non-pecuniary interest in application EPF/0145/21 2 Crossing Road as she knows of the applicant.

Cllr G Scruton declared a pecuniary interest in application EPF/0145/21 2 Crossing Road as his property overlooks the applicant's dwelling.

Cllr M Wright declared a non-pecuniary interest in application EPF/0598/21 11 Tower Road as he lives on the same road.

Cllr B Scruton declared a non-pecuniary interest in application EPF/3076/20 PMW Garages, Fluxs Lane as she knows the applicant.

Cllr B Scruton declared a non-pecuniary interest in LB/EPF/0656/21 26 to 28 James Street as she knows the applicant.

Cllr M-L Whitbread joined the meeting.

Cllr M-L Whitbread declared a pecuniary interest in application EPF/0536/21 67 Hemnall Street, as she has dealings with the applicant through work.

Cllr M-L Whitbread declared a non-pecuniary interest in application EPF/0620/21 66A The Plain as she knows the applicant through work.

Cllr M-L Whitbread declared a pecuniary interest in application EPF/0145/21 2 Crossing Road as she has dealings with the applicant through work.

Cllr M-L Whitbread declared a pecuniary interest in application EPF/0532/21 Glyfada, 14a Kendal Avenue as she has dealings with the applicant through work.

Cllr M-L Whitbread declared a non-pecuniary interest in application LB/EPF/0588/21 Civic Offices, Epping Forest District Council as she is related to the Leader of Epping Forest District Council.

Cllr M-L Whitbread declared a non-pecuniary interest in application LB/EPF/0656/21 Civic Offices, Epping Forest District Council as she is related to the Leader of Epping Forest District Council.

Cllr N Avey and Cllr C McCredie declared a non-pecuniary interest in application LB/EPF/0588/21 Civic Offices, Epping Forest District Council as they are both District Councillors of Epping Forest District Council.

Cllr N Avey, Cllr C McCredie, Cllr B Scruton, Cllr G Scruton and Cllr M Wright declared a non-pecuniary interest in application EPF/0583/21 8 Boleyn Row as they know the neighbour objecting who is a fellow member of the Epping Neighbourhood Planning Advisory Committee.

Cllr N Avey and Cllr C McCredie declared a non-pecuniary interest in application LB/EPF/0656/21 Civic Offices, Epping Forest District Council as they are both District Councillors of Epping Forest District Council.

Cllr N Avey and Cllr C McCredie requested an entry to be made in the minutes, to make it clear, that as members of both the Town and District 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.

504 **DISPENSATIONS**

There were no dispensations.

505 **CONFIRMATION OF MINUTES**

Committee **RESOLVED** that:

the minutes of the meeting of the Planning & General Purposes Committee held on Tuesday, 23rd March 2021 be signed by the Chairman as a true record.

The Planning & Events Officer commented that there was a slight mistake on the previous Agenda dated 23rd March Confirmation of Minutes as it should have said 9th March, not 23rd February which was **NOTED** by the Committee.

506 PUBLIC QUESTIONS OR COMMENTS

Please note: Members of the public were invited to join this meeting by meeting code and password. Should members of the press and public not be able to join remotely, they are asked to contact the Town Council by 4pm on the day of the meeting.

The Planning & Events Officer advised members that one objection was received from a neighbour which was emailed to the Committee and would like to speak regarding EPF/0583/21 8 Boleyn Row which would be discussed under item 7.

The Planning & Events Officer advised members that there were two objections received from two neighbours which were emailed to the Committee and would like to speak regarding EPF/0536/21 67 Hemnall Street which would be discussed under item 7.

The Planning & Events Officer advised members that there were two objections received from neighbours which were emailed to the Committee and would like to speak regarding EPF/0145/21 2 Crossing Road which would be discussed under item 7.

The Planning & Events Officer advised members there were comments received from a neighbour which were emailed to the Committee and the neighbour would like to speak regarding EPF/0504/21 8 Purlieu House which would be discussed under item 7.

507 NOTICES AND INFORMATION

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

Temporary Traffic Regulation Order of Broadoaks, Epping

A notification has been received from Essex County Council giving notice of a planned closure of Broadoaks, due to commence on 21st April 2021 for 9 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes micro surfacing.

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

Temporary Traffic Regulation Order of Station Road, Bower Hill,

Epping

A notification has been received from Essex County Council giving notice of a planned closure of Station Road, Bower Hill, Stewards Green Road, due to commence on 24th April 2021 for 25 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes Road works - Pre Inlay Civils and Inlay.

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)

Temporary Traffic Regulation Order of Nicholl Road, Epping

A notification has been received from Essex County Council giving notice of a planned intended closure of Nicholl Road, due to commence on 27th April 2021 for 22 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes Road works Kerbing and resurfacing works.

Committee **NOTED** the above.

Planning application EPF/0145/21 2 Crossing Road was moved to third application for discussion and EPF/0504/21 Purlieu House as fourth application for discussion as objectors were present. Planning application EPF/0184/21 and LB/EPF/0189/21 49-51 Bell Common was dealt with together as same description but one listed building application and one main application.

508 **PLANNING APPLICATIONS**

EPF/0583/21	8 Boleyn Row Epping CM16 6FF Mr Graeme Piper	Part single/two storey rear/side extensions, replacement larger roof window on rear elevation, conversion of rear half of existing garage. (Revised application to EPF/0052/21).
<p>Committee OBJECT to this application.</p> <p>Whilst Committee note the revised application, these revisions have not addressed Committee's previous concerns and this objection still stands.</p> <p>The proposal is an overdevelopment of this six-bedroom detached dwelling in terms of its bulk and scale. This development would affect the streetscene, creating a terracing effect on the particularly styled detached houses on Boleyn Row on the Kings Wood Park estate. It would set a precedent for future applications in that area.</p> <p>This development would result in a loss of amenities for neighbouring properties in terms of loss of natural light, overlooking, privacy, noise and visual impact. The Committee received one neighbour objection to these proposals which was noted.</p> <p>The loss of part of the garage would also have an impact as there is already a major issue with car parking on that street.</p> <p>Relevant policies: CP2 (iv), DBE2, DBE9, DBE10 (i) and (ii), H3A (iv) (Adopted Local Plan) Emerging Local Plan: DM9F, DM9J, DM10E, H1A (ii) and (iii) NPPF: Para 8 (b), 9, 105, 106, 124, 127, 180</p> <p>Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.</p>		
EPF/0536/21	67 Hemnall Street Epping CM16 4LZ C Curbishley	Demolition of existing dwelling and erection of a two-storey detached dwelling.
<p>Committee STRONGLY OBJECT to this application.</p> <p>Committee are concerned that this new proposal includes the demolition of the existing family dwelling with a new building which will look out of place in this carefully styled row of houses on Hemnall Street. The proposal is for a three-storey, not two-storey house.</p> <p>The proposal is an overdevelopment of the site in terms of its bulk and scale on the edge of a conservation area location. This development would result in a loss of amenities for neighbouring properties in terms of loss of natural light, overlooking and visual impact. The Committee received two neighbours' objections to these proposals which were noted.</p>		

<p>The materials being proposed for the new development are not appropriate and would damage the streetscene as the properties are in a particular architectural style within the area.</p> <p>Committee also acknowledged EFDC's Tree Team objection comments which were there was insufficient protection for trees and landscape retention.</p> <p>Relevant policies: CP2 (iv), CP7, DBE2, DBE3, DBE9, LL7, LL10 (Adopted Local Plan) Emerging Local Plan: DM5 (i), DM9F, DM9J, DM10E, H1A (ii) and (iii) NPPF: Para 8 (b), 9, 124, 127</p> <p>Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.</p>		
EPF/0145/21	2 Crossing Road Epping CM16 7BG Mr James and Christian Luckin	Conversion of two storey 4 bedroom house into 3 storey block of 4 flats – 2 x two bed roomed and 2x one bedroom with new roof and providing additional car parking.
<p>Committee STRONGLY OBJECT to this application.</p> <p>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. Committee acknowledged comments from two neighbours which were noted.</p> <p>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.</p> <p>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.</p> <p>Relevant policies: CP2 (iv), CP7, DBE2, DBE3, DBE9, LL10, ST4 (Adopted Local Plan) Emerging Local Plan: DM5 (i), DM9F, DM9J, H1A (ii) and (iii) NPPF: Para 8 (b), 9, 124, 127</p> <p>Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.</p>		
EPF/0504/21	Purlieu House 11 Station Road Epping CM16 4HA P Saggars	Additional storey to facilitate the creation of six flats and change of use of part ground from B1 office to retail for the building to comprise of a retail unit on the ground floor and retained under croft parking, offices to first floor, and the flats on the second and newly created third floor.
<p>Committee OBJECT to this application.</p> <p>Committee stated that this was an overdevelopment of the site with the additional floor to be added, would cause a tunnelling effect. The Committee questioned whether the building's structure could support another floor in case there is a health and safety issue. Committee are concerned that as this building is in the conservation area, it would have such a negative impact on the street scene.</p> <p>This additional storey along Station Road, and the higher building would have a negative impact on Honeysuckle Mews on the opposite corner of Hemnall Street and Station Road. Committee were concerned about loss of light to other properties nearby with the extra floor added.</p> <p>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</p>		

would be detrimental to highway safety, given its proximity to a busy junction, contrary to policy ST4.

The Committee acknowledged one neighbour's comments. The Committee were told there is an access/egress to the parking area for Flacks Mews and several High Street businesses, including the funeral director, is via a keypad operated security gate. This gate is very narrow and access is frequently blocked by inconsiderate drivers despite signage and parking restrictions.

If planning permission is given for this application, the Committee requests the following conditions be included with any planning permission.

1. Working time restrictions between the hours of 7.30am and 5.30pm on weekdays only - to limit noise and help mitigate parking issues.
2. No weekend or public holiday working.
3. No blocking of the access/egress gate to Flacks Mews at any time during the construction period.
4. Contractors and sub-contractors to be made aware of the parking restrictions (DYL) in Hemnall Street immediately adjacent to the development.
5. In the event that heavy machinery and/or large deliveries are scheduled, or if any of the previous three conditions cannot be met for any reason, then at least two days written notice is provided to all residents, tenants and businesses living or operating out of Flacks Mews.
6. That a contact number is provided for the clerk of works, employers agent or equivalent to all residents, tenants and businesses operating out of Flacks Mews to facilitate rapid resolution of problems with contractors.

Committee also note that works to the retail ground floor property have already begun, without full planning permission being granted and would request that applicants are strongly deterred from this practice.

Relevant policies: CP2 (iv), DBE9, DBE10 (i), (ii), H3A (iv), ST2 (Adopted Local Plan)

Emerging Local Plan: DM9F, DM9J, DM10E, H1A (ii) and (iii)

NPPF: Para 108(b),110(d), 124

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

EPF/0620/21	66 A The Plain Epping CM16 6TW Mr Don Benton	Single storey side/rear extension. New pitched roof over flat roof to create additional rooms, new pitched roof over annexe.
<p>Committee have NO OBJECTION to this application. However, Committee commented that there are trees to be felled on the Tree Protection Plan but no provision for planting replacements.</p>		
EPF/0483/21	3 Theydon Grove Epping CM16 4PU Mrs Jenny Westcott	TPO/EPF/11/01 T1: Sycamore - Crown reduce by up to 2m, as specified. Crown thin by up to 30%, as specified.
<p>Committee have NO OBJECTION with the work provided it is carried out under the supervision of the arboricultural officer at EFDC.</p>		
EPF/0532/21	Glyfada 14 A Kendal	First floor extension to north east side. Ground floor infill of north west side. Infill of ground floor undercroft to front facade. Removal of balcony and street facing doors to ground and

	Avenue Epping CM16 4PW Mr Chris Julien	first floors. New windows and render finish throughout.
Committee have NO OBJECTION to this application.		
EPF/3076/20	PMW Garages Fluxs Lane Epping CM16 7PE Mr P Sjoberg	Conversion of existing ancillary building to dwelling with associated amenity space and parking for use by site manager.
Committee have NO OBJECTION to this application.		
EPF/0184/21	49-51 Bell Common Epping CM16 4DY Mr D Gardner	Proposed single storey extension to kitchen.
Committee have NO OBJECTION with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
LB/EPF/0189/21	49-51 Bell Common, Epping CM16 4DY Mr D Gardner	Grade II listed building application for proposed single storey extension to kitchen.
Committee have NO OBJECTION with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
EPF/0576/21	55 High Street Epping CM16 4BA Mr R Hopkins	New building to the rear to facilitate 1 no new dwelling.
<p>Committee STRONGLY OBJECT to this application.</p> <p>This proposal is a vast overdevelopment of the site in terms of its bulk, scale and density. There is the question of access to the new two-bedroom dwelling at the back of the property. There seems to be only one front access for the shop and one front access for the existing flat upstairs and proposed dwelling. There does not seem to be any provision for access to refuse collection or emergency services. Where neighbouring properties have been developed, there have been better access arrangements. This proposal will result in a very cramped form of development in a conservation area and have a negative effect on the character of the urban environment.</p> <p>There is no provision for vehicle parking for the new dwelling. Even though the property is located near other forms of transport, there is every likelihood that the residents in the new proposed flat will own vehicles even though the development is in an urban area. There are existing car parking facilities in the town but this provision in the area is quite inadequate. There are severe parking issues in Epping and the insufficient parking from this scheme will put additional pressures on the surrounding roads.</p> <p>National and local policy seek to protect the quality of the urban environment. The additional pressure on parking will reduce the quality of the urban environment in neighbouring roads. Development now should not result in a reduced quality of life for future generations.</p> <p>Relevant policies: CP6, CP7, DBE1, DBE8, DBE10, ST2. Emerging Local Plan: H1A (ii), (iii) & (v), DM9J, T1 C & F NPPF: Paras 127, 180</p> <p>Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.</p>		

EPF/0598/21	11 Tower Road Epping CM16 5EL Mr & Mrs Rob Jones	Proposed loft conversion with rear dormer, rooflight windows and 3no dormers facing East. (Revised application to EPF/2500/20).
Committee have NO OBJECTION to this application.		
LB/EPF/0588/21	Civic Offices, Main Building 323 High Street Epping CM16 4BZ Epping Forest District Council	Grade II listed building consent to modernise and replace the hoist for the Councils crest in the Council chambers and modification for existing ladder access.
Committee have NO OBJECTION with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
LB/EPF/0656/21	Civic Offices, Epping Forest District Council 323 High Street Epping CM16 4BZ Mr.Michael Turnbull	Grade II listed building consent for internal alterations - retention of ramp, provide joinery feature in staff kitchen No.1 and replace door 00.17 (interview room 2) with glazed screen. New wall tiles to all existing WC and new carpet tiles to both lobbies.
Committee have NO OBJECTION with the work provided it is carried out under the supervision of the conservation officer at EFDC.		
EPF/0626/21	26 & 28 James Street, Epping Essex CM16 6RR James Borrer/ Stuart Jack	Proposed single storey rear extensions, rear dormer to no 26.
Committee have NO OBJECTION to this application.		

509 **OTHERS**

These are provided for information only, EFDC do not normally accept comments on these applications.

EPF/0528/21	93 Sunnyside Road Epping CM16 4JN Mr Phil Knowles	Application for a Lawful Development Certificate for a proposed outbuilding used as office ancillary to dwelling house. (Revised application to EPF/0715/20).
Committee have NOTED this application.		

510 **APPEALS**

EPF/1120/20	1 Buttercross Lane Epping CM16 5AA Mr Robert Shaw	Demolish existing property and erect one 3 bedroom house and three 2 bedroom apartments
<p>Decision taken by P&GP Committee – 23rd June 2020</p> <p>Committee OBJECT to this application.</p> <p>Committee acknowledged that this is the fourth attempt to gain planning approval for a development on the site of a family house. Three previous applications to this housing proposal were opposed by the Town Council and two of them were refused permission by Epping Forest District Council, the other application was withdrawn. Committee agree that while the latest proposal of three two-bedroom apartments and one three-bedroom house is a better application than the original nine apartments, this proposal has not addressed their previous concerns. The Town Council received two resident objections to these latest proposals.</p> <p>Whilst Committee note the amended plans, these have not addressed Committee’s previous concerns regarding the conservation area, access and overdevelopment. The changes made create a proposal which occupies two stories in two separate buildings, 1A containing the three two-bedroom apartments and 1B containing the three-bedroom house replacing one family house, make it overdevelopment in this sensitive setting. This proposal would have a negative effect on the conservation area and not in keeping with the streetscene. The materials being proposed for this proposal are UPVC for the windows and doors which are not appropriate for a conservation area setting.</p> <p>Buttercross Lane has a vehicle access problem with the current number of houses located on this very small lane and this proposal would make the issue far worse with the extra traffic.</p> <p>The vast increase in the number of vehicles using the property would have a harmful effect on Highway safety and on the character of the area through which the new traffic would move making the road dangerous. The entrance to Buttercross Lane is extremely narrow and traffic already exits onto pedestrian pathways, in a busy High Street and Market Town. There also would not be enough parking spaces provided for occupants and visitors for these three two-bedroom apartments and one three-bedroom house on this site proposal. National policy states that the character of individual areas must be taken into consideration and this development does not respect the conservation area of the town centre. Apartments do not respect the predominantly detached family homes in this historic location. Local and national policy state that the emphasis should be improving the quality of life in urban areas, not reducing that quality for future generations.</p> <p>Committee note the holding objection from EFDC’s Trees and Landscape team regarding the latest planning application concerning the inadequacy of the provision of landscape and trees retention and they comment specifically on the arboricultural report which had not been updated since the first original application in 2018. Previous work on the site has resulted in the loss of trees and greenery on this site which is regrettable and has resulted in a significantly altered vista for the neighbouring properties. This is a concern to the committee and the remaining trees and landscape on the site need to be carefully managed as with any housing application.</p> <p>Relevant policies: CP1, CP2, CP6, CP7, DBE1, DBE2, H3A, H4A, HC6, HC7, HC12, LL10, LL11, ST4, ST6.</p> <p>Emerging Local Plan: H1A (ii) & (iii), DM2, DM3, DM5B, DM7, DM9A, SP3, SP7, T1.</p> <p>NPPF: Paras 9, 17, 53, 55</p> <p>Epping Town Council confirm they will attend and speak at Plans East to object to this proposal.</p>		

The Planning & Events Officer confirmed that she had uploaded the Town Council's comments on the Planning Inspectorate website regarding this appeal. Committee **NOTED** the above appeal.

511 **EFDC PLANNING DECISIONS**

Committee **NOTED** that no planning decisions had been received from Epping Forest District Council for this period.

The Chairman closed the meeting at **8.16pm**.

Signature of Chairman

Date