



MINUTES OF THE PLANNING COMMITTEE

Date: Thursday 16 April 2026
Time: 6.30pm
Location: Parish Offices, Hainault Road, Chigwell, IG7 6QX

Members present:

Cllr. Elliot Costa (Chair)	Cllr Lorraine Clarke
Cllr Celina Jefcoate	Cllr Erika Skingsley
Cllr Debby Rye	

Clerk to the Council and Proper Officer: Jason Selvarajah MSc

Members of the Public and Councillors were asked to **NOTE** that in accordance with Standing Orders 3 (i) and the Local Government Transparency Code 2015, photographing, recording, broadcasting, transmitting or otherwise reporting the proceeding of a meeting may take place.

Councillors were asked to **NOTE** that in the exercise of their functions, they must take note of the following: equal opportunities; crime and disorder; human rights; health and safety and biodiversity

1. PL303/25 - APOLOGIES FOR ABSENCE

Apologies were received and **ACCEPTED** from Cllr Lisa Morgan-Skingsley, Cllr Tosin Amuludun, Cllr Rochelle Hodds

2. PL304/25 - OTHER ABSENCES

Cllr. Osman Ali, Cllr Faiza Rivzi

3. PL305/25 - DECLARATIONS OF INTEREST

Cllr Debby Rye declared a personal interest in item 13 (20 Dacre Gardens) on the basis she may know the applicant. Cllr Jefcoate declared a personal interest in item 14 (247 Fencepiece Road) on the grounds she knows the architect). Cllr Skingsley declared an interest in item 17(Oak Lodge Ave) on the grounds of living in the same road. All Councillors considered their interest would not influence their judgement and elected to remain the meeting

4. PL306/25 - MINUTES

Members received and confirmed the minutes of the meeting held 26 March 2026 ([Appendix 1](#)) as an accurate representation of what took place

5. PL307/25 - PUBLIC PARTICIPATION

None

Members **CONSIDERED** the following applications received for the weeks ending 20 and 27 March and 2 April 2026

6. PL308/25 - [EPF/0195/26](#) - 28, Chester Road, Chigwell, IG7 6AJ

Demolition of existing bungalow and construction of a new two-storey dwelling with accommodation in the roof space, together with associated access, parking and landscaping.

Chigwell Parish Council:

The Council **OBJECTS** to this application on the grounds of excessive mass, bulk and volume, and because the proposal is not in keeping with the character of the site or the wider street scene. The scheme would replace the existing modest single-storey bungalow with a substantially larger dwelling providing accommodation at ground, first-floor and roof level and, notwithstanding the applicant's assertions that it responds to the "two-storey rhythm" of Chester Road, avoids any perception of excessive mass and would sit comfortably within its context, the submitted plans, elevations and sections show a building of materially greater height, scale and overall volume than the bungalow it would replace. In the Parish Council's view, this would result in an over-dominant and incongruous form of development on the plot, failing to relate positively to local character, context and the wider built environment, contrary to Local Plan Policies DM9 and DM10.

The Parish Council also objects to the unjustified loss of the existing bungalow, contrary to the intent of Local Plan Policy H1. While the applicant relies on accessibility measures including a Part M4(2) ground-floor bedroom and shower room, level access, suitable circulation space, accessible parking and future stair-lift or lift provision, the Parish Council is not persuaded that these measures outweigh the loss of an established single-storey dwelling from the district's stock of accessible homes. The proposal would therefore erode housing mix and choice and replace a genuine bungalow with a large multi-level family house to the detriment of the character and variety of Chester Road.

7. PL309/25 - [EPF/0550/26](#) - 211, Fencepiece Road, Chigwell, IG7 5EB

Change of use from C3 to C2 (Children's Home). No external changes. Previously granted C3(b) use.

Chigwell Parish Council:

The Council **OBJECTS** to this application because the proposal would bring about a material change in the character of the site and an unacceptable intensification of use within what is, notwithstanding the applicant's wider description of Fencepiece Road, an immediate residential setting occupied by a detached three-bedroom bungalow. The application is for a change of use from C3 to C2 residential institution use as a children's care home and, although no external alterations are proposed, the use itself would fundamentally change the character of the property from a private dwelling to an institutional form of occupation. On the applicant's own case, the

home would accommodate two children together with a resident carer/manager and other staff working in shifts, with 24-hour supervision, two staff on standard shifts, two staff at night, school-related movements, staff handovers, social worker visits and weekly therapist visits and with up to six persons on site for much of the time. In the Parish Council's view, that pattern of occupation and activity goes beyond the level of a normal dwelling house and would be harmful to the quiet residential character of the area and the amenities of nearby residents.

The Council also **OBJECTS** because the information submitted does not provide a sufficiently robust or enforceable operational framework to safeguard neighbouring amenity. While the application refers to a management plan, the Design Statement only summarises broad intentions and expressly states that details of visiting staff and the detailed activity schedule "can be provided if required", indicating that important operational matters are still unresolved. The submitted waste and fire documents deal with internal refuse handling and fire precautions but do not amount to a binding, site-specific management regime controlling staffing levels, shift-change arrangements, visitor numbers, transport movements, outdoor play, complaints procedures or a restriction of the use solely to this particular form of children's home. In the absence of a detailed management plan secured by clear planning conditions, the Parish Council is not satisfied that likely impacts arising from comings and goings, noise, parking pressure, refuse in the front curtilage and general disturbance can be properly controlled. The proposal would also result in the loss of an existing C3 bungalow from the local housing stock

8. PL310/25 - [EPF/0558/26](#) - 18, Manor Road, Chigwell, IG7 5PD

Variation of Condition 2 Plan numbers of EPF/2568/22 (Lower ground floor rear extension and front extension, Ground floor rear and front elevation change of roof with side dormers to make habitable).

Chigwell Parish Council:

No Objection

9. PL311/25 - [EPF/0527/26](#) - 18, Great Owl Road, Chigwell, IG7 6AL

Single storey rear extension and conversion of garage into a gym.

Chigwell Parish Council:

No Objection

10. PL312/25 - [EPF/0207/26](#) - 50, Forest Lane, Chigwell, IG7 5AE

Proposed extensions & alterations to existing dwelling house to facilitate a basement level gym.

Chigwell Parish Council:

The Council **OBJECTS** to this application because the Basement Impact Assessment does not give me confidence that the risks to neighbouring properties have been properly assessed. The report makes very reassuring statements, but much of it reads as assertion rather than proof. It says the basement could be as close as 0.8m to neighbouring buildings and still claims the impact will be negligible, yet members could not see a clear, detailed movement or settlement assessment to support that conclusion. The ground investigation also appears limited while the report downplays

groundwater issues even though the appended material suggests water seepage may be present. In the Council's view, that is not a sound basis for such a substantial excavation next to existing homes.

Members were also concerned by errors and inconsistencies within the document itself. The appendices contain conflicting address details, parts of the report are internally inconsistent about the size and extent of the basement, and one of the structural calculation sheets in Appendix B appears to show a clear "FAIL" for bending and deflection. That alone raises serious questions about the reliability of the submission. Overall, this does not look like a careful, robust assessment of the likely effects of the development and for that reason the Council request the application should be refused unless a fuller and properly verified Basement Impact Assessment is provided

11. PL313/25 - [EPF/0573/26](#) - 404, Fencepiece Road, Chigwell, IG7 5DS

Rear extension to existing dwelling to create additional living accommodation over three floors, including new accommodation in roof loft space.

Chigwell Parish Council:

The Council **OBJECTS** to this application. Although the scheme has been revised following the refusal of application EPF/2451/25, it would still result in an unduly large and visually intrusive form of development that fails to overcome the Council's earlier concerns. The proposed works would increase the total floorspace from 286.9sqm to 541.0sqm, adding substantial new accommodation at ground, first and second-floor/roof level, with a rear projection of between 6.37m and 9.4m at ground floor and up to 5.92m at first floor, together with a raised ridge and crown roof form. In the Parish Council's view, that remains an excessive increase in depth, scale, mass, height and bulk which would appear over-dominant in relation to the host dwelling, visually incongruous in its roof form, and harmful to the character and appearance of the area. The Committee notes that the officer's report on the refused scheme concluded that a very similar proposal caused unacceptable harm for precisely these reasons, contrary to Policy DM9 of the Epping Forest District Local Plan 2011–2033 and the NPPF, and does not consider the present revisions sufficient to alter that conclusion.

The Council also **OBJECTS** on residential amenity grounds. Even though the rear balcony has now been omitted, the revised proposal would still project prominently into the plot and introduce a much more intensive built form at the rear, resulting in an overbearing and unneighbourly impact on adjoining occupiers, particularly No. 406 Fencepiece Road, and an intrusive presence when viewed from Limes Avenue across the allotments and open verge. The Committee is not persuaded that setting back part of the upper floors sufficiently mitigates the overall sense of enclosure and loss of spaciousness arising from a development of this size on this corner plot. The Council therefore considers that the proposal would continue to harm the outlook and amenity of neighbouring residents and would remain contrary to Policy DM9.

12. PL314/25 - [EPF/0577/26](#) - 4, Whitehall Close, Chigwell, IG7 6EQ

Erection of a single-storey rear extension.

Chigwell Parish Council:

No objection

13. PL315/25 - [EPF/0589/26](#) - 20, Dacre Gardens, Chigwell, IG7 5HG

Proposed roof dormer extension at the rear with front cottage dormers, roof alterations and facade material changes.

Chigwell Parish Council:

The Council **OBJECTS** to this application. The proposed rear dormer, together with the two front cottage dormers, roof alterations and façade changes, would introduce a bulky and unsympathetic form of development that fails to respect the simple roof form and established character of this single-storey detached bungalow. Although the applicant describes the front dormers as modest and subordinate, the submitted plans and sections show that the proposal would create substantial new accommodation at roof level and materially alter the appearance of the dwelling so that it would read far less as a bungalow and more as a two-storey house with dominant dormer additions. In the Parish Council's view, this amounts to poor design and would be harmful to the character of the host dwelling and the wider street scene, contrary to Policy DM9 of the Epping Forest District Local Plan.

The Council is also concerned that the proposal would erode the stock and character of bungalow accommodation in the area without any clear justification or compensating accessibility benefits. Local Plan Policy H1 specifically discourages the loss of bungalows unless accessible accommodation is re-provided or improved, and no such case has been demonstrated here. The Committee notes the officer report on the previous application described the site as a single-storey detached bungalow, and while that refusal turned on other issues, it underlines the importance of the existing form of the property. Taken as a whole, the excessive dormer development, altered roofscape and material changes would result in a visually intrusive scheme that is not in keeping with the original dwelling or the intent of Policies DM9 and H1.

14. PL316/25 - [EPF/0636/26](#) - 247, Fencepiece Road, Chigwell, IG7 5DX

Demolition of 6 existing garages and 1 existing dwelling at 247 Fencepiece Road, and replacement with 8 dwellings together with parking, landscaping and all associated works.

Chigwell Parish Council:

The Council **STRONGLY OBJECTS** to this application. The proposal would demolish the existing dwelling and six garages and replace them with eight dwellings on a site of only around 0.1 hectares, comprising a six-flat apartment block to the frontage and two detached backland houses behind. In the Council's view, this represents a cramped, over-intensive and contrived form of development that would materially increase the bulk, mass and urbanisation of the site. The scheme relies on all vehicular access being taken from Fencepiece Road through an undercroft beneath the apartment building because of the site's limited width, and the applicant's own Design and Access Statement accepts that the frontage block would be 2½ storeys and taller than its neighbours. Taken together, the apartment block, undercroft access and backland houses would amount to overdevelopment that is out of keeping with the established grain and character of the area and contrary to Policies DM9, DM10 and H1 of the Epping Forest District Local Plan.

The Parish Council also **OBJECTS** on highways and ecological grounds. Even on the applicant's own assessment of the Essex Parking Standards 2024, this area is the lower end of high connectivity. Essex Parking Standards state a very high-connectivity scheme of eight dwellings requires one parking space per dwelling plus 0.25 visitor spaces per unit. That equates to ten spaces in total, yet only nine spaces are proposed, including just one visitor space so there is a clear parking shortfall and an obvious deficiency in visitor parking likely to displace vehicles onto Fencepiece Road and surrounding roads. The Council is further concerned that the impacts on the Epping Forest SAC have not been robustly resolved. The applicant acknowledges that the site falls within the SAC zones of influence and that mitigation contributions are required, but the planning history records the lawful continuation of the existing property as four self-contained flats, whereas the submitted calculation appears to deduct only one existing dwelling. That inconsistency calls into question whether the true net increase in dwellings, the scale of recreational pressure and the required mitigation have been properly assessed. In those circumstances, the Council cannot be

satisfied that the development's effects on the SAC have been adequately addressed in accordance with Policy DM2

15. PL317/25 - [EPF/0643/26](#) - Land Between 26 And 33, Maypole Drive, Chigwell, IG7 6DE

Proposed conversion of existing double garage structure and private parking area into a sustainable self-contained 1 person studio flat with amenity area and 1no. parking space including electric charging.

Chigwell Parish Council:

The Council **OBJECTS** to the proposal. The Council considers that the existing garage building has a servile and subordinate role within the Maypole Drive street scene and that its conversion into an independent studio dwelling would still amount to an incongruous form of residential development on this site. The Council notes that the site has an extensive history of refused schemes and dismissed appeals for residential use, including the dismissed appeal under APP/J1535/W/21/3286646 relating to conversion of the existing structure into a self-contained one-person studio flat. The Inspector in that appeal found harm to the character and appearance of the area, identifying Maypole Drive as being characterised by two-storey terraced and semi-detached dwellings with open frontages and paired side garages which contribute to the street's order and consistency. In the Council's view, those findings remain highly material to the current application notwithstanding the more limited external alterations now proposed.

The Council also remains concerned that retaining the building in apparent garage form does not remove the planning harm arising from its use as a separate dwelling. Although the current proposal seeks to keep the front elevation largely unchanged, the application still proposes a self-contained studio unit with private amenity area, refuse storage and one parking space, and would introduce a separate domestic planning unit on a site that does not reflect the prevailing form and pattern of development in Maypole Drive.

16. PL318/25 - [EPF/0489/26](#) - 12, Daleside Gardens, Chigwell, IG7 6PR

Loft conversion and extension with new gable walls and two rear facing dormer windows together with a two storey front porch.

Chigwell Parish Council:

The Council **OBJECTS** to this application on design grounds. The proposed loft conversion and extension, with new gable walls, two rear dormers and a two-storey front porch, would materially alter the appearance of the dwelling in a way that is not in keeping with its existing character or the surrounding street scene. In particular, the proposed front elevation replaces the present modest entrance arrangement with a dominant full-height glazed porch feature and a reworked window pattern that would appear overly assertive and visually incongruous. The altered fenestration and enlarged entrance projection would undermine the balanced appearance of the existing house and would not relate well to the more restrained frontage treatment of neighbouring properties.

The Council also considers that the altered roof form would be out of character. The introduction of new gable walls and rear dormers would significantly change the existing roofline, giving the house a bulkier and more top-heavy appearance that would erode its original form and appear out of keeping within the row. Taken as a whole, the proposal would result in a poor and

unsympathetic design that fails to preserve the character of the host dwelling or make a positive contribution to the street scene, contrary to Local Plan Policies DM9 and DM10.

17. PL319/25 - [EPF/0642/26](#) - 25, Oak Lodge Avenue, Chigwell, IG7 5JA

Proposed single storey rear, first floor side extension, garage conversion, roof alteration with loft conversion including rear and side dormer and rooflights.

Chigwell Parish Council:

The Council **OBJECTS** to this application on the grounds of poor design and excessive bulk. The proposed two-storey side extension and loft conversion, incorporating a crown roof form with dormer additions, would substantially increase the scale and massing of the dwelling and give it a bulky, top-heavy appearance. In the Council's view, the altered roof form would not read as a subordinate addition but would dominate the host dwelling, eroding its existing hipped roof character and appearing out of keeping with the more balanced rooflines in this part of Oak Lodge Avenue. The proposal would therefore result in an overdeveloped and visually intrusive form of development, harmful to the character of the host property and the wider street scene, contrary to Local Plan Policy DM9.

The Parish Council is also concerned that the proposed loft accommodation and dormer/windows at upper level could give rise to overlooking and loss of privacy to neighbouring properties and rear gardens. The submitted rear photographs show a close residential relationship to adjoining homes, and the introduction of additional elevated openings within the altered roofscape creates the potential for increased mutual overlooking that does not presently arise to the same extent from the existing dwelling. Taken together with the increased bulk of the side and roof extensions, the proposal is not considered to represent a sympathetic form of development and would fail to safeguard neighbouring amenity, contrary to Policies DM9 and DM10.

18. PL320/25 - [EPF/0653/26](#) - 34, Tomswood Road, Chigwell, IG7 5QS

Erection pool house with pitched roof.

No objection

19. PL321/25 - [EPF/0657/26](#) - 31, Chigwell Rise, Chigwell, IG7 6AQ

Removal of the existing rear single storey extension with pitched roof. Proposed replacement single storey rear extension with flat roof and two roof lanterns.

No objection

To **NOTE** and **COMMENT** if appropriate, the following Approval of Details Reserved by A Condition. This type of application is needed where a condition in a planning permission or a listed building consent requires details of a specified aspect of the development which wasn't fully described in the original application. These details need to be submitted for approval before the development can begin

20. PL322/25 - [EPF/0604/26](#) - 30, Verviers, Tomswood Road, Chigwell, IG7 5QS

Approval of Details Reserved by Condition 8 of [EPF/0446/25](#) (Demolition of existing single storey garden room. Erection of new garden room with basement and outdoor LED screen).

Chigwell Parish Council:

No comment

21. PL323/25 - [EPF/0659/26](#) - 30, Verviers, Tomswood Road, Chigwell, IG7 5QS

Approval of Details Reserved by Condition 5 Hard and soft Landscaping of [EPF/0446/25](#) (Demolition of existing single storey garden Room. Erection of new garden room with basement and outdoor LED screen).

Chigwell Parish Council:

No comment

To **NOTE** and **COMMENT** if appropriate, the following Prior Approval Applications

22. PL324/25 - [EPF/0571/26](#) - 59, Tomswood Road, Chigwell, IG7 5QR

Proposal is for 8m rear extension from the original dwelling within the boundary of the house.

Chigwell Parish Council:

No comment

To **NOTE** and **COMMENT** if appropriate, Lawful Development Applications - If a property owner wants to be certain that the existing or proposed use or development of a building is lawful for planning purposes or that their proposal does not require planning permission, they can apply for a 'Certificate of Lawful Existing Use or Development' (CLEUD) or a 'Certificate of Lawful Proposed Use or Development' (CLPUD)

23. PL325/25 - None

APPEALS

To consider and **AGREE** the Council's response/further action

24. PL326/25 - [EPF/2451/25](#) - AP-13620 - 404, Fencepiece Road, Chigwell, IG7 5DS

Rear extension to existing dwelling to create additional living accommodation over three floors, including new accommodation in roof loft space.

Members NOTED it was a Householder Appeal and no further comments would be accepted by the Planning Inspectorate

25. PL327/25 - DECISIONS - MARCH

Members **NOTED** the decisions made in March ([Appendix 16](#))

26. PL328/25 - ITEMS FOR DISCUSSION THAT DO NOT REQUIRE A DECISION TO BE MADE OR ITEMS TO BE BROUGHT FORWARD TO THE NEXT MEETING

Cllr Jefcoate advised members she had attended the High Court that day in regarding a hearing concerning the Judicial Review of the planning decision at Froghall Lane and would update members regarding the outcome when it was handed down

The Clerk advised he would represent the Council at the Licensing Committee meeting on 12 May in regard to the application by Tesco Express for New Premises Licence Application at 177 High Road, Chigwell, IG7 6NU which includes application for the provision of late night refreshment and sale of alcohol for consumption off the premises up to 06:00 to 00:00 for 7 days a week

27. PL329/25 - DATE OF THE NEXT MEETING

Confirmed as Thursday 30 April at 6.30pm

The meeting closed at 7.29pm