



Minutes of Parish Council Meeting held at the Village Hall Tur Langton

Tuesday 17th March 2026 at 7:30p.m.

Present: Cllr J Anderson, Cllr T Bladon (Chair), Cllr P Officer, Cllr C Staveley

County Councillor Phil King (arrived during 147/25, left during 158/25), one member of the public (left after 147/25)

In attendance: Katy Ward, Clerk

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| 1. | <p>143/25 - To receive apologies for absence</p> <p>None.</p> |
| 2. | <p>144/25 - Declarations of disclosable pecuniary interests and granting of dispensations</p> <ul style="list-style-type: none"> • Cllrs Bladon and Officer are Trustees for the Village Hall and Cllr Staveley is a committee member. • All have dispensations to the next election. • Cllr Bladon items 8.2.2 (Planning) and 14.7.4 (payment of Chair's Allowance). |
| 3. | <p>145/25 - To approve and sign the minutes of the previous meeting held 13th January 2026</p> <p>It was resolved that the Minutes of the Parish Council Meeting held on 13/01/26 be approved and adopted as a true record.</p> |
| 4. | <p>146/25 - Public comments and comments on items on the agenda</p> <p>None.</p> |
| 5. | <p>147/25 - To discuss a proposal for researching the history of the war memorial at St Andrews Church</p> <p>The Parochial Church Council is looking to fund research into the men who are commemorated on the War Memorial in the Churchyard. Various options and ideas were discussed for how to go about the project, and it was agreed to see what information people already have and if there is any interest from anyone in taking on the research as a research project.</p> <p>It will be added to the newsletter to see if there is anyone interested in doing any research and to see if anyone already has any information.</p> |

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| | <p>CC Phil King mentioned the “Councillors' Ward Improvement Grant Scheme”, which provides grants of a minimum of £1,000. This could be used to fund a research project. Information can be found on HDC website. He suggested that the Parish Council could apply, and that any funding would be paid within 6-8 weeks.</p> <p>Tur Langton Parish Council supports the project, and if a research proposal is put forward are happy to complete the grant application.</p> <p>The member of the public in attendance left at this point.</p> |
| 6. | <p>148/25 - Clerk’s Report</p> <p>This meeting held on 17/03/26 was originally due to take place on 10/03/26 but was adjourned due to prior notification of it not being quorate. Notification of the adjourned meeting was posted on the village noticeboard and on the website. An updated agenda and summons were sent to all Councillors on 12/03/26 for the new meeting.</p> <p>HDC</p> <ul style="list-style-type: none"> • Electoral Register 2026 for Tur Langton received • Harborough District Residents' newsletter - January 2026 • HDC Community News - January 2026 • Financial and Digital Inclusion - HDC would like to know if residents experience financial or digital exclusion • Harborough District Residents' newsletter - February 2026 • HDC Environmental Grant now open for applications • National Village Halls Week - Monday 16 – Sunday 22 March 2026 <p>LCC</p> <ul style="list-style-type: none"> • Parish and Communities Update – Issue 41 • LCC Monthly Funding Bulletin – January 2026 • Neighbourhood Planning Network Meeting – Tuesday 24th February • Parish and Communities Update - Issue 42 • LCC survey on views on LRALC (closed 6th March) • LCC Monthly Funding Bulletin – February 2026 <p>NALC</p> <ul style="list-style-type: none"> • NALC: Section 137 limit for 2026-2027 is £11.60 per elector, up from £11.10 in 2025/26 • NALC has partnered with the Centre for Aging Better • Devolution case studies • NALC Legal Bulletin 26th January 2026 • NALC advice note updated: Planning for local councils • NALC/Aubergine blog: website accessibility • NALC Advice note: Procurement • Local Government Finance Settlement for 2026/2027 - Parish and town councils are again excluded from referendum principles on excessive council tax increases |

- NALC backs major overhaul of Practitioners' Guide after SAPPP consultation

LRALC

- Invitation to nominate people to attend one of the Royal Garden Parties
- New LRALC CEO - Justin Robinson started in January
- Former Chief Executive, Jake Atkinson, has been convicted and sentenced (to 7 years) for historic sexual offences
- Annual Parish Liaison Event – Monday 6th July (5pm – 8pm) at County Hall
- Introduction to new Chief Executives: Tuesday 3rd March, 6pm on Zoom (Jane Moore, newly appointed Chief Executive of Leicestershire County Council and Justin Robinson, new CEO at LRALC)
- Councils' Preparation Timetable for New Employment Rights starting April 2026
- Guidance for Annual Parish Meeting
- LRALC How to guide: How to manage the appointment of a temporary proper officer or responsible financial officer (RFO)
- LGR discussion events on Zoom

RCC

- RCC Rural Awards 2026

Other

- Local Policy Innovation Partnership (LPIP) report - The Future of Local Democracy – Devolution and the Need to Empower Town and Parish Councils
- MHCLG consultation: Reducing the prevalence of private estate management arrangements - closing date is 12th March
- Villages Together coalition email from Ratby PC
- The Association of Electoral Administrators (AEA) online course how to complete nomination papers for parish and town council elections

7. 149/25 - Reports and updates from:

7.1 County Councillor

CC Phil King was present at the meeting and provided updates in person:

Local Government Reorganisation

The three proposals for Local Government Reorganisation in Leicestershire, Rutland were outlined and Councillors encouraged to complete a response to the consultation by the MHCLG. The government is expected to have made a decision before the summer recess.

SEN day nurseries

There was a plan to close four specialist SEN nurseries in Leicestershire, with the intention of shifting funding towards mainstream school provision instead. These plans have now been cancelled.

Council Tax Budget

This was scrutinised heavily and savings will be made but it isn't known from where exactly.

LCC Cabinet Meeting

Next week, the Cabinet will meet to discuss the work programme for Highways, which includes works commissioned for Wistow roundabout, design works for junctions in Kibworth, and further work to look at the A6.

Draft Local Plan

The District Council met last night and the Draft Local Plan has been sent to the planning inspector without being complete. Parts of the plan include building a new town and an A6 diversion route.

Potholes

These continue to be a problem, and residents are encouraged to keep reporting them.

7.2 District Councillors

Newsletters have been circulated to Councillors.

7.3 Police Update

- Our News - January 2026
- Report Fraud has replaced Action Fraud
- Market Harborough north newsletter - January 2026
- Our News - February 2026
- PCC has confirmed that he will increase the Policing Precept for a Band D property by £15 in Leicester, Leicestershire and Rutland
- Our News - March 2026
- Harborough North newsletter - February 2026

8. 150/25 - Planning**8.1 General Report and update on applications / decisions from Harborough District Council****Approved since last meeting:**

16/01/26 - 26/00039/TPO - Oak (T1): Crown reduce back to the property line (2.5 to 3metres); retaining a natural, flowing canopy
8 Cranoe Road, Tur Langton
Conservation Area Consent Not Required

Erection of four dwellings with associated access and parking Variation of Conditions 2 (approved plans), 4 (Access and visibility), 5 (Off-site works) and Removal of Condition 6 (Pedestrian visibility splays) of 24/01351/FUL, to amend the footpath route into the site and enable occupation of the completed dwellings prior to final completion of the off-site pavement works. - Lily House Shangton Road Tur Langton Leicestershire LE8 0PN

Ref. No: 25/01327/VAC | Received date: Thu 25 Sep 2025 | Status: Application Permitted

Erection of a custom/self-build dwelling (Reserved Matters of 24/00216/OUT including details of appearance, landscaping, layout and scale) - South View Farm Main Street Tur Langton Leicestershire LE8 0PJ

Ref. No: 25/01488/REM | Received date: Mon 27 Oct 2025 | Status: Application Permitted

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| | <p>8.2 To agree comments on the following applications:</p> <ul style="list-style-type: none"> 8.2.1 - 26/00189/TCA - Works to trees (fell) - Fargate House Main Street Tur Langton Leicestershire LE8 0PJ <p>It was resolved to submit a comment of no comments.</p> <ul style="list-style-type: none"> 8.2.2 - 26/00235/PCD - Discharge of Condition 12 (Replacement Hedgerow) of 25/01327/VAC - Land Off Shangton Road Tur Langton Leicestershire <p>Cllr Bladon declared an interest in the item, and Cllr Staveley took the Chair. It was resolved to submit a comment of no comments. Cllr Bladon resumed the Chair.</p> <ul style="list-style-type: none"> 8.2.3 - 26/00299/CLU - Certificate of lawfulness of proposed development for the construction of single storey rear conservatory with related fenestration amendments - The Granary Main Street Tur Langton Leicestershire LE8 0PJ <p>It was resolved to submit a comment of no comments.</p> <p>8.3 Enforcement Nothing to report.</p> |
| 9. | <p>151/25 - Flooding</p> <p>9.1 Report following demonstration and collection of FloodSax devices Cllr Staveley attended LCC's demonstration of FloodSax devices on 5th February and was given 2 boxes of the FloodSax, with 4 packs in each box. Each pack has 5 bags, which is enough for approximately 1 doorway. She provided an explanation about how they work as they need to be activated before use, unlike traditional sandbags. There is a leaflet on the "News" page of the website explaining how they can be used. The devices last for 5 years.</p> <p>Councillors discussed where to store them, as they need to be kept somewhere dry. It was suggested and agreed to store them at the Village Hall, so that residents are able to collect them if surface water rises.</p> <p>It will be included in the next newsletter that there are FloodSax devices available, and that if residents would like a pack they can approach either Councillors or the Clerk. Any remaining packs will be stored at the Village Hall to be used in an emergency.</p> <p>9.2 Flood Warden update The potential volunteer for the role of Flood Warden was provided with dates of training by the Leicester, Leicestershire and Rutland Resilience Forum. A training session must be attended before committing to the role of Flood Warden. A training session has now been booked.</p> <p>9.3 Updates following general flooding discussion at the previous meeting Sandbags are available from HDC. They can be collected and it's also possible to ask for them to be brought to the village instead. This will be included on the newsletter. Setting up and/or joining a FLAG was suggested by Carol Thay (Climate Impact Officer at HDC), however this didn't seem like an appropriate idea for Tur Langton.</p> <p>The Clerk will contact Carol to request contact details for Bruce Durham, who was mentioned at the previous meeting.</p> |

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| | <p>Cllr Bladon and Cllr Staveley will discuss any ideas related to flooding solutions and let CC Phil King know, including providing him with information from Highways about raising the kerb towards the lower end of Main Street.</p> |
| 10. | <p>152/25 - Trees</p> <p>10.1 Tree Warden No updates.</p> <p>10.2 Works to trees update Cllr Bladon reported to LCC Forestry & Arboriculture that rabbits were undermining the trees on B6047 north of village, after one was felled in an accident last year.</p> <p>An inspector from LCC came to inspect the trees and reported that the trees with a rabbit warren underneath them were in good health at the last survey and that they are stable despite the rabbits. The trees are on a more frequent survey cycle because of past concerns. They also noted that inspections for these trees are taking place every 18-months, with the normal cycle being 36-months.</p> <p>10.3 Horse Chestnut tree on Buckey Lane The resident who noted that leaves and tree debris were piling up underneath this tree contacted Merton College who confirmed that they would arrange for the leaves to be cleared from the area.</p> <p>10.4 New trees planted LCC have planted ten new trees in the village. Seven on the road in from Kibworth, two towards the western end of the village, and one outside Crox Farm. Councillors discussed the trees and how to ensure they are watered. It was decided to mention the new trees on the newsletter and say that they will need water during the drier months. Residents will be invited to “adopt a tree” to make sure all the trees remain healthy.</p> <p>It was also noted that the wood chippings around the trees are too high, and this will need to be monitored.</p> |
| 11. | <p>153/25 - Highways and Transport</p> <p>11.1 General Report</p> <ul style="list-style-type: none"> • Community Tree Pack from the Woodland Trust • FoxConnect Zone 5 changes from 26/01/26: Adding stops that serve Langton Greenhouse and Garden Centre, Premier Inn and Kiddi Caru Day Nursery and Preschool, also, stop being added for Kibworth Surgery in the Kibworth Beauchamp destination point. • Call for parishes to take part in thriving roadside wildlife project - closed 31 January • Leicestershire Footpath Association – Annual Report 2025 • LCC’s Legal Responsibilities for Gritting provided • Reminder from LCC that dog owners must follow Countryside Code • New fee for Cultivation Licence applications • LCC’s intention to make an Order under the Road Traffic Regulation Act 1984 - this is to change certain speed limits and make other ones legal. The documents have been published on the website for public inspection. The “Tur Langton” signs outside the village are planned |

to be moved, but not the 30mph speed limit signs. There are no speed limit changes planned for Tur Langton.

11.2 Snagging List

Nothing to report.

11.3 Footpaths

Nothing to report.

11.4 Road sweeping schedule

According to the schedule provided by HDC road sweeping was due to take place in Tur Langton on 02/02/2026, subject to any reactive works that may have taken priority. It couldn't be confirmed that this took place. CC Phil King will check whether it took place.

HDC and LCC have confirmed what road and pavement services they are each responsible for.

HDC - kerbside road sweeping only with the mechanical sweeper, and pavements can be actioned by hand on a reactive basis. The sweeper works on a schedule, but reactive works take priority which is why the schedule is not considered as definite.

LCC - responsible for keeping all drains/gullies clean and operational, and a programme of cyclical gully cleansing runs throughout the year. Also responsible for maintenance such as pot holes, verges and road signage.

11.5 Grass cutting update

The Service Level Agreement for grass cutting for the 2026-28 seasons has been signed and returned to LCC. This was only received on 27/01/2026 with a deadline to be returned by 31/01/2026 as it had originally been sent to the wrong email address, despite the sender having the correct one on record.

One cut has taken place so far this year on 5th March, with no strimming of the steep bank as it was unnecessary.

The Clerk will contact the grass cutting contractor to request his Public Liability Insurance to send to LCC, and to remind him to cut the grass verge along Greystones. Cllr Bladon will also send a reminder.

11.6 Parking on pavements

Since the previous meeting, there was a Village Hall meeting and this issue was discussed there. Cllr Bladon has contacted every regular hirer of the Village Hall to communicate that people attending bookings should park responsibly. A notice has also been put up in the Village Hall to remind people when entering the building.

Several types of Village Hall events have been identified as the most common cause of the nuisance parking. Cllr Bladon will therefore add as an addition to every booking, including one off bookings, a reminder to advise attendees to park responsibly.

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| | <p>Nuisance parking leaflets provided by LCC have been applied for and received. These leaflets can be placed on windscreens of cars parked inconsiderately, and will be distributed to the relevant people to use.</p> <p>The issue has been ongoing between meetings as further reports of parking on pavements, along with photos showing cars blocking pavements have been received. The comments and photos were circulated to Councillors at the meeting.</p> <p>The situation will continue to be monitored to see if any of the above have an effect on the parking. It will be reviewed at the next meeting.</p> <p>Cllr Bladon will make contact with the resident who has raised the issue to further discuss it. The Parish Council is happy to monitor the issue and address residents' concerns, however the nuisance car parking is mainly a management issue for the Village Hall Committee.</p> <p>11.7 Review of traffic data from speed signs A basic summary of data from the MVAS speed signs was presented to Councillors. This is available on the "News" page of the website.</p> <p>It was agreed for the Clerk to send the total number of vehicles, the total number of large vehicles and the 85th percentile speed and number of vehicles to CC Phil King so it can be reported to the County Council.</p> |
| 12. | <p>154/25 - Village Hall</p> <p>12.1 Payment of rent to Merton College Invoice received and confirmed as being paid.</p> <p>12.2 Village Hall sound reduction grant application The Parish Council supports the application by the Village Hall to apply for a grant for sound reduction.</p> |
| 13. | <p>155/25 - Insurance</p> <p>13.1 Review of Fidelity Guarantee Insurance The renewal sum insured is £25,000, excess £100 each and every loss, all members and employees are covered. It was resolved that this cover is adequate.</p> <p>13.2 Review of Insurance Cover and to agree renewal with Zurich Insurance for period 10/04/26 - 09/04/27 The filing cabinet held by the Parish Council has been disposed of, and has therefore been removed from the Policy Schedule. Councillors reviewed the updated cover in the renewal insurance document and agreed that it is adequate. It was resolved to renew the insurance with Zurich Insurance for the period 10/04/2026 to 09/04/2027.</p> |
| 14. | <p>156/25 - Finance</p> <p>14.1 RFO Report</p> |

- Precept request sent to HDC 14/01/2026
- Annual Governance & Accountability Return is expected to be digital next year
- The FSCS limit has increased to £120,000
- Terms of Engagement for LRALC internal audit for 2025-2026 received, completed and returned
- LCC's invitation to submit invoice for grass cutting reimbursement was sent to the previous Clerk email address, despite them having the correct address on the system
- The backdated VAT claim for grass cutting VAT seemed to trigger a compliance review of the Parish Council's finances by HMRC. The Clerk completed the form, which was accepted with no further action.
- Annual support invoice for the defibrillator has not been received. The Clerk requested the invoice in February, and will follow this up.

14.2 Note payments previously not minuted

Receipts:

None.

Payments From List of Regular Payments:

30/01/2026 - Clerk Salary + HWA Jan 2026 - £300.52

27/02/2026 - Clerk Salary + HWA Feb 2026 - £300.52

Other:

- 28/01/2026 - LRALC Ltd, inv 19/5081, Internal Audit 25/26 - £210.00 (approved with FR 5.15 in between meetings)
- 28/01/2026 - Tur Langton VH Room Hire 13/01/26 - £5.00
- 31/01/2026 - Bank charges - £6.00
- 02/02/2026 - Lloyds Corporate Card charges January - £7.40
 - Card charges £3.00
 - Parish Council phone number (Jan) £4.40
- 23/02/2026 - PWLB repayment - £1,671.87
- 23/02/2026 - Leics Gardens, VAT back payment - £345.00
- 28/02/2026 - Bank charges - £6.00 (expected to be £7.00, as Unity increased their fee on 01/02/26)

14.3 To approve bank reconciliation to 28/02/26

Total Receipts to 28/02/2026 - £11,271.90 made up as follows:

Unity Trust Bank - £11,168.40

Market Harborough Building Society - £103.50

Total Payments to 28/02/2026 - £10,331.13 made up as follows:

Unity Trust Bank - £10,331.13

Market Harborough Building Society - £0.00

Balance at 28/02/2026 - £8,054.51 made up as follows:

Unity Trust Bank - £1,559.67

Market Harborough Building Society - £8,054.51

It was resolved to approve the reconciliation.

14.4 To approve updated List of Payments Arising on a Regular Basis

It was resolved to approve the updated list.

14.5 Review of Expenditure Against Budget

Now that the back dated VAT for grass cutting has been paid and the final amount of VAT paid for the financial year is known, it was suggested to transfer funds from other categories in the budget to cover the shortfall in the VAT category.

It was resolved to transfer £205.00 from “Stationery” and £200.00 from “Training” to the “VAT” category to cover the shortfall. All categories in the budget are now within budget and there is no shortfall over the year.

14.6 Grass cutting VAT back payment and reimbursement

A letter requesting VAT back payment was received from Leicestershire Gardens on 04/02/26 with invoices attached. These were checked by the Clerk, and two errors were found, including one missing invoice from the total requested, and one invoice included where VAT could not be claimed by the Parish Council as the service took place before the contractor was VAT registered.

The Clerk recalculated the total VAT back payment to be made. Cllr Bladon made contact with Leicestershire Gardens to confirm the new amount (due issues with the Parish Council phone number). Councillors were presented with the recalculated amount of VAT, this was accepted and the VAT payment was made to Leicestershire Gardens.

As advised by LRALC previously, the Clerk claimed a VAT reimbursement from HMRC through VAT126 for the VAT for grass cutting only. This was paid to the Parish Council on 02/03/26, and will be included on the next bank reconciliation.

Requesting this seems to have triggered a compliance review from HMRC, the Clerk completed the form and returned it. Acknowledgment has been received from HMRC to say that they have received the form and the case has been closed, with no further action required.

Back payment of VAT:

Invoice number and date: 24/252 - 01/11/2024 - £49.00

Invoice number and date: 24/283 - 05/12/2024 - £20.00

Invoice number and date: 25/030 - 12/04/2025 - £48.00

Invoice number and date: 25/054 - 01/05/2025 - £48.00

Invoice number and date: 25/081 - 01/06/2025 - £48.00

Invoice number and date: 25/128 - 01/07/2025 - £54.00

Invoice number and date: 25/143 - 01/08/2025 - £78.00

Total: £345.00

Total reclaimed from HMRC including VAT already paid:

Invoice number and date: 24/252 - 01/11/2024 - £49.00

Invoice number and date: 24/283 - 05/12/2024 - £20.00

Invoice number and date: 25/030 - 12/04/2025 - £48.00

Invoice number and date: 25/054 - 01/05/2025 - £48.00

Invoice number and date: 25/081 - 01/06/2025 - £48.00

Invoice number and date: 25/128 - 01/07/2025 - £54.00

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| | <p>Invoice number and date: 25/143 - 01/08/2025 - £78.00 Invoice number and date: 25/191 - 01/09/2025 - £54.00 Invoice number and date: 25/217 - 01/10/2025 - £24.00 Invoice number and date: 25/250 - 17/11/2025 - £48.00 Total: £471.00</p> <p>The Clerk will send a letter to Leicestershire Gardens to confirm what VAT has been paid.</p> <p>14.7 To approve for payment:</p> <ul style="list-style-type: none"> • 14.7.1 - Tur Langton Village Hall, room hire for meeting 17/03/26 - £5.00 • 14.7.2 - LRALC and NALC subscription 2026/27 - (pending receipt of invoice) • 14.7.3 - Zurich Insurance - £348.10 <p>It was resolved to approve the payments.</p> <ul style="list-style-type: none"> • 14.7.4 - Chair's Allowance for 2025/26 to Cllr Bladon - £30.00 <p>Cllr Bladon declared an interest in the item, and Cllr Staveley took the Chair. It was resolved to approve the payment. Cllr Bladon resumed the Chair.</p> |
| 15. | <p>157/25 - To agree a response to the Ministry of Housing, Communities & Local Government consultation on Local government reorganisation in Leicestershire, Leicester and Rutland</p> <p>It was resolved for Councillors to submit their responses to the consultation to the Clerk after the meeting. The Clerk will then compile the responses and send the Parish Council's response to the consultation.</p> |
| 16. | <p>158/25 - Policies</p> <p>To review and adopt:</p> <ul style="list-style-type: none"> • Expenses Policy • Risk Assessment • Asset Register • Terms of Reference of Staffing Committee • Communications Policy <p>It was resolved to adopt the policies with the amendments circulated and discussed at the meeting.</p> <p>CC Phil King left during this item.</p> |
| 17. | <p>159/25 - To note changes to Employment Law - April 2026</p> <p>It has been noted that from the 1 April employees can:</p> <ul style="list-style-type: none"> • Claim Maternity, Paternity and Shared Parental Leave from day one • Employees can receive Statutory Sick Pay from day one • Employees earning below the National Insurance threshold of £129 can receive sick pay based on 80% of their average weekly earnings |

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| | <p>The Clerk has been given notice of the above changes and amendments to her written terms and conditions prior to April.</p> <p>It has been recommended that grievance and whistleblowing policies include sexual harassment protections. The Parish Council does not have a whistleblowing policy. Recommended changes to the grievance policy have been noted, and this will be updated when NALC update their template policy with the suggested wording.</p> |
| 18. | <p>160/25 - Assets</p> <p>18.1 Health and Safety Check of Assets - Cllr Officer Nothing to report.</p> <p>18.2 Notice Board - Cllr Bladon Cllr Bladon has refurbished the noticeboard. Several items were purchased to refurbish it but these will not be claimed for.</p> <p>18.3 Defibrillator - Cllr Staveley The defibrillator annual support cost invoice has not been received from The Community Heartbeat Trust. The previous annual support expired 03/02/2026. The Clerk requested the invoice in February, but it has still not been received. The Clerk will follow this up again.</p> |
| 19. | <p>161/25 - Councillor Vacancy update</p> <p>No applications have been received. The vacancy is being advertised on the website and noticeboard, and will be included in the next Parish Council newsletter.</p> |
| 20. | <p>162/25 - Defibrillator Awareness - to confirm dates and arrangements</p> <p>Rutland Community First Responders have been back in touch to arrange the defibrillator training session. Councillors suggested a date of 21st April, and the Clerk will suggest this to RCFR and further liaise with them about arranging the training. Once a date and time has been agreed it will be published in the newsletter.</p> |
| 21. | <p>163/25 - Community Engagement - Newsletter</p> <p>The next newsletter is due to be sent out in March.</p> |
| 22. | <p>164/25 - To confirm the dates of next meetings and items for next agenda</p> <p>Tuesday 12th May: Annual Parish Meeting at 7:00p.m., followed by Annual Parish Council Meeting at 7:30p.m., both at Tur Langton Village Hall.</p> <p>Dates for future meetings will be set at this meeting.</p> |

Meeting closed at: 9:30p.m.