



Kents Hill & Monkston Parish Council
Minutes of an Extraordinary Meeting of the Parish Council
held on Thursday 3rd October 2024 at 6.03pm at

Kents Hill Community Centre, 4 Frithwood Crescent, Kents Hill MK7 6HG

In attendance: Cllr Chandra (Chair), Cllr Hippey, Cllr Veignal, Cllr Wong

Present: 1 member of the public

Clerk/Minutes: Samantha Haywood, Locum Clerk

Minute ref	Item	Vote / Action
	CHAIR	
	IT WAS RESOLVED that Cllr Chandra chair the meeting in the absence of the Chair and Vice-Chair.	Proposed:LV Seconded:AW Agreed unanimously
FC 092/24	APOLOGIES FOR ABSENCE	
	Cllr Boungou-Pouaty – personal, Cllr Patel. IT WAS RESOLVED that the apologies be accepted.	Proposed:VC Seconded:MH Agreed unanimously
FC 093/24	DECLARATIONS OF INTEREST	
	Cllr Veignal – fitness classes agenda item – due to attending the classes.	
FC 094/24	OPEN MEETING	
	No member of the public wished to speak.	
FC 095/24	FITNESS CLASSES	
i.	Additional class	
	<p>The Fitness Class Working Group requested that an additional class is agreed due to demand. It was confirmed that there are currently 30 people enrolled onto the class, 35 on the waiting list, and a potential further 2 interested. Most attendees are currently from Monkston / Monkston Park. A discussion took place.</p> <p>It was confirmed that the current 1-hour class has been split into two ½ hour classes. People have the option to attend both if they want to do a 1-hour class.</p> <p>An app has been created for people to book, see availability etc. The aim is for all participants to use the app.</p> <p>IT WAS RESOLVED that Council approve:</p> <ul style="list-style-type: none"> • Adding an additional 1-hour fitness class to meet the demand. • People can enroll onto a maximum of 2 classes (maximum 1 hour) per week. • The Working Group to administer the fitness classes. 	Proposed:LV Seconded:VC Agreed unanimously TBP / LV

	<ul style="list-style-type: none"> • The Working Group to devise a communications system in case a resident does not have online facility and cannot access the app. • The Working Group to draft a policy/procedure for the classes and submit to Council for approval. • The Working Group to look at an alternative venue for the additional class(es) so there is more of a geographical spread within the parish. • The Working Group to request the instructor to provide proof of their registration with the Information Commissioners Office. • All health forms are to be submitted to the instructor, not the Clerk. • The Working Group to investigate further publicity and raise the profile of the classes and the Council initiative e.g. video, articles for newsletters and the website. • The Working Group to add a clause to the instructor's contract that if a class is cancelled then they are liable for the room hire charge. Signed contract and SLA to be submitted to the Clerk to hold on file. 	
ii.	Provision of a third 1-hour fitness class	
	IT WAS RESOLVED that Council approve the provision for an extra hour fitness class, to be used only if demand increases, and to be removed if attendance drops.	Proposed:VC Seconded:MH Agreed unanimously TBP / VC
<p>The meeting closed at 6.30 pm.</p> <p>Signed: Date.....</p> <p style="text-align: center;">Chair</p>		

