



Clerk: Mrs. L Rampton
Parish Council Office,
Winscombe Community Centre,
11 Sandford Road, Winscombe,
North Somerset BS25 1JA
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**A meeting of the Chairman's Committee was held on
Thursday 3rd January 2019, 12 noon,
Parish Council Office, Winscombe Community Centre.**

Parish Councillors present: Mr A Forbes (Vice-Chairman), Mr K Joyce, Mr G Lloyd, Dr P Watkins, Mr J Westlake and Mr M Williamson (Chairman)

Clerk: Mrs L Rampton

Members of the public: None

A meeting of the Chairman's Committee had been convened without the usual three days-notice to deal with a matter that required an immediate decision of the Parish Council

1. **Apologies for absence** were received from Cllrs Ballard, Boddy and Slater
2. **Declarations of interest.** None were declared
2. **To consider & decide upon any requests for dispensation from members to allow them to participate in a discussion or vote on a matter in which he/she may have a disclosable pecuniary or non-pecuniary interest.**

Dispensations are granted to Parish Councillors under section 33 of the Localism Act 2011 and the Parish Council delegated the power to grant dispensations (s 101 of the Local Government Act 1972) to the Clerk or appointed Deputy (see PC meeting 23.07.12 min 52 iv.)

As no interests had been declared, there were none.

3. **Public Participation.** None
4. **To consider and authorise the immediate expenditure for a new office computer for the Deputy Clerk and Finance Assistant**

With the new Deputy Clerk commencing her employment with the Parish Council on 1st January, it was considered sensible to replace the very old second office computer (purchased March 2005) with a new version at this time. Replacement of the equipment had been factored into 2018/2019 budgets.

A report had been prepared for the committee by the Deputy Clerk giving the option of four suitable desktop computers, along with their cost and customer review ratings.

It was proposed that an HP Pavilion 590-p0100na was purchased along with an up to date Microsoft office package for business use. The services of a computer engineer should be engaged to transfer data and programmes from old to new desktops and enable wireless networking between office computers.

Proposed: Cllr K Joyce **Seconded:** Cllr J Westlake **All in favour**

Costings for associated replacement accessories including a new monitor should be submitted to the next meeting of the Employment, Finance and Policies Committee for consideration.

6. **Matters for information.** None

Meeting Closed: **12.10 p.m.**

Signed _____ **(Parish Council Chairman)**

Date _____