

Ettington Parish Council

Report to Council

Date 21 July 2021

| Item Number | 23 Appendix 7 | Replacement Laptop |
|-------------|--|--------------------|
| 1 | Current Laptop: The Parish Council purchased the laptop in 2013. It has had an annual 'health check' performed and Bullguard update undertaken by Broadmark Services. In 2020 the Clerk alerted Broadmark to the fact that the '3/£' key only worked with additional pressure. They were unable to resolve the issue. Since then the 'caps lock' key has ceased to function at all. | |
| 2 | Hybrid/Live Streaming of Meetings: Though legislation does not allow for hybrid meetings a consultation on this issue is being undertaken and may result in a change to this legislation. Zoom meetings have seen an increase in attendance and, therefore, the option for live streaming meetings is being explored. Both hybrid meetings and live streaming will require an additional laptop. | |
| 3 | Proposal: To purchase a new laptop which would : a. free the current laptop for hybrid/livestreaming; b. ensure that, should the current laptop fail,the Council is not left without access to files (though backups are taken regularly) or means of working. | |
| 4 | Finance: There is £1,000 in Ear Marked Reserves for office equipment. | |

A quote from Broadmark Services is attached. The following table gives a comparison of same specification laptops.

| Supplier | Cost (inc of VAT) | Advantages | Disadvantages |
|---------------|---|--|-----------------------|
| Broadmark | £564.00 (includes Bullguard at no additional cost and set up at £72) | Includes Bullguard Includes setup and program transfer Provide responsive telephone support Local if problem can't be resolved over the telephone or remotely | More expensive |
| Laptop Direct | £430 | No security installed No set up included | More competitive cost |
| Amazon | £399 | "" | "" |

Action Required: to consider, debate and make a resolution in respect of a) whether to purchase new laptop; b) from where.



BROADMARK

IT SUPPORT & CONSULTANCY

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broadmark.co.uk

Ettington Parish Council
c/o The Clerk, Sarah Furniss
29 Vincent Avenue
Stratford-upon-Avon
Works.,
CV37 8XB

QUOTE

| | |
|--------------|---------------------|
| Date | 12 July 2021 |
| Expiry | 26 July 2021 |
| Quote No. | Q-30018 |
| Account ref. | ETTINGTON |
| e-mail: | epc.clerk@yahoo.com |

| Quantity | Description | Unit Price £ | Net Amount £ |
|----------|--|--------------------|-----------------|
| 1 | Lenovo V15 laptop - AMD Athlon 3.3GHz cpu 8Gb DDR-4 RAM 256Gb Solid State hard drive Radeon HD graphics 15.6" HD 1920 x 1080 widescreen TFT WiFi (B/G/N) / Ethernet / Bluetooth / Webcam 4 in 1 memory card reader / HD audio Microsoft Windows 10 Home OS 2x USB 3.0 ports / 1 x HDMI Battery : 3 hour run time / Weight : 1.9kg / 1 year warranty | 410.00 | 410.00 |
| 1 | Laptop carry case - Standard | 0.00 | 0.00 |
| 1 | BullGuard Internet Security software (3 user) with 1 year online updating included . | 0.00 | 0.00 |
| 1 | Setup new laptop & data / program transfer from existng to new. | 60.00 | 60.00 |
| | | Goods / services : | £ 470.00 |
| | | Total VAT 20%: | 94.00 |
| | | Total : | £ 564.00 |