

Abergele Town Council

MINUTES

A meeting of the Marketing and Promotion Sub-Committee was held at 6.30pm on Thursday 12th September 2019 in Room 4, Council Offices, Llanddulas Road, Abergele.

281/19 **Attendance Register**

Cllrs: D M Armstrong; G. Frost; C. McCoubrey; D A MacRae (Chair);
In attendance: Cllr.M Richards
Mrs L Whalley (Deputy Clerk)

282/19 **Apologies for Absence**

The Mayor, Cllr. S Jones-Roberts, B. C. Roberts; A. Wood;

283/19 **Absence without Apologies**

None

284/19 **Declaration of Interest**

Members were reminded that they must declare the **existence** and **nature** of any personal interests (using the form provided for this purpose). None Declared

285/19 **Minutes**

It was **RESOLVED** to approve and sign the Minutes of the last meeting of the Marketing and Promotion Committee held on 8th July 2019.

286/19 **Matters arising**

- a) A report from the Clerk following a meeting with A P Systems was **RECEIVED** and **NOTED**.
- b) The support contract and Service Level Agreement for the Town Council was **RECEIVED and CONSIDERED**. It was NOTED that some clauses needed modification before acceptance.
- c) A copy of the original order placed with AP Systems was **RECEIVED**. The order was for five months IT support. The proposed SLA referred to a 24 mth contract. Members felt that the effective start date should also be discussed and agreed with A P Systems in conjunction with agreeing terms of the SLA.
- d) An update regarding the purchase of an in-house back up was **RECEIVED**. Members considered the specifications and it was **RESOLVED** to **RECOMMEND** a Seagate 4TB Portable Hard Drive at £79.99.
- e) An email from Delwedd regarding the certificate for the website was **RECEIVED** and Members **RECOMMENDED** to **APPROVE** purchase at £47.99
- f) A quotation from Dell for an extended warranty for the PC's and to confirm the budget was **RECEIVED and CONSIDERED**. It was **RECOMMENDED** to **APPROVE** purchase of the warranty at £590.64.
- g) An update from the Clerk regarding a recent meeting with CCBC I.T Services was **RECEIVED**. It was **NOTED** to keep on the Agenda for updates with a view to inviting CCBC officers to a future meeting.

Meeting Closed at: 19:20

Signed (Chairman)