

St Paul Malmesbury Without Parish Council

Report #09.3

Provision of a Projector

1. Purpose of the report

- 1.1 To seek Council approval for the purchase of a projector for the display of material relating to agenda items at its meetings.

2. Background

- 2.1 For the foreseeable future all Council meetings will be held at the Crudwell Village Hall where there is the ability to project documentation relating to the meeting, such as planning applications and Council reports, onto a screen for the benefit of Councillors and members of the public to view. This facility has proved very useful, however the equipment currently being used is the personal property of one of the present Councillors. The Council cannot expect this *goodwill* arrangement to continue indefinitely thus it should now consider purchasing its own equipment.
- 2.2 Professional advice has been sought regarding the level of specification that would be suitable for the Council's purposes. The advice received was that a Panasonic PT VZ580 would provide an acceptable balance between performance and cost. As per the Council's Financial Regulations, two quotations for this equipment have been sought.

Company	Inc VAT	Ex VAT
A	£1099.99	£916.66
B	£1105.80	£921.50

Note – Company B offer a price match policy, so either way the cost will be the lower of the two figures.

- 2.4 If the purchase of the projector is approved it will need to be added to the Council's Asset Register and insurance policy.

3. Options

- 3.1 To decide that the purchase of a Council owned projector is unnecessary
- 3.2 To decide to investigate a model with a lower specification, and hence performance, and price
- 3.3 To approve the purchase of the recommended model

4. Financial Implications

- 4.1 The Council has sufficient funds from CIL contributions to cover the cost of this purchase. The WC CIL officer has confirmed that a purchase such as this is an appropriate use of CIL.

5. Recommendation

- 5.1 The Council is recommended to support Option 3.3