

ICT

Clerk Laptop

The parish council authorised the purchase of a new laptop for the clerk in 2018 (£500).

The laptop, an Acer Full HD 1080 is now reaching the limit of its storage capacity (despite most documents being stored on the cloud and backed up to an external hard drive, only 14GB against a total capacity of 118 GB remains). This is impacting on the speed of the machine, particularly when working across a variety of software packages.

Two options have been costed:

- To upgrade your laptop with a Ram and SSD upgrade will cost £195 incl. installation and data transfer, I would expect another 3+ years of good usable life from the laptop with the upgrades.
- A sensibly spec'ed new laptop would cost around £499. (Intel i5 processor, 16Gb Ram, 512Gb SSD, 15.6" display) there would be additional costs to transfer data and configure if required (in the region of £70.00).
- There are cheaper spec laptops available, but this would be false economy in the long run. (There are also much much more expensive ones as well!)

The parish council has the following powers relating to spending on ICT:

Local Government Act 1972 s.111 - Power to do anything that will facilitate, be conducive to or incidental to the discharge of its powers and functions.

Either option could be funded within existing budget lines in the current financial year:

Office Supplies	1,000.00	1,000.00	217.14
Services and Supplies	1,000.00	1,000.00	25.00

Recommendation

The parish council authorise the cost of either upgrading the existing laptop, or replacing with a new laptop (including data transfer and configuration costs) at not more than £570 plus VAT.