

Minutes of a meeting of the IT / Social Media Committee held on 6th December 2019, in the Mayor's Parlour, Guildhall, Sandwich, at 9am.

Present: Councillors: JE Franklin (the Mayor, in the Chair)
DR Friend
MJ Lintott
HW Sampson

Non-voting Members: Miss M Beardmore
Mrs A Hollobon-Baxter
Ms L O'Donoghue

Officer: Miss L Fidler

08.12.19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Holloway (personal commitment).

09.12.19 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

Cllr Friend declared a disclosable pecuniary interest in item 47.10.19(iii) as the CEO/owner of the business.

10.12.19 PUBLIC RIGHT TO SPEAK

No requests to speak were received.

11.12.19 CONFIDENTIAL ITEM : WEBSITE DEVELOPMENT CONTRACT

(i) It was recommended that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

RESOLUTION: That members of the public and press be excluded for the following items of business.

Cllr Friend left the meeting for the following item of business.

(ii) Members received and considered a contract from Highway Business Services for Sandwich Town Council's website. The Council had previously approved the supplier and cost. The Committee was asked to consider, suggest amendments and approve the contract; the Committee had been delegated decision making power to authorise this contract by the Council. It was recommended that this matter be considered confidentially as this is a contract negotiation.

RESOLUTION: That the contract be authorised subject to the following amendments:

- a) "estimated" to be changed to "quoted" price (1st paragraph page 2)
- b) "if" to be changed to "of" staff (3rd paragraph page 2)

- c) The wording of the second paragraph under the “Legal” heading to be amended; amendment to be agreed by Members via email, with a deadline of Tuesday 10th December for completion.

12.12.19 DATE AND TIME OF NEXT MEETING

To be agreed.

Summary of actions from Planning Committee Meeting of 6th December 2019:

Minutes	Action	Member/Officer to complete	Update/record of completion
11.12.19	Contract amendments to be communicated to Highways Business Services and contracted to be executed following requested amendments.	LF	06/12/19