

Defibrillator parts and consumables

11 April 2023

OVERVIEW

The Council is responsible for one defibrillator in the parish.

Regular replacement of the battery and pads are required, and they would also need to be replaced in the event of the unit being used.

The Clerk does not currently have express authority to purchase the items required.

BACKGROUND

Authority needs to be given in advance to the Clerk to enable the purchase of items, either by a specific resolution at a council meeting, or by giving delegated authority to the Clerk to purchase them.

PROPOSAL

- To consider delegating authority to the Clerk to purchase replacement parts and consumables for the defibrillator as required.
- This could be reapproved annually at the Annual Council Meeting.
- This would enable the Clerk to work more effectively and in a timely manner without the need to call a Council Meeting for the purpose of obtaining approval to purchase required items.
- The lack of this delegated authority was noted during the internal audit process.

COUNCIL DECISIONS

- To consider delegating authority to the Clerk to purchase replacement parts and consumables for the defibrillator as required.
OR
To agree that Council meetings will be called to enable specific authority to be given to the Clerk to purchase items required for the defibrillator, if these items are required between ordinary and planning council meetings.