

## **Intercom System**

### **Background**

The Council employed a contractor to repair the magnetic door systems that failed in 2021, which is now back in full operation. The Intercom system on site has now failed.

The intercom system allows visitors to directly call the tenants first floor office and rear meeting room that the Council hire to groups. It is also connected to the Town Council offices and when the main opening hours have ended, it allows visitors to make the Council Staff aware that a visitor has arrived when they are working on the ground floor.

### **Options for consideration**

The contractor that has recently worked on the Town Council's door system was contacted regarding the failure of the intercom and they have provided a quote.

Alongside a quote for repair of the system, the Clerk requested a further quote to extend the system into the Council Chamber. Councillors are aware that at evening meetings, there is no way of being notified of a visitor to the Old Court House if the door closes in the main reception area. If the system was extended into the Council Chamber, then prior to each meeting starting, the door would be closed for security of the building. Any late visitors would be able to access by using the intercom system connected to the Council Chamber.

The full quote details for are attached for consideration of both options.

Intercom repair £996 plus vat

Intercom repair and Council Chamber extension £1850 plus vat

### **Recommendation**

For increased security of the building the Council are asked to consider acceptance of the quote for £1850 plus vat to replace the intercom system, as per the detailed quotes, and extend with new equipment into the Council Chamber.