

**MINUTES OF THE EXTRAORDINARY MEETING OF WEST DOWN PARISH COUNCIL
HELD AT WEST DOWN PARISH HALL ON 21st AUGUST 2018.**

Present: Cllr C King (Chairman), Cllrs S Ayre, R Drew, F Hookway, K Oades, S Squire.

The Chairman opened the meeting at 7:30pm with apologies from Cllr R Watts.

3827. Defibrillator maintenance and signage.

- a. It is felt more signage is required to inform people within the village where they can locate the defibrillator, this is currently located in the porch entrance of the community shop. The following locations were suggested: notice board; web site and newsletter; the shop window; The Crown; the Caravan site; School; Church; Parish Hall and Green Field notice board. Cllr Ayre will print up the appropriate signage.
- b. It was proposed and agreed that the defibrillator maintenance and regular checks should be carried out by a member of the Parish Council. Cllr S Ayre has agreed to take on this responsibility, whilst she is a member of the Parish Council.

3828. Purchase of replacement pads and battery for defibrillator.

- a. New batteries and adult pads to be purchased at a cost of:
Pack of 10 batteries - £17.50 + VAT = £21.00.
Adult Pads - £83.00 + VAT = £99.60
Cheque No: 000566 signed for £120.60p. As cost of postage was unclear it was agreed to do a follow up cheque at next meeting.

3829. Any other business.

- a. Cllr Hookway has a selection of West Down stones which can be used in West Down sign if required. Gardening club to be asked.
- b. Cllr Squire reminded councillors that decisions made at the Parish Council Meetings should not be discussed until the minutes are signed.
- c. It was suggested that we should look into doing defibrillator training within the village.

There being no further business, the Chair closed the meeting 8.15pm