



# Berwick upon Tweed Town Council

Budget & Administration Committee

12 October 2021 Appendix F

Report of Assistant to the Clerk

## Direct Debits

Access Public

### Background

1. Council has used Zoom software as a platform for meetings held via video conferencing.
2. A Cloud platform is used by officers to access computer resources such as emails and also documents which are accessed through Microsoft 365.
3. Data sims are used in the operation of various CCTV cameras around the town.

### Issues

4. All of the above services are paid for on a monthly basis.

### Recommendation

1. The Committee is recommended to approve the setting up of new direct debits to pay for the services outlined in paragraphs 1 – 3.

Author	SC	Town Clerk sign off (if required)	
Checked by		Finance Officer sign off (if required)	