**Harborough Energy Meeting**

12th February 6pm

Attendees: Gavin Fletcher, Peter Jones, Oliver Savage, Dan Vivian, Darren Woodiwiss

**Actions in bold and a list of actions is at the end of the notes.**

1. Welcome and introductions

All were welcomed, no introductions needed

1. Minutes and matters arising from the last meeting

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| **Action Point** | **Action**  | **Who**  | **By when** |
| 1.1 | Send out document of Responsibilities of Directors to PJ and DW | AW | Done |
| 1.2 | Bring preferred banking option to next meeting | GF | In progress |
| 1.3 | Chat with OVO to see how LCoCo can help with an offer at scale | OS | On agenda |
| 1.4 | Put an OVO board paper together as a working document | DW | Done |
| 1.5 | Identify any other potential partners like OVO | GF | On going |
| 1.6 | List of questions for AD feasibility report | PJ | Done |
| 1.7 | Produce an AD board paper to be added to | PJ | Done |
| 1.8 | Produce a PV board paper to be added to | OS | Done |
| 1.9 | Identify further PV opportunities | GF | On going |

1. Marketing

Website

* We will need a content approval protocol
* The content for the website is still a bit amateurish
* Audiences – public, investors, potential site owners/partners
* Market Harborough photo looks a bit grey
* Do we separate out landowners and investors?
* What are we happy to expose to the public? Recommended that we put projects on the website where they aren’t commercially sensitive
* Dan to continue – everyone to comment as appropriate
* Social media being developed
* Need pen portraits of all 4 people involved + GF (as Sust harb)
1. Project Proposals for approval

Ovo

* Project Proforma sent round prior to the meeting
* County scale needed
* County Council would want to see if there is a way for communities to badge bits of it
* County Council meeting Ovo to discuss further – will update as discussions move on
* Could look at selling energy into an Ovo scheme

AD

* Project proforma sent round prior to the meeting
* Looks like 15,000 tonnes per annum would be viable, smaller scale wouldn’t be
* Need to look at either identifying potential feedstocks (using the report as a calling card), or looking for larger scale partners
* LLEP are looking at Sector Growth Study re food – potential food meeting being organised where we may be able to meet larger food companies
* Also look to Northamptonshire
* Continue scoping opportunities re AD including European funding

Schools Solar

* Project proforma sent round prior to the meeting
* 50kW is just about viable
* Figures used in the proforma are based on an aggregated library project scoped out by Green Fox
* **Dan to look into how many of the schools are part of a collaborative trust**
* County Council are positive about this, but are also looking at doing it themselves
* Write to County Council property department
* We need to work out who we need to speak to in the schools and then we can start setting up meetings – Collaborative trust, David Fox (local academies group), County Council property department, Local Diocese
* **Peter to get details of the performance of the North Kilworth school PV’s**

Pentair

* Project approved – **GF to proceed with signing of the MoU (see below) and finding out about Grid Connectivity**

Agreed to pursue Pentair and Schools opportunities hardest

Also suggested that given that connection can be an early set back it might be worth us getting someone at Western Power to come and speak to us. **GF to speak to Seven Burns re attendance**

1. Memorandum of Understanding (MoU) – Pentair
* Format agreed
1. Shared Ownership

This wasn’t discussed, but the group decided to go away and read the document sent around with the papers.

**GF to attach the paper to the meeting minutes**

1. AOB
* Dan expressed his desire to become a Director – both current Directors (Darren Woodiwiss and Peter Jones) agreed that he would be a welcome addition. **GF to find out the process needed to add directors to Harborough Energy**
* Documents need to go onto Dropbox – **GF to add documents from this and other meetings to Dropbox – ensure this is up to date.**
* Conversation regarding the correct approach when speaking to potential new partners following a conversation with Alec Welton. What comes after an initial interest?
* Meeting 1 – Broad overview of what Community Ownership is, how it works, pro’s and con’s
* Meeting 2 – Flow diagram of stages and where crucial stages are including next steps and what we would need from them
* Next steps – Sign MoU, sign agreement to look into grid connectivity – this will allow us to put the business case together, look at ownership and do a desktop feasibility
* Meeting 3 – Present business model and what comes next for project delivery. Should there be some commitment from them at this stage – commitment to risk money if they pull out?
* Next steps would be signing leases, putting together the share document etc.
1. Date of Next meetings

Tuesday 10th March – 6pm, Leefe House

**Actions**

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| --- | --- | --- | --- |
| **Action Point** | **Action**  | **Who**  | **By when** |
| 1.1 | Bring preferred banking option to next meeting | GF | March |
| 1.2 | Look into how many of the schools are part of a collaborative trust | DV | March/April |
| 1.3 | Get details of the performance of the North Kilworth school PV’s | PJ | March/April |
| 1.4 | Proceed with signing of the MoU and finding out about Grid Connectivity | GF | March |
| 1.5 | Speak to Seven Burns re attendance | GF | March |
| 1.6 | Attach the shared ownership paper to the meeting minutes | GF | March |
| 1.7 | Find out the process needed to add directors to Harborough Energy | GF | March/April |
| 1.8 | Add documents from this and other meetings to Dropbox | GF | March |