**Harborough Energy Meeting**

15th April 2015, 6pm

Attendees: Ben Dodd, Gavin Fletcher, Peter Jones, Denise Marsdon, Andrew Mitchell, Oliver Savage, Dan Vivian

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

Apologies: Darren Woodiwiss

1. Welcome and introductions

All were welcomed.

1. Minutes and matters arising from the last meeting

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| **Action Point** | **Action**  | **Who**  | **By when** |
| 1.1 | Bring preferred banking option to next meeting | GF | Santander proposed and accepted – CLOSED |
| 1.2 | Look into how many of the schools are part of a collaborative trust | DV | Seven Schools in the collaborative trust – DV and DM to produce some info for a meeting next week – CLOSED |
| 1.3 | Get details of the performance of the North Kilworth school PV’s | PJ | PJ reported info is on the website – CLOSED |
| 1.4 | Proceed with signing of the MoU and finding out about Grid Connectivity | GF | Completed – CLOSED |
| 1.5 | Speak to Seven Burns re attendance | GF | No reply – GF to chase, extended to other WPD as Steve has left WPD |
| 1.6 | Find out the process needed to add directors to Harborough Energy | GF | Form in the post – CLOSED |
| 1.8 | Add documents from this and other meetings to Dropbox | GF | GF to do |
| 1.9 | Website to be developed by next meeting | DV and GF | Approved – will go live asap – CLOSED |
| 1.10 | Pen portraits to be passed to Dan | All | Still some outstanding actions – in progress |
| 1.11 | Put together targeted leaflets – Sports clubs, schools, parish councils etc | DM, DV and Ideal Marketing | On-going – this will start with schools and progress. Removed from action list as part of DM work programme |
| 1.12 | Draft process of development of a COE project | GF | Attached with this email – CLOSED |
| 1.13 | Invite Phil Allen to next meetings | GF | Done – follow up early April – removed from list as on-going communication with Phil |

1. Marketing

Website

* Still progressing – website should launch tomorrow along with Facebook, Twitter and Linked-In
* **GF to discuss an email address with Ideal Marketing which can forward to** **sustainableharborough@ruralcc.org.uk**
* **Everyone to pass on relevant stories to Dan for inclusion**
* **Dan and Denise to meet up to discuss leaflets – how to progress, what to focus on first, messages, language and design/printing**
1. Project Updates

Ovo

* Oliver explained how this is progressing internally in Leicestershire County Council with conversations with public health, the ‘lightbulb’ project, Healthy Homes and Warm Home Officers
* Agreed that as this is progressing and not expected to move towards an agreement in the council for 6 months or more, we would remove it from the agenda as a project – Oliver will bring any updates necessary to future meetings but its impact on this group for now is limited

AD

* Looks like 15,000 tonnes per annum would be viable, smaller scale wouldn’t be – although this is being balanced by speaking with other people e.g. Clearfleau who might be able to point us at smaller AD plants that are more viable at the 4,000-8,000 tonne scale
* Following the need to look for feedstock, GF and PJ met up with Jiva at Leicester City Council to identify potential commercial partners – this has identified some people to speak to in Leicester’s new Food Hub
* PJ introduced the group to his current thinking regarding using new tech – Rothenberg Food Waste Management System - group were very interested in this as a smart way to tidy the collection process up and tie people into an agreement (power costs associated with these need researching)
* **Next steps are to meet with potential feedstock partners (along with getting an understanding of current disposal arrangements) and the WDA at the County Council (Nigel Shilton and Roy Higginbottom) and to look at suppliers of smaller AD technology – PJ and DM**
* Oliver also talked through the research currently going on around schools in the County re food waste
* We also need to look into potential connection issues regarding Western Power Distribution(WPD) see Pentair below
* Everyone still keen to progress this project as it is innovative
* **PJ will send over a recent waste report for interest**

Schools Solar

* Need to get something prepared for Tuesday
* Look at Low Carbon Oxford for examples to use
* Need to get to more schools, suggested to contact the Diocese Education department
* **Oliver suggested that he should be able to get a list of Business Managers who DM could start to call around**
* GF, DM and BD are meeting Robert Smyth to talk through some possibilities
* Also suggested that it would be interesting to look at doing a Kilworth style village project – Bosworth suggested as PJ knows people there and as a neighbour of Kilworth they have an example. GF also explained potential with Hungarton working with Mike Preston

Pentair

* DM talked the group through discussions with WPD regarding problems on their High Voltage connection. It looks like there are a couple of options to continue exploring – but essentially the project is still on
* Potential to either install an Active Network Management tool – this would have a cost of £45k approx, or to manage the load on site and have an export cap connection
* These options need to be confirmed with a letter from WPD and then we need to build all this into the financial model, we need to know what the export cap is along with energy use at Pentair
* **PJ to send Didcot quote to Denise for information**
* Next steps – put in a date following the next Harborough Energy meeting for a formal presentation to Pentair of the business model including a proposal to tie Pentair in somehow. Letter from the Directors committing to this meeting and to present the findings of the feasibility of the scheme
* BD gave a few pointers to help – set a date for the share issue to launch (suggested end of Sept) – this will give us something to aim for, launch share offer with approx £30k already committed, put it on the website now with a date for launch, put together a strategy to escalate awareness, put together a timeline to launch
* Important to get leases drafted – chase Petra regarding leases to adapt
* Oliver mentioned that the County Council are speaking with WPD regarding mapping support around the issues on the grid – suggested that WPD could allocate a percentage of capacity to community energy projects. There is also a question about any new housing and how developers should be told to oversize their capacity when it is being put in to allow for future issues – it wouldn’t cost much more

Other opportunities – on-going from last meeting

* Harborough Energy and Green Fox to jointly approach Community Energy England and planning locally to check out what is going on and to make aware that we are here for such projects to engage with
* Also, it would be worth speaking with Mark Newton and Phil Allen to identify other opportunities – mentioned to be aware of Fisher German’s inherent commercial aspect when approaching them – focus on Shared Ownership and Investment Tax Relief.
1. AOB
2. Date of Next meetings

Wednesday 20th May 6pm – Leefe House

Wednesday 17th June 6pm – Leefe House

**Actions**

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| **Action Point** | **Action**  | **Who**  | **By when** |
| 1.1 | Speak to WPD re attendance at a future meeting | DM | On-going |
| 1.2 | Add documents from this and other meetings to Dropbox | GF | May meeting |
| 1.3 | Pen portraits to be passed to Dan | All | By end of April |
| 1.4 | Discuss an email address with Ideal Marketing which can forward to sustainableharborough@ruralcc.org.uk | GF | By 17th April |
| 1.5 | Everyone to pass on relevant stories to Dan for inclusion on website | All | By end of April and on-going |
| 1.6 | Meet up to discuss leaflets – how to progress, what to focus on first, messages, language and design/printing | DV and DM | On-going |
| 1.8 | AD next steps are to meet with potential feedstock partners (along with getting an understanding of current disposal arrangements) and the WDA at the County Council (Nigel Shilton and Roy Higginbottom) and to look at suppliers of smaller AD technology | PJ and DM | On-going |
| 1.9 | PJ will send over a recent waste report for interest | PJ | End of April |
| 1.10 | Get a list of Business Managers who DM could start to call around | OS | End of April |
| 1.11 | PJ to send Didcot quote to Denise for information | PJ | DONE |