**Harborough Energy Meeting**

20th May 2015, 6pm

Attendees: , Gavin Fletcher, Peter Jones, Denise Marsdon, Darren Woodiwiss ,Andrew Mitchell, , Dan Vivian, David Robbins, Phil Allan

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

Apologies: Ben Dodd, Oliver Savage

1. Welcome and introductions

All were welcomed. David Robbins joined the meeting to explore volunteering options

1. Minutes and matters arising from the last meeting

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| **Action Point** | **Action**  | **Who**  | **By when** |
| 1.1 | Speak to WPD re attendance at a future meeting | DM | Invitation extended. On-going |
| 1.2 | Add documents from this and other meetings to Dropbox | GF | CLOSED |
| 1.3 | Pen portraits to be passed to DanDan to clarify any outstanding requirement | DV | 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/Denise for inclusion on website | All | 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 |
| 1.7 | 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 |
| 1.8 | PJ will send over a recent waste report for interest | PJ | CLOSED |
| 1.8 | Get a list of Business Managers who DM could start to call around | OS | End of April |
| 1.9 | PJ to send Didcot quote to Denise for information | PJ | DONE |

1. Marketing

Website

* Still progressing – website launched, social media Facebook, Twitter and Linked-In in progress
* Dan reported that the outcome of the schools’ discussion was very favourable.
* **DV to follow up with Ridgeway**
* **GF discussed an email address with Ideal Marketing which can forward to** **sustainableharborough@ruralcc.org.uk** – GF to follow up
* Denise to take over the daily management of the website
* **Everyone to pass on relevant stories to Dan/Denise for inclusion**
* **Dan and Denise to continue to discuss leaflets – how to progress, what to focus on first, messages, language and design/printing – consider marketing collateral for I Love MH festival**
1. Project Updates

Pentair

* WPD had offered two solutions to achieving a connection offer - 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. PA indicated he has concerns over the connection solutions proposed by WPD. PA suggested that his engineers speak with WPD as export is imperative for the financial returns. PA and PJ believe that the DNOs have a duty to allow a minimum connection c50kW
* May also be worth looking at storage
* **DM to provide letters of authorisation from Pentair and Robert Smyth to facilitate installer discussions with WPD in relation to an acceptable connection offer**
* Next steps – put in a date following ongoing discussions for a formal presentation to Pentair of the business model including a financial proposal to tie Pentair in and underpin the professionalism of Harborough Energy
* A target date for the share issue to launch has been established as September
* Important to get leases drafted – chase Petra regarding leases to adapt.
* **PA to provide PPA template**

AD

* WYG feasibility report has been delivered. 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
* Report and supplementary information need to go to WRAP – **PJ to draft the supplementary information**
* PJ still keen to deliver the project incorporating the Rothenberg Food Waste Management System (PA mentioned that Olleco use something similar) this as a smart way to tidy the collection process up and tie people into an agreement (power costs associated with these need researching). PA offered an alternative approach whereby farmers formed a co-operative and therefore AD plant was sized according to need, gas would be collected on a ‘milk round’ and taken to a large generator or fed into the gas grid. PJ has an existing opportunity with a meat processing plant in South Kilworth. There could be potential for biogas export to the high pressure gas grid (which is nearby) which would offer better returns, PA has contacts for doing this and potentially finance. DM felt this fitted with an opportunity to work with Big Barn to develop a local waste solution to complement local farm producers delivering locally.DM suggested speaking to PH Hull as they offered a waste solution across the food preparation sector in the county.
* **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**
* **PA to send over contacts for PDM as another feedstock partner to engage with**
* We also need to look into potential connection issues regarding Western Power Distribution(WPD) see Pentair above.
* Everyone still keen to progress this project as it is innovative

Schools Solar

* DVs presentation went well he will be following up with Ridgeway
* DM has prepared marketing leaflets for Schools
* 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 met with Robert Smyth to talk through some possibilities and biomass and PV seem suitable option. A project outline proforma was presented and it was agreed that the project should proceed. 3 Surveys have been undertaken. PA recommended that an M&E consultant should be appointed to ensure that the relevant professional indemnities were in place.

Other opportunities – on-going from last meeting

* HE registered with Community Energy England for commercial partnership opportunities. GF noted that we have already been approached with a Lincolnshire proposal;
* DM had made contact with a developer of large scale solar, Northfield Solar. They have a planning application in for decision July for a 49 MW array in Desborough. They have expressed interest in partnering us but both parties acknowledge that it is early days and there are policy anomalies that will need to be clearer. It was agreed that we would makecontact again following the planning decision.
1. AOB
* Darren mentioned a previous conversation regarding Solar Car Parks. PA’s company makes the componentry for these products (sold through Be Electric and Hive Energy). **GF to find out from Helen where that conversation ended up.**
1. Date of Next meetings

Wednesday 17th June 6pm – Leefe House

Wednesday 22nd July 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. Invite AM to Dropbox folder | GF | May meeting |
| 1.3 | Pen portraits to be passed to Dan. Dan to clarify any outstanding requirements | All | By end of May |
| 1.4 | Establish email address with Ideal Marketing which can forward to sustainableharborough@ruralcc.org.uk. GF to follow up | GF | By end May |
| 1.5 | follow up schools presentation with Ridgeway | DV | By end of May |
| 1.6 | Everyone to pass on relevant stories to Dan/Denise for inclusion on website | All | On-going |
| 1.7 | 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 | Provide letters of authorisation from Pentair and Robert Smyth to facilitate installer discussions with WPD in relation to an acceptable connection offer | DM | By 22ndMay |
|  | Put together a supplementary document to go into WRAP along with the report | PJ | By end of May |
| 1.9 | 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 |
|  | Provide a contact for PDM regarding waste management and feedstock | PA | By end of May |
| 1.10 | Get a list of Business Managers who DM could start to call around | OS | By end of May |
| 1.11 | Provide letters of authorisation for PA’ engineers to speak directly with WPD | DM | By 22nd May |
| 1.12 | Provide a PPA template  | PA | By end of May |
|  | Pick up carp park solar conversation with Helen C | GF | By end of May |