

Harborough Energy Meeting

11th October 2016, 5.30 pm

Attendees: Denise Marsdon, Darren Woodiwiss, David Robbins, Oliver Savage, Peter Jones, Sara Worrall

Apologies: Gavin Fletcher,

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

1. Welcome and introductions

Sara Worrall introduced herself to the group. Sara has been working in Pakistan and has offered herself as a volunteer

DM advised that the timing of the agenda was tight as DW needed to leave early

2. Minutes & Actions Arising from previous meeting

As the minutes of the meeting held in July had been in circulation for some time it was assumed that these were an accurate record of that meeting. All matters arising from that meeting had been completed

3. Harborough Solar One

DM confirmed that both Woodnewton and Archway House have been installed. A photoshoot has been scheduled for week commencing 24th October at 8.00am.

AN issue has arisen in relation to the export of electricity from the Woodnewton site. The installations are under 30kW and therefore export metering is not required. However, DM and GF were concerned that although the export was deemed this should not mean the Woodnewton be billed for more electricity than they were using. SM noted that she was in possession of full billing data for the last year and suggested that rather than installing meters at considerable cost (£800 per meter) which would impact on the community fund, that HE should obtain electricity bills from Woodnewton for comparison with previous data and charge them as per the licence agreement (PPA).

It was agreed that we should bill against deemed electricity use based on this for 12 months in order to ascertain the real energy use of the school. **HE will work with Woodnewton to ensure that the PPA worked equitably**

OS expressed concern that following the distribution of pertinent Governance dates, a deadline for VAT had been missed. DM confirmed that all necessary filing was up to date. It was agreed that DM would keep the Board up to date on Governance issues on a quarterly basis.

It was noted that an AGM for HS1 was due within 7 months of the end of January. The Board agreed that the November meeting should also be the AGM. Provisional dates were set for either 21st or 24th November. DM to organise AGM. It was agreed that this event offered an opportunity to attract further members to the Board.

4. Biofuel Project

DM noted that the Rules for a CBS had been circulated but the Board were yet to decide a name and the directors. The Board agreed that the CBS should be called Harbourough Biogen Limited.

DM raised the possibility of using Village Power CIC (See item 6) as the special purpose vehicle for this project given the tight timescales. DW/OS expressed concern that this would be that a community share offer could not be the funding mechanism but rather equity investment. Both felt that this compromised the underlying principles of HE in that it should create opportunities for local individuals and businesses to invest in local renewable energy projects. The Board agreed and instructed DM to **pursue the establishment of Harbourough Biogen Limited** and confirmed that all 4 directors of HE are willing to stand as directors of the new CBS

DM updated the Board on progress and noted that timescales are very tight. [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

OS asked what the critical pathway for delivery was and DM noted that given a 6-8 week planning permission timescale the first week in January was crucial for submission of a planning application. **The Board requested that DM make clear to [REDACTED] that time was of the essence.**

OS also impressed that we need to be clear ourselves of the cut-off of viability for the project to proceed

Given the pending removal of ROCs PJ suggested that we look for alternative sites either as alternatives or to add capacity to the project, these include the abattoir previously discussed in relation to AD, and the prison, which GF is pursuing. **The Board instructed that DM/GF should progress alternative sites**

PJ stressed that it was now important to firm up on the price of kit and fuel supply with [REDACTED]. It was agreed that DM should **organise a meeting with [REDACTED] to include PJ** as his experience of waste management contractual arrangement and understanding of gate-fees is critical.

5. Harbourough Energy Consultancy/installer framework

DM requested that the Board consider bringing the management of the installer framework and consultancy under HE. OS outlined the discussions that have taken place with RCC in respect of establishing a post-Lottery vehicle to take forward SH projects and continue its legacy. RCC had requested that focus of the SH team should for the remainder of the project be on delivering the Lottery targets and completing the project. However, HE has been developed as part of that and other Lottery targets fall within the proposed projects

within HE, including consultancy services, a domestic energy project in conjunction with HDC, and business energy and water efficiency activities.

DR queried if this would mean taking on non-energy related projects such as Edible 16. DM/OS confirmed that this was not the intention and that these projects were under separate discussions in relation to their legacy. The Board agreed that the energy activities were best placed under HE. OS asked that as this became formalised HE should write to formally thank RCC for their support through officer time that has allowed the project to proceed.

6. Village Power CIC

The Board has been presented with the opportunity to acquire Village Power CIC. Although discussion has precluded this from being utilised to deliver the biofuel project the Board agreed that the name was excellent and as there were no significant costs or obligations associated with HE retaining the CIC this should be facilitated and its Board members offered the opportunity to join the Board of HE should they wish. **DM to facilitate transfer**

7. AOB

PJ noted a new opportunity with Corby Tennis Centre for PV. DM noted that St Hugh's has also expressed an interest. DM to follow up

8. Dates of next meetings

November 24th, Angel Hotel, 16.30 AGM, 18.00 Board Meeting

The

Action	Who	By when
Maintain watching eye on Woodnewton billing to ensure equitable	DM	On-going
Pursue the establishment of Harborough Biogen Limited	DM	asap
The Board requested that DM make clear [REDACTED] that time was of the essence.	DM	asap
The Board instructed that DM/GF should progress alternative sites	DM/GF	asap
Organise a meeting with [REDACTED] to include PJ	DM	asap
DM to organise AGM for HS1	DM	asap
DM to facilitate transfer of Village Power CIC	DM	November 16