



Harborough Energy Ltd Board Meeting Tuesday 10th October 2023 Minutes

Held on: Tuesday 10th October 2023 at 7pm
Venue: Zoom Video Conference
Attendees: John Twidell, Carl Tiivas, Peter Jones
Apologies: Darren Woodiwiss, Stephen Rankine
In Attendance: Lesley Burrows – My Admin Support (minutes)

Actions in bold and list of actions at end of minutes

1. Welcome and apologies for absence. (PJ)

PJ welcomed all to the meeting.

2. Minutes acceptance from 29.08.23

The minutes were accepted as a true and accurate reflection of the 29.08.23 meeting and duly authorised and signed by PJ.

3. Action Points from previous Minutes (if not covered in Agenda below)

4. Health and Safety Issues

Health and Safety Issues already covered in the Agenda.

5. Treasurer role & Financial Report (CT)

- a) Overview of operating cash flow / balances : CT confirmed bank balance of £29,491.01 to date 10.10.23. Woodnewton and NBJ end of June invoices sent out and payment has been received. Archway invoiced up to the end of May due to the eMig issue not showing meter readings. We are due to bill them for the May to end of September quarter 2023. And due to bill NBJ and Archway up to the end of September. Although CT confirmed September payments on hold until new tariffs agreed.

CT confirmed by the end of the calendar year the bank will be c. £35,000 which will allow us to pay some interest and some of the repayments back.

- b) Shareholder interest payments – **DW** to contact Judith re: probate for transfer of funds.
c) Depreciation of assets in accounts
d) Share Energy
e) Insurance

CT confirmed Naturesave discussed one of their insurance firms (Naturesave is a broker) would not insure unless we have a contract with regular inspections and maintenance in place. Share Energy commented is not affordable for Community Benefit Societies. Another quote came in which didn't

stipulate MCS recommended checks, although CT mentioned it is sensible we explore for maintenance inspections on a contract level maybe not to MCS standards. PJ commented do insurers have a recommended installers list. PJ agreed to get quotes. CT confirmed Risk Register to be updated with no insurance as this poses a risk.

It was noted by CT that Public Liability, Operations Insurance and Directors insurance including business interruptions for break downs was quoted but other insurers didn't insure for storm damage. CT has now paid for the public liability insurance of £3/400. We still haven't had a quote for operations. SE has problems with Naturesave and suggested Trevor Davis Insurance for a quote c£700 for operations insurance and business interruptions was not included. However Naturesave needed to be informed of the Woodnewton thefts and that there had been a claim from the roofing firm and Naturesave would need to get a requote, Trevor Davis didn't want to insure us but may review next year.

CT sent Naturesave a detailed incident sheet of the thefts. The Operations Director at Woodnewton simply forgot to tell us of the thefts, which is not acceptable. We should not be penalised and await a new quote. CT to ask Share Energy for more advice.

6. Governance

a) Annual accounts – (MB/CT)

CT confirmed Master Accounting to do the accounts up to the year ending 31st July and have chased them for the HS1 annual accounts to be finalized prior to the AGM in November.

b) Interest payments due – no comments until the annual accounts finalised.

7. Operational Matters (JT)

a) Technical update / analytical report on performance (JT)

b) Output (CT)

c) New Tariffs (PJ)

CT confirmed to hold off invoicing to be delayed until the new tariffs are finalised - The tariff review date in August is in line with their installation date. CT asked for comments from the Board.

No billing was sent out in August and export meterage requires a decision. No comeback on what electricity is paying to the grid from either hosts.

Woodnewton and Archway have both a clause in their PPA re: export metering. JT commented contract should be kept. No offer has been made as no electricity rates have been confirmed. JT commented stick to the contract and find out about the export at present, we haven't heard anything back. Archway : we haven't explored what sort of meter they have got.

CT commented have we sent a letter out to all asking their tariff rate bills for the PJ requires a joint view when sending his review letter out, we are prepared to offer a low rate, but until they tell us what electricity is being invoiced. PJ to draft an email to Archway and Woodnewton to charge an estimated amount. CT commented the tariff date is mid to late Aug.

d) Site visits (JT)

e) Woodnewton

CT/JT confirmed the panel theft : the panels were left on the ground and had a temporary security fence. Another time panels were stacked on the roof and a scaffold was used to get to them to the ground to remove. Woodnewton School forgot to tell us about the theft.

CT commented they have been to the school twice and failed to get the measurement of the box, they will need software to enable it to display on the screen. CT commented remote monitoring, the downside is getting the readings. Roof 3 is generating an error reading – 70% of the predicted rating. CT sent for a quote to look at that which was too expensive.

JT has been obtaining quotes to take over and reports will be made and asking we have a fault with the export reading at least 3 quotes.

New panels were put up on to bring it up the same capacity and should read 16.6kw, it has improved the output by 10-20%. All the other roofs are generating fine.

JT commented a contractor is needed to carry out works in the future.

f) NBJ:

g) Archway House : CT commented good signal generating.

8. All other bids, initiatives and other matters

a) Community Benefit Fund – CT commented a decision needs to be made asap : car charging was discussed and display at Woodnewton for the children. **PJ** to include in his letters.

b) Big Solar Co-op

c) Good Energy

9. A.O.B

SR and CT due to have a meeting regarding record keeping on Dropbox.

CT commented Cotesbach Educational Trust are showcasing a film 'The Oil Machine' 12th October this was all about: *How can we break our addiction to oil? Join us for a screening of the new film The Oil Machine on for an inspiring screening and conversation on our energy future.*

The Oil Machine explores our economic, historical and emotional entanglement with fossil fuels by looking at the conflicting imperatives around North Sea oil & gas. This invisible machine at the core of our economy and society now faces an uncertain future as activists and investors demand change. Is this the end of oil?

The film brings together a wide range of voices from oil company executives, economists, young activists, oil workers, pension fund managers, and considers how this machine can be tamed, dismantled or repurposed.

10. Date & location of next meeting

AGM Meeting Wednesday 22nd November – North Kilworth – address to be confirmed.

Signed

Peter Jones (Chair)

Action Points from Board Meeting 10.10.23

Action	Who	By When
AGM invites to Members to be circulated	LB	
LB to look for letters sent to hosts asking for rates	LB	
Circulate draft to all hosts re: new tariff / including community benefit funding	PJ	
Insurance quotes	PJ	
Amend risk register reflecting non insurance cover	LB	
MCS Standards	CT	
Share Energy insurance advice	CT	
Contact Judith re: Probate	DW	