

**Minutes of WREN Board Meeting  
6<sup>th</sup> October 2015, The Energy Shop, Wadebridge**

WREN Board Members present: Richard Alexander (RA), William Box (WB), John Catchpole (Jn C), Jerry Clark (JC), Tony Faragher (TF), Lizzy-Jane Frankel (LJF), Stephen Frankel (SF), Peter McGregor (PM).

WREN operations manager: Dominic Comonte (DC).

WREN operations assistant: Sam Angwin (SA) (minutes).

Apologies: David Atfield (DA), Jake Burnyeat (JB), Leonie McGregor (LM), Caroline New (CN), Amanda Pennington (AP), Kevin Smith (KS), Rachel Wigglesworth (RW).

Meeting started 18.00, closed 20.00.

The board approved minutes of last meeting on 10th September 2015, no matters arising.

1. **Elections:** TF was elected to the post of Company Secretary. RA was elected to the post of Treasurer. SF was elected as Chairman. It was formally noted that all other directors would retain their specialisations. The board agreed to co-opt Jn C into the role of Legal Advisor. SF proposed that we invite JB to continue in the post of Commercial Director, with TF to inform him of this invitation. SF welcomed WB to the board. It was agreed WB should use the title 'Director' in formal situations.
2. **Finance:** RA updated the board on WREN's current financial position. Based on income from upcoming projects and planned expenditure, the cash flow forecast for the foreseeable future is adequate. The financial position will continue to be reviewed monthly, with dedicated Finance meetings scheduled.
3. **Related Parties Register:** It was decided that the board should keep an up to date register of the commercial interests of directors and their families. TF was asked to start the register.
4. **Projects update:**
  - **Nanstallon.** It was reported that the landowner of the Nanstallon site has now signed the step in agreement in the interest of TLC society and his wife is due to sign the agreement this week. Preliminary accreditation to receive a more favourable FIT rate was agreed at the end of September. The process to convert this accreditation to full has now begun and the FIT eligibility date for the site is now set as the 1<sup>st</sup> October 2015. WEC have now received the first payment for electricity supplied to SWW under the PPA.
  - **Sunshine Tariff.** There has been a delay in the submission of the communications plan, in order for Tempus to secure a derogation from Ofgem that would allow them to share necessary data with WREN. Initial work on the preparation of customer engagement materials is underway. The recruitment phase of the project is expected to start in December.
  - **Summer Event.** Work has been undertaken by LJF to assess the potential of a summer festival in Wadebridge around the theme of 'energy', organised by WREN. A number of funding applications to support the event are in process and receiving positive feedback.
  - **Coastal Communities Team.** WREN continues to work on the economic plan. It was agreed this report should refer to the summer event.
5. **Other business:**
  - **Recruitment.** It was announced that SA has resigned from his role as Operations Assistant. The board discussed whether a replacement should be recruited immediately. The board agreed that a job role should be defined and organisations that might have suitable candidates should be approached. TF was asked to contact Coastal Communities to request a change to the admin role funding terms.

**NEXT MEETING TUESDAY 10<sup>th</sup> November, 6PM WREN ENERGY SHOP  
(then 8<sup>th</sup> December, 5<sup>th</sup> January, 2<sup>nd</sup> February, 1<sup>st</sup> March, 11<sup>th</sup> April, 10<sup>th</sup> May).**