

Minutes of WREN Board Meeting 26th November 2021, Zoom

WREN Board Members present: Chris Coonick, Tony Faragher, Simon Miller, Kevin Smith, Ian Welch.
WREN ops assistant: Leonie McGregor (minutes).

Meeting started 1500, closed 1730.

The Board approved the minutes of the last meeting held on 8th October 2021.

Matters arising: Tony contacted Amanda Pennington who has now signed herself out of admin rights on WREN's Facebook page.

1. Appointment of WREN directors to roles on the Board:

Chair and Company Secretary - Tony
Communications and Finance – Kevin
Technical – Chris
Community Engagement – Simon

2. NZ Com:

- Chris presented an overview of the project outlining progress to date. The work with project partner Your Co-op Energy is not currently proceeding as planned, because of issues with Octopus' systems which underpin those of YCE. Stuart at WPD is arranging a meeting with Octopus to find out what the issues are and to identify solutions. Exeter University is also slightly behind due to paternity leave, but will catch up in 3 or 4 weeks. The knock on effect is that timings of certain invoices will shift forwards into January. WREN is up to date with payments to partners and invoicing WPD as far as possible. Chris' overview also discussed the learnings from the project to date, future scenarios to be progressed, and carbon accounting methodologies. The first draft of the model is due in the New Year. It was agreed that it is too early in the project to communicate the findings to date, either on the website or in the newsletter. However one of the project outputs will be an easy to understand report to be written by Planet A to be used in this way.
- Simon reported on community engagement work. Following the first focus group meeting, further members are sought to ensure that there is a large enough pool of people to contribute going forward.
- The evening workshop was attended by 2 businesses - for the future more communication of events and reminders are needed.
- Simon spoke to 12 people in a community group that meets in Trevone. A diverse range of topics were covered and it is clear from the feedback that communicating the message to the general public at a basic level of understanding is the first priority. It also seems that these types of issues are rarely topics of conversation between people who know each other.
- The first of 2 visits to Wadebridge School took place. The students are well informed about the issues to be faced, but have not had the opportunities within school to discuss solutions, leading to high levels of anxiety. It is hoped that this can start to be addressed in the coming visit.
- The University of Exeter's Xmas lecture with guest speaker Robert Llewellyn (Fully Charged) is to be live streamed on 7th December as a WREN event at the Tubestation Polzeath, followed by a Q and A.
- WREN has been offered a space at the Wadebridge Xmas fair in the Town Hall. It was decided to take this up as an opportunity to be visible to the community and give out leaflets. Simon to check that any leaflets and data use are GDPR compliant.
- It was also decided that WREN will provide an energy saving lightbulb for each Foodbank Xmas box. Simon to check on the number of these, and to source the bulbs, ideally from a

local supplier. The WREN currency restricted fund of £356 can be put towards the purchase.

- Recruitment: Gary Mardle has been appointed to the role of community engagement coordinator, starting on 7th December. Simon has arranged a meeting with Gary in person on 29th November at 2 pm, all Board members welcome.
3. **Energy Equality Project:** Cornwall Council were ultimately unwilling to share their draft rooftop leases. Plymouth City Council have supplied theirs. Legal advice is needed to review this draft lease and also the building leases. There is no budget in the project for this, as funds from RCEF were not granted for this purpose. As a result of the long delay whilst waiting to hear from Cornwall Council, and also the impact of rising costs in energy and supply issues, all figures are now out of date, including PPA rates and installation charges. Tony and Kevin will meet to rework the business case, and also produce a short briefing sheet for the parties involved in the buildings to keep them up to date and engaged. The Co-op Booster funding is due to be paid to WREN any day, for use with the share offer document when that stage is reached.
 4. **Finance:** Kevin will produce a project finance report for NZ Com and circulate to the Board next meeting.
 5. **Communications:** A short newsletter to be sent out before Xmas, with news of the lightbulb gift and sending good wishes to the members.
 6. **Equality Impact Assessment:** To be discussed next time.
 7. **Recruitment of new Board members:** also to be discussed at the next meeting. The aim is to increase the number of Board members from 5 to around 10, identifying the skills gaps, what the process might be, and where to advertise. Simon will ask Vicky Smyth if she is interested. Discussion and further ideas on Tony's suggested new mission statement "Supporting all communities in the Wadebridge and Padstow Community Area to reach Net Zero" to be continued by email before the next meeting.
- . **Other Business:**
- Kevin has drafted a memorandum of understanding to clarify the situation with regard to employment versus independent contractor status of Chris and Simon as directors receiving remuneration for work carried out for WREN. This will be agreed with them by email and recorded formally at the next meeting.
 - Email provider: the possibility of moving from Webmate to Impress 51 is being considered, to resolve the long standing issues with sending from WREN email addresses to Gmail. The latest fix recommended by Webmate was applied by Jaz at Impress 51 but the system is still not working satisfactorily. Kevin will request a quote from Jaz.
 - Regen awards: it was agreed to wait until next year to enter WREN for these awards when more progress will have been made on both projects.
 - Simon is attending the People's Climate Festival tomorrow in St Austell and will report back.
 - Local Electricity Bill: WREN is a registered supporter, any Board members to also write in a personal capacity to call on Scott Mann MP to back the bill.

NEXT MEETING FRIDAY 14th January 2022 3 pm on Zoom

(then 11th February, 11th March, 8th April, 13th May, 10th June, 8th July, 12th August, 9th September, 14th October, 11th November, 9th December 2022)