

Minutes of WREN Board Meeting 11th March 2022, 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 1715.

The Board approved the minutes of the last meeting held on 11th February 2022 subject to: item 3 last word change *awarded* to *paid*.

Matters arising: The completion of the Memorandum of Understanding and the transfer of WREN emails are in hand.

1. **NZ Com:** The majority of partner invoices were submitted to WREN by the end of February. A further invoice is awaited from Exeter University. WPD have requested that all claims are submitted to them by their financial year end. The potential underspend due to the withdrawal of Your Co-op Energy from the project will not be lost. The majority of the allocation will pay for additional work from Planet A on smart metering of heat pumps and layering of the 2 models to make them work together. The invitation to Exeter University's workshop on 24th March has been sent to the Board. The future scenario work will be presented to the project partners, advisory group and WPD. A list of further potential invitees was discussed. It was agreed that more individuals who are active in the community as decision makers and have a community mandate should be involved. Simon is working on this - any suggestions to be sent to him.
CEP has started work on a community business model, using the outcomes of the Planet A model to test business cases. The work should be completed by the end of this year, and should provide a business model that WREN can take forward.
The next project partner meeting will be in person. Chris is also presenting an update to WPD in Bristol at the end of March, together with Dave Parish from Planet A.
Simon reported that Gary has been visiting businesses this week. There has been a noticeable increase in the number of enquiries to WREN recently. Simon is compiling a spreadsheet of these with advice given/action taken which is available in the Dropbox. It was agreed that consistency of response is needed. The spreadsheet will lead to the production of a list of FAQs for the website. It was suggested that CEP may have a list of these which WREN could use. The next focus group meeting will deal with energy bills.
2. **Royal Cornwall Show:** A 3 x 6 m space has been booked in the Wadebridge Street area. Simon has produced a plan for the stand to create a furnished front room showcasing low carbon tech and lifestyle. CEP is supportive and happy to share costs. A list of speakers and contents to be sourced has been shared, further suggestions are welcome. A larger space would be ideal; Simon is in touch with Lindsay and Sammi of Wadebridge Chamber of Commerce who are organising the allocations. WREN has been invited to give a presentation to the Chamber. WREN's membership to be renewed.
3. **Energy Equality Project:** Tony and Kevin had a very productive meeting with Dan Turner from Plymouth Community Energy. He had some good suggestions including a different structure for the PPA which would de-risk some of the model. He has offered to look over the financial model at no cost. The email with costings from Foot Anstey has been delayed due to illness, but is expected soon. Tony's draft update for solar PV hosts was discussed. Tony will make amendments and resend to the Board before Simon sends this out as an official communication from WREN.
4. **Insulation offer from CEP Home Upgrade Grant scheme (HUGs):** Simon and Tony met Tim Jones and Sandy George who is the CEP interface with Cornwall Council for HUGs. To qualify to be considered properties must be off the gas grid, EPC band E or lower and

applicants' annual household income below £30K. CEP has produced a leaflet seeking applicants which WREN will use to distribute where appropriate – such as community notice boards in the local villages that are off mains gas. The scheme is only available for a total of 400 homes in Cornwall. Applicants will apply directly via CEP; WREN will not be involved in the process.

5. **Finance:** Kevin will report on the complete financial year next time.
6. **Communications:** Kevin is currently compiling the next newsletter. Any items to be sent to him.
7. **Equality Impact Assessment:** Tony's draft document had been circulated to the Board and the policy was unanimously accepted. The focus for applying this policy will be its use in projects and activities, to ensure consideration is given at Board level and recorded in every case. A governance schedule is required to ensure that all WREN policies are reconsidered on a regular basis, and as these policies come up for reconsideration the EIA will also be used in the process.
8. **Recruitment of new Board members:** Tony had found a specialist website which maps out the process and provides online resources to achieve best practice. It was agreed to follow this resource, and that the first step is a diversity and skills audit of the existing Board. It was agreed to devote the second hour of the next Board meeting on 8th April to this.

There was no other business.

NEXT MEETING FRIDAY 8th April 3 pm on Zoom

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