

Minutes of WREN Board Meeting
10th November 2015, The Energy Shop, Wadebridge

WREN Board Members present: David Atfield (DA), William Box (WB), John Catchpole (Jn C), Jerry Clark (JC), Tony Faragher (TF), Lizzy-Jane Frankel (LJF), Stephen Frankel (SF), Peter McGregor (PM), Caroline New (CN), Kevin Smith (KS).

WREN operations manager: Dominic Comonte (DC). WREN operations assistant: Leonie McGregor (LM), (minutes).

Apologies: Richard Alexander (RA), Jake Burnyeat (JB)), Amanda Pennington (AP), Rachel Wigglesworth (RW).

Meeting started 18.00, closed 20.00.

The Board approved the minutes of the last meeting on 6th October 2015. There were no matters arising.

1. **Elections and Board roles:** The Board voted unanimously to co-opt JB to the Board in the post of commercial director, proposed by KS, seconded by TF. CN will now be schools coordination director and AP social media and PR director. It was agreed to form a Human Resources subcommittee, TF to chair, supported by DA, AP and DC. LJF would step in as and when required.
2. **Finance:** The cash flow forecast had been updated at a recent finance meeting. As the financial position is in line with expectations it was agreed that a 3 month paid intern post starting in January should be advertised.
3. **Projects update:**
 - **Nanstallon array.** Registration with Ofgem for the FiT is in hand but a slow process. The rateable value has been agreed. A bid has been submitted for a joint 2 year project on the site with the University of Lancaster for trialling growing food crops in 5 meter strips between panels.
 - **Sunshine Tariff.** The communications materials are being refined, with the flyer theme and wording, and web pages approved by Tempus. The online sign up form is being finalised, and will be road tested on directors and volunteers. As soon as the full communications plan is approved by Ofgem the project can be launched to the public. All partners have agreed the PR strategy and a launch event will be combined with WREN's Christmas open house at the Wadebridge Christmas shopping weekend.
 - **S.106 agreements.** The St Breock fund will launch in December, decision in March 2016. The timing is designed so that the three funds (Middle Treworder, Pengelly and St Breock) will run consecutively through the year. There was a discussion about the potential for fund monies to be used by groups collaboratively, leading on to the idea of pooling volunteers and localism.
 - **Summer Event.** The event has the working title "A Midsummer's Gift" and will take place between 21st and 26th June 2016. Feast have awarded WREN £5970 towards the festival, conditional on further funds being raised. LJF is working with Laura Martin on other bids including to the Arts Council.
 - **Coastal Communities Team.** The economic plan will contain an energy related and a cultural strand. LJF has joined the team and a meeting with Anna Druce of Cornwall Council has been arranged.
4. **Communications.** An advertisement about the Sunshine Tariff is ready to be placed in the NCA if Ofgem approval is received by the print deadline. Contents of the newsletter due out at the end of November, an article in The Bridge and a possible newsflash were discussed.
5. **Other business:**
 - The Christmas party will this year be an open house event combined with the launch of the Sunshine Tariff on Friday evening 11th December and during the day on Saturday 12th. LJF and AP coordinating.
 - WB shared new buzz word "digicality" being used by colleagues at Henley Business School.

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