

# ECOE AGM Tues 5<sup>th</sup> June 2018 19.00 Minutes

## 1. Attendance/Apologies

### Apologies

Andrew Shadrake	Phil Wright
David Mezzetti	Gordon Read
Ella Young	Jenny Blake (V)
David Thompson	Fuad Al-Tawil (V)
Bridget Oliver	Martin Crothall (V)
Margretta Bowstead	Les Bright (V)
Nicola Mezzetti	Susan Kay (V)
Delia Law	Jill Grainger
Mark Allen (V)	Elizabeth Allen
Geoff Wilkinson (V)	(V conveys Proxy vote)

### Attendees

Andy Extance (M)	Gill Wyatt (Chair) (M)
Dave Stanley (M)	Patrick Devine Wright (M)
Douglas Koszerek (M)	Peter Bowers (M)
Gill Westcott (M)	Miles Davey (M)
Hilary Noakes (M)	Sonya Bedford (M)
Hilary Wilkinson (M)	Alastair Mumford (M)
Jeff Ridley (M)	Hertha Wood (M)
Kendra Brown (M)	Tara Bowers
Moirra Koszerek (M)	Paul Gibbons
Paul Rogers (M)	Chrissy Allot
Paul Steed (M)	Maggie Cartridge
Peter Nickol (M)	James Haigh
Saxon Spence (M)	Tom Langdon-Davies
Sheila Swarbrick (M)	Simon James (M)

(M denotes Voting Member)

With 22 members present and 7 proxy votes, the meeting was declared quorate

**2. Information on voting procedure.** This was provided.

**3. 2017 AGM Minutes** Members agreed the minutes were an accurate representation

## **4. Annual Report Presentation**

Directors presented highlights from the Annual Report, a full copy of which can be downloaded from the [website](#).

### **Solar PV 1 and 2**

The annual generation figures for all sites were presented. The 6% drop in generation was explained, and it was confirmed that cashflow figures have been adapted accordingly.

The leaking roof at Exeter College is an unresolved problem. A speedy resolution is being sought to protect ECOE's reputation.

### **Trews Weir**

This project is at the Pre-application to the Environment Agency stage. The potential project, of installing 2 Archimedes Screws at Trews Weir, could generate enough power for 125 homes, which is more power than all of our combined solar installations.

### **Healthy Homes for Wellbeing**

This project provides free energy advice and home visits to the vulnerable in Exeter, Mid Devon, East Devon, Teignbridge and Torbay. 6 fully trained Home Energy Advisers deliver home visits, talks, drop in clinics and front line worker training.

### **1st LED project at the Exeter Phoenix**

A Carbon Trust grant, and a 3 year loan from ECOE enabled this project to go ahead. It was installed by BECO from Newton Abbot.

### **Open LV**

ECOE won a bid to take part in Open LV, run by Western Power Distribution (WPD) and Centre for Sustainable Energy (CSE). The project seeks to provide an open-source software platform to access data from 80 Low Voltage (LV) electricity distribution substations. We are working with Q box to deliver an app, that will help change habits, enabling people to make use of low costs energy. Aiming for the App launch in autumn 2018.

### **Communications, Publicity and Events**

Small increase in supporters and social media followers. There has been some press coverage on the back of the Healthy Homes and Trews Weir projects and our reach has been particularly been extended as a result of the Healthy Homes project. New policies have been put in place to ensure our GDPR compliance.

### **Members Survey**

The survey helped us reach out to members who don't come to meetings. The responses are helping us make decisions for the future, beyond solar PV.

## **Community Fund**

Funds were distributed at an event in January 2018.

Awards were made to 3 very different projects totaling £4200.

## **From Feb 1<sup>st</sup> 2018 and Future Projects**

Following a Directors strategy day, due to aspirations exceeding resources the following projects will be given priority,

- Trews Weir
- Healthy Homes for Wellbeing
- Open LV

The dual roles of Chair and CEO that Gill Wyatt has held for 4 years will now be split. Gill continues as CEO with Chair rotating on an annual basis. Patrick is Chair for the first year.

## **Questions**

*Re Open LV – Is ECOE looking to put storage at the Topsham sub station?*

Alastair: We're helping WPD understand sub station data, and the project will help everyone see potential business opportunities, and the ways of generating income in the future. The project is all about data - and understanding how substations are working in our area. We will have to wait to see what the data shows us. Its a WPD project supported by community energy groups, so we are restricted to the terms of WPDs deal.

*Re the leaky roof at Exeter College – What will you be doing to minimize the damage to reputation?*

Gill: It is a worry, and even though ECOE is not responsible, because as yet SunGift's insurers are not accepting liability, we are having to consider if there are any alternatives. A report shows that damage was caused to the flashings, which is causing the leak. SunGift have photos showing these in place after they completed the installation and believe the scaffolders caused the damage. It's complicated as the scaffolders are SunGift's sub-contractor but as yet SunGift insurers are holding out for the scaffolder insurers to accept liability.

We are investigating whether one option is for ECOE to pay for the repairs, as Exeter College has had to wait so long and then see if we can reimbursed afterwards.

*Re solar generation - Do the figures include reduced efficiency over the years?*

Peter: Yes the efficiency reduces annually and this is allowed for in the annual cashflow projections

## 5. Annual Accounts

### 5.1 Presentation of Accounts

There has been income of £83,000 and expenditure is £87,000 so we have a deficit of £4,000. The income is mostly from feed-in tariffs (FITs) and power purchase agreements (PPAs) from our solar sites, followed by Healthy Homes. Biggest costs are depreciation and interest to Members.

Total net worth: £352,000.

Other projects and funding income are helping to cover overheads.

### 5.2 Questions

*Re deficit - How will ECOE look to address the deficit?*

Peter: Peter explained the financial projection and how strong the cash base is.

Gill added: The finances are in line with the original business plan. The lower PV generation is not the cause of the deficit, its more to do with the set up costs and overheads. We are hoping that with the new operation and maintenance (O and M) contractor we'll discover why the generation is so low and be able to correct it.

### 5.3 Voting

*5.3.1 Approve the Directors' recommendation to pay share interest to members at the rate of 5% per annum for the 12 months ended 31 January 2018.*

Members present plus proxy votes approved unanimously

*5.3.2 Approve the Accounts for the year ended 31 January 2018*

Members present plus proxy votes approved unanimously

*5.3.3 Approve the Directors' recommendation to not require a full professional audit of the Accounts.*

Members present plus proxy votes approved unanimously

*5.3.4 Approve the Directors' recommendation to allocate £2000 to the Community Fund in financial year ending 31 January 2019.*

21 Members present plus proxy votes approved with 1 abstention

## 6. Appointment of Directors

### 6.1 Voting for Directors standing for re-election and election:

Re-election: Miles Davey, Alastair Mumford and Peter Bowers

- Miles Davey  
Members present plus proxy votes approved unanimously
- Alastair Mumford  
Members present plus proxy votes approved unanimously
- Peter Bowers

Members present plus proxy votes approved unanimously

New candidates: Tara Bowers, Andy Extance and David Thompson (James Haigh being co-opted)

- Tara Bowers

Members present plus proxy votes approved unanimously

- Andy Extance

Members present plus proxy votes approved unanimously

- David Thompson

Members present plus proxy votes approved unanimously

## **7. Any Other Business**

None

## **8. Close at 20.00**