

**Minutes of the LLES LTD Board meeting**  
**Wednesday 10<sup>th</sup> December 2008**

**Present:-** Gwen Prince, Graham Brand, Kevin Carey, Diana Berriman, Andrew Capel, Nick Venti, Tony Shaw, Michelle Boudin

**Apologies:** None

**Minutes** accepted with the amendment that the Cheshire group Kevin had contacted were using an infra-red camera but they did not necessarily loan it out as was minuted.

**Matters arising**

Green Fair had a surplus of £1900, £375 due to PEP. Rent for Llani Resource Centre was still to pay Graham has prepared a financial statement for the last two years which should help with the next year's budget.

**Action Graham** to send out a copy of financial statement by email

**Selection of New Officers**

Current Board members Kevin, Gwen, Graham, Nick, Paul

*Treasurer:* - Graham was happy to continue in the role as treasurer

*Chair :-* Kevin voted in as Chair proposed by Graham, seconded by Nick

*Secretary:-* Andrew Capel proposed by Nick seconded by Graham

Gwen gave a list of duties she would like to pass on to other members: minute taking, preparing the agenda topics, organising displays, posters, stalls, volunteers, writing press releases, newsletters, correspondence, collecting press cuttings, receiving emails and forwarding them on if appropriate.

Michelle has volunteered to take the minutes of the LLES meetings which will be forwarded to members by Andrew. Tony is liaison between Green Fair group and LLES but wishes to remain as a LLES committee member only and not join the board.

**Action Andrew** to take list of Gwen's duties to members to find volunteers

**Action Nick** to change registered address of LLES from Gwen to TBD

**Action Nick/Andrew** to change email address (office@lles) which is currently being forwarded to Gwen to Andrew.

**Action Andrew** to get a copy of Mem & Articles to confirm 5 board members is enough for a quorum

Kevin welcomed all new officers.

**Report on LCCP from Diana**

The LCCP start date is Jan 2009 and runs until Dec 2010. Three communities involved Llani, Rhayader, Talgarth. Each have to develop a low carbon energy solution and reduce energy consumption in the community. A summary of the Goals and Implementation and the List of Performance indicators was read out and a copy was distributed. Diana felt that the open days, Green Fair, Infra-red camera and energy surveys would satisfy the various criteria. The results would be presented by each community at a SWAEA meeting.

Severn Trent confirmed that LLES cannot use Nant y Geifr for a hydro-electric scheme for the LCCP project but may be able to in the future. Diana and Richard Drover are looking into other possible sites. Nick is having a meeting with Martin Dent from Severn Trent in January to talk about other schemes e.g. Micro-hydro, or AD. Kevin has previously offered to be the link between LLES and the Low Carbon Network not the Low Carbon Communities Group which meets on a Wednesday in Rhayader.

Nick has offered to attend these meetings instead.

Diana distributed the new LCCP timesheets (one required for each month), meeting sheets (one per meeting) and Travel expenditure sheets. Green fair members can also fill these out.

**Action Diana/Graham** to look at how the new grant would affect Diana as there is now more grant (i.e. hours) per week.

Graham proposed that a LCCP steering group is setup and suggested the LLES Board met every other month, then the LLCP steering group could meet in the months in between thereby not increasing the number of meetings for anyone. The next meeting will remain a Board meeting.

### **Infra-red camera**

Kevin is in touch with the Bollington Carbon Revolution and has obtained an infra-red image. They said it took them a while to get clear on how to use the software. It was felt by the Board that an infra-red camera would raise the profile of the energy surveys and as Tony said “*sex them up!*”

**Action Kevin** to look into the possibility of hiring one an Infra-red camera

**Action Gwen** a local sustainability group has one and she will find out who it was

### **Energy Surveys**

Diana felt that everyone interested in the survey has had one done, and the follow ups showed mixed results. A discussion took place on how to engage people to take action once the survey had been done as just knowing your Carbon Footprint doesn't seem to be enough or even relevant.

Lightfoot Project in Bishops's Castle is co-ordinating local energy surveys and has obtained lots of funding for co-ordinators. Gwen suggested we should consider linking up with them. Andrew aware of this project said their energy surveys were very labour intensive and CATs online Carbon Gym gave a carbon footprint in 5 categories which was easier to use. A further discussion on how to motivate people took place with the idea of obtaining Smart Meters to put into people's home for a week at a time.

**Action Gwen** to try and contact Dave Green again with regard the Lightfoot Project

**Action Diana** to ask SWALEC to donate LLES some meters.

**Action Nick** To talk to local estate agents about energy surveys for selling homes and rental properties with a view to a business plan/proposition for a member to become qualified to perform the surveys in Llani. This would not conflict with the aims of the charity as it would be considered Primary Trading.

### **Open House Day**

An open day in Winter would best show off people's green energy solutions. The weekend of 28<sup>th</sup> Feb 2009 decided upon. Open house participants could pick a slot rather than open all weekend. Gwen suggested that books such as George Marshall's Carbon Detox and other green items (Smart Meters) be put on sale. Gwen volunteered to co-ordinate volunteers again and Steve suggested asking Meg to help. Nick would give tour of the Llani toilets solar installation and arrange shuttle service to outlying homes.

**Action Diana** to contact previous open house participants to see if they are willing again. Also contact the people in Abermule with the heat source pump installation and find out if Graham Jones' new installation will be up and running by then.

### **Green Festival**

Green Fair has now been renamed Green Festival and will be broader in scope but Graham reminded them they must remain within remit of LLES' charitable aims. Core group of 6 people. Meeting has taken place between Green Fair committee and Nick, Diana and David. Next meeting with Graham to discuss finances.

## **Treasurers Report**

Graham said that since there had been a change of directors a new Bank Mandate was required with the Co-op Bank. The following motions were put forward to the board:-

- The Co-operative Bank p.l.c. ("the Bank") shall continue as our bankers in accordance with our original application
- the Bank shall be authorised to accept instructions (including written instructions sent by facsimile and electronic instructions through ( the use of digital signatures and/or identification numbers or passwords) from us in connection with the account(s) and the service, provided that the instructions are given and/or signed in accordance with the signing authority listed in the account signatories Section 6b. Instructions shall mean: cheques, bills of exchange, promissory notes or other orders for payment drawn, made or accepted on our behalf (even if the payments cause the account(s) to be overdrawn) and requests or instructions in writing concerning the (account(s), our affairs or property including the opening of the new account(s), the arranging of facilities and creation of security)
- the Bank shall be authorised to honour all cheques and all other documents made or accepted on our behalf even if such payment causes any accounts to be overdrawn or increase any existing overdraft, provided that such documents are signed in accordance with , the specimen signatures shown in the account signatories Section 6b
- the Bank shall act on all specimen signatures in accordance with any instruction, notice, request or other document in writing concerning our account (including the opening of new accounts), affairs or property, as shown in the account signatories Section 6b
- the Bank shall be sent a copy of any future resolutions which affect the terms of these resolutions
- the Bank shall be sent a copy of any changes in our Constitution/Rules/Memorandum and Articles of Association/Regulations or Bye Laws
- the Bank shall be notified in writing of any change of Directors/Partners/Governors/Members/Trustees
- the Bank shall be notified in writing of any change of official authorised to sign on our behalf
- the Bank shall otherwise continue to operate our account(s) in accordance with the business account mandate
- the Bank shall be notified in writing of any overall change of control in the business
- all signatories to the account are aged 16 or over.

Nick proposed to accept the motions and Gwen seconded.

## **Members' involvement in Board meetings**

This item from Steve has been postponed until the next meeting due late running of meeting.

## **Powys Eisteddfod 2010**

Item postponed until the next board meeting due to late running of meeting.

## **LLES Public Meeting**

It was decided to invite George Monbiot and Jay Griffiths to give talks in February.

## ***Action Gwen***

## **Any Other Business**

None

## **Date of next meeting 14<sup>th</sup> January 2009**

The date will remain as the 2<sup>nd</sup> Wednesday of the month.