

# Minutes of the LLES LTD Board Meeting

Wednesday 8<sup>th</sup> July 2009

**Present:-** Gwen Prince, Graham Brand, Kevin Carey, Michelle Boudin, Andrew Capel

**Apologies for absence:** Nick Venti, Paul Jervis

## Actions from previous meetings

Date	Actionee	Action/Update	Status
10/12/08	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.	On hold
10/06/09	Gwen/ Michelle/ Diana	To contact Diana and Resource Centre about having LLES display and implementing it. 8/7/09 Meeting held to discuss ideas.	Ongoing
10/06/09	Gwen	to contact Andrew Burrows and Carnival committee about LLES stall and if there is any selling issues.	Closed
11/02/09	<b>KDG</b>	Kevin/Diana/Graham To get together for a follow up LCCP discussion	Ongoing
11/02/09	<b>Andrew/ Diana</b>	Contact PAVO and arrange Employees liability insurance. 11/3/09 Forms have arrived. Diana to contact PAVO to find out what cover is needed reopen houses liability, LRC liability, vulnerable children and adults etc	Ongoing
11/03/09	<b>Diana</b>	To ask volunteers to fill out a form like the householders forms.	Closed
11/03/09	<b>Diana</b>	To contact Delwyn Morgan about the Vanner Park site. Done – not an option.	Closed
10/06/09	Graham	to email Tarquin about funding. Graham said he would attend next meeting of the Funding Group.	Ongoing
10/06/09	Graham	to talk to Nick about the sustainability fund. 8/7/09 Not sure what this was about.	Closed
10/06/09	Gwen	To help Diana to setup Gant chart with project milestones. Done	Closed
10/06/09	Board	After screening of Age of Stupid to appeal for volunteers to do energy surveys Not done	Closed
10/06/09	Kevin	To produce a leaflet on loft insulation as part of feedback to householders. To phone West Wales Energy Agency about available grants in the area.	Ongoing
10/06/09	Kevin/ Chris	To talk to Diana about this or about producing information on hydro-installations in the first instance possibly with Richard Drover's help. Also ask how many people he could see in a day and the cost. 8/7/09 Meeting setup for 15 <sup>th</sup> July.	Ongoing
10/06/09	Andrew/ Diana	To contact library and Diana about whether such a scheme would be feasible. 8/7/09 Library has agreed in principle	Ongoing
10/06/09	Diana	to contact Di and see if she could give a short presentation on Green Mapping to Board. 8/7/09 Green mapping idea not ideal at this time.	Closed
10/06/09	Andrew	To contact local Sustrans group to see if they are willing to help. Ask Barbara is she could arrange a community (GODS) meal that evening.	Closed
10/06/09	Kevin	To ask Green Fair committee to submit outline plan to LLES Board.	Ongoing
10/06/09	Andrew	To contact George about fund and see if it can be transferred for funding of Diana. 8/7/09 It's ring fenced for this project only	Closed
10/06/09	Andrew	To set up a spreadsheet for David Utting (the membership secretary) to maintain.	Ongoing
10/06/09	Andrew	to do some research and see if any TT groups are charities. 08/7/09 Ferryside Village Forum is a charity.	Closed

MATTERS ARISING: None

CHAIRS REPORT: None

### TREASURERS REPORT

Enough cash until Sep 09. Need to claim for gift aid but this is already in budget. Need to do wages and invoicing.

Treasurer had spoken to Nick about community centre but they need to apply for grant as they own the property. £8600 would have to be raised by LLES for Solar PV/Thermal project. £41K from Severn Wye Agency.

PAVO meeting in Llandrindod Wells 3rd sector assembly for citizens lobbying on green energy issues. There are already lots of campaigners. Not much in it for LLES.

Action Diana:- to contact and give apologies for non attendance..

Action Graham :- to talk to Maggie at LCCP about claims as we haven't put any money in.

Graham informed the board of his intention to stand down at the next AGM as board director and treasurer. Happy to have a few months handover period to next treasurer.

### REPORT FROM LCCP

RES scheme:- Diana has spoken to Delwyn but he feels too old to get involved so no hydro there. Reluctant about distributing Tony leaflets as LLES has no expertise in hydro feasibility studies etc though could get Richard to do training.

Community Wind Turbine could be set up at Potters. They get electricity, community gets ROCS until next year when community would get better paid for electricity sold back to grid..

Action Diana:- to get idea of costs of such a scheme.

Community Centre is keen for wood fuel boiler and have has a feasibility study done. The Secondary School needs a new boiler but Brain doesn't want LLES involved as they want to keep control of project. However they would be happy for LLES to put in a tender to provide wood fuel. Board felt this was too risky, not easy to make money from wood.

### GREEN MAPPING

Andrew looked at website but not much there. Kevin agreed that at this point in time there wasn't a need for LLES to be involved in this scheme. Gwen will find out more from Di's husband.

### ENERGY SURVEYS.

Kevin, Gwen, Diana met and surveys will be relaunched in Autumn. Window display at LRC ongoing. Smart Meters – library is getting one anyway and they have agreed in principle to support LLES' scheme. Kevin has drawn up text for feedback forms but needs more pictures to break it up. Gwen has Lightfoot flyer for inspiration.

Action Kevin:- To email draft feedback form to Board

Library has agreed to take the LLES books.

Action Diana:- to put a sticker in books saying “Donated by LLES”

George Marshall is doing energy surveys in primary school.

Action Andrew:- to talk to George about LLES getting involved.

### VULNERABLE BENEFICIARIES POLICY AND EMPLOYEES LIABILITY INSURANCE.

The vulnerable beneficiaries policy is a requirement by the Charity Commission. May need to get CRB check on volunteers because of this.

Action Andrew:- to contact Pavo and get a draft policy document which LLES could adapt.

Andrew is getting quotes for employees liability insurance.

## GREEN FESTIVAL REPORT

Kevin and committee have mapped out festival in principle but not in a position to submit outline plan to Board as yet. Colin is drawing up timeline and funding.

There are two pots of funding available from Glasu 1) Food and Sustainability workshops, 2) Festival and Events which ends June 2010 – so may be able to use this to get funding for publicity (i.e. flyer design and printing).

## LLANI 2020

Andrew has talked to Richard Beale. Everyone on committee is busy. Steve is only person active but not in charge of project. Project needs to move on. £4000 in LLES account ring fenced for this.

## MEMBERSHIP DRIVE

On hold for now.

## CHANGE TO CONSTITUTION RE TRANSITION TOWNS

Ferryside Village Forum is a charity and Andrew read out their objectives. Need agreement from Charity Commission about new objectives/constitution of LLES if it's to take on mantle of Transition Town. We would have to call a special general meeting so all members can vote on adopting the new constitution.

## ANY OTHER BUSINESS

Barbara sent an email out to Board saying feedback and comments are needed from LLES members as input to Board and LLES website needs updating.

Kevin informed the board of his intention to stand down as chair and board director at the AGM.

Michelle suggested a summer party for LLES members and a welcome to Chris Keene on Aug 23<sup>rd</sup>.  
Action Michelle to contact Dol-lys as possible site for party.

Next meeting of the Low Carbon Communities is in Birmingham on 19<sup>th</sup> September. Gwen and Kevin expressed an interest in going.

**Date of next meeting Wednesday 9<sup>th</sup> Sep 2009 at 7.30pm at Gwen's house**