

## MEETING MINUTES

Date: 4<sup>th</sup> April 2017 @ 20:00

Present: Sheila Clark – Acting Chair  
Peter Thomas – Acting Treasurer  
Geoff Read – Company Secretary (via Conf. call)  
Carol Thomas – Hydro Project Manager  
Cath Auty – DIG Board Representative (via Conf Call)  
Chrissie Sugden – Hydro Share Offer

Apologies: Irene McLonnan – DIG Board Representative

Meeting Details: Board Meeting 004  
The Old School, Dalavich

### MINUTES

- 1) **Apologies** were received from Irene McLonnan. Meeting noted that Alan Mitchell resigned from AED in March 2017, no reason was given.
- 2) **Approval of previous minutes** – Subject to typographical correction on item 4c and the addition of a minute regarding Turbine House Roof Colour, these were approved by all present. Proposed by Sheila Clark (SC) and seconded by Geoff Read (GR)
- 3) **Actions Arising from previous meetings** were all completed and reported through agenda.
- 4) **Finance report** – please also refer to Financial Update issued 04/04/17 and email issued to SIS on 04/04/17
  - a. Progress against funding goals:
    - i. SIS Credit Committee approved our application for £1.1m of funding on 13/03/17
    - ii. Share offer sits at £80,528 actual deposits and £36,600 in reliable promises
    - iii. SHECT Grant of £38,750 secured against Connection Costs
  - b. Bank account stands at £126,667.61
    - i. Non-Share receipts in March:
      1. Energy Savings Trust (CARES) £2926.38 – P41679 Claim 13
      2. DIG £154.02 – P41679 Claim 13 5%
      3. Energy savings Trust – £43795.41 – P41679 Claim 15
      4. DIG £2325 – P41679 Claim 15 5%
    - ii. Expenditure in March:
      1. Shareenergy - £1260 inclusive of VAT

2. SGS - £1820.40 inclusive of VAT
3. £1.80 Bank Charges for February
- c. Claim 15 funds will be paid to CINK as soon as Turbine and Cost issues are resolved in next day or so. Bank charges for March will be £10.10 – 2 Debits @ 10p each; 1 BACs credit @ 30p; 9 Cqs @60p; and 14 FP credits at 30p.
- d. VAT registration is underway – discussions about our ability to reclaim the VAT paid out against P41679 Claims 1 – 12 is still under discussion.
- e. Funding Crisis – covered in email to SIS and in Financial Update. This was discussed and the following was agreed:
  - i. CT to progress with SIS recommendation to seek a prudent application for approval in principle for deferment of CARES loan repayment
  - ii. Board accepts that funding shortfall of £50k and net cost increase of £80,000 arising from Detailed Design issues does not present an insurmountable barrier and therefore project should continue
  - iii. Importance of encouraging Share Offer take up recognised and understood
  - iv. Geoff Read (GR) asked if CT was confident that Project could withstand the impact of recent events. CT responded that whilst there was some pressure now, the major key events, such as getting on site mid-late May and Commissioning ahead of FiT pre-accreditation deadline were still achievable. Getting the turbine deposit paid in the next couple of days is essential and securing some of the potential upsides is highly desirable.

## 5) Review of Society Status

- a. The AGM is now scheduled for 17/06/17 @ 15:00. **ACTION: PGT to confirm Hall availability and CS/CT to make sure that date is publicised now and notified to all existing and new shareholders. CT to liaise with Haines Watts**
- b. Chrissie Sugden (CS) reported on the attempts to secure an additional grant from Community Share Scotland for additional Social Media support (specifically Twitter); extra funding for more fliers; and funding for some video editing. Response expected 6<sup>th</sup> April
- c. Board Meeting Schedule: Board meetings will continue to be held monthly on the last Tuesday of the month at 20:00 and will be hosted at The Old School and via CT's Skype account

## 6) Project progress

- a. Project Structure: FCS Lease almost in place; ANM Contracts progressing; Civils awaiting finalisation of tender offer; CINK will need to be redone due to changes; will now need a Pipe Agreement as we will buy pipe direct from manufacturer. Ricardo recruited to assist with ANM SSE negotiations, part funded by an increase in DIG's Grant.
- b. Due Diligence progressing
- c. SSE are still committed to December 2017 connection but have yet to confirm connection cost
- d. Risk & Issues Assessment – Current Red Risks are:

- i. **Civil Costs and Generation/Turbine Specification changes** – Full written explanation as to how and why must be secured and reported back to Board **ACTION: CT**
- ii. **Funding challenge** – currently delaying Turbine Deposit
- e. ANM Status – Johnny Bell has got agreement for Bipartite agreements between SGS and Innogy & SGS and AED thus removing the major insurance concern.

**7) Operational Issues**

- a. Transfer of Contracts (and approval process) as part of the transfer of loans from DIG to AED all contracts will need to be renewed in AED's name – this is underway
- b. Insurance – CT to progress now Tripartite challenge has been removed.

**8) Any other business** – none

**Meeting closed at 21:10**  
**Next Meeting Tuesday 25<sup>th</sup> April 2017**

**Minutes approved at Board Meeting #005 on 25<sup>th</sup> April 2017.**



**Signed by Sheila Clark: Chair**