

# Annual General Meeting 2024 - *Draft Minutes*

**Tuesday 24 September, 1pm - 2.30pm**

**Present:** 45 (41 members, 4 other attendees)

## 1. Welcome, House rules, Guidelines and Introductions

Helen Seagrave, Interim Chair of Community Energy England, opened the meeting and welcomed attendees.

Helen covered the meeting and voting guidelines for the meeting. The meeting was held through Zoom and its polling function was used for voting. Votes were anonymous within the meeting but were checked separately by the CEE team to ensure only CEE members voted. Helen gave an introduction to Community Energy England and reported on the organisation's vision and mission.

## 2. Minutes of the 2023 AGM

A Zoom poll was launched for the approval of the minutes of the 2023 AGM. *The minutes were approved, and no questions were raised.*

## 3. Overview of CEE and our activity since the last AGM

Helen gave attendees an update on the structure of the Community Energy England Board and executive team and its governance. Highlighting that the exec team has welcomed two new members to the team in 2024, Josef Davies-Coates and John Taylor.

## 4. Our Activity and Impact

### Policy and Advocacy

The Head of Policy and Advocacy, Duncan Law, and Josh Barnes provided key highlights from Community Energy England policy and advocacy activities in the past year. And outlined what the key policy priorities are.

Phil Coventry, the Head of Operations gave an overview of this year's State of the Sector (SOTS) research, thanking those members who contributed to this years report, and the re-launch of our National Map

Kim Woodcock shared details of our events over the past year and provided a summary of statistics relating to social media and newsletter subscriptions.

Lisa West, Membership and Operations Officer, followed and provided a breakdown of the current membership and an update on principal supporters.

John Taylor introduced the new Energy Learning Network and explained CEE's role within the network and outlined some of the next steps.

Josef Davies-Coates gave an overview of the Net Zero Terraced Streets heat project, Community Head Development Unit and an update on the CEE working groups.

## 5. Election of directors

Helen thanked Mary Gillie, who retired at the end of her three-year term at this AGM; no other directors were standing down.

Helen set out the remaining members of the board and reminded attendees of Community Energy England's rules for numbers and nomination of directors in accordance with the organisation's Articles and Bye-Laws. This year's ballot was a competitive ballot with four nominations and two spaces on the CEE board.

Nominees, Will Cottrell, Noel Lambert and Alistair Macpherson were present and provided a brief overview of why they wanted to join the board of Community Energy England. Agamemnon Otero was not present at the meeting and Helen read out their nomination statements on their behalf.

Voting was carried out via Zoom's polling function, with only Community Energy England members entitled to vote.

## 6. Finance update & 2023 draft financial accounts

Phil introduced the draft accounts for the year ending December 2023. Attendees were offered the chance to ask questions. Two questions were raised:

- Does CEE pay Corporation Tax on Members Funds?
  - *Phil Coventry confirmed CEE would be liable for corporation tax on profits (not on member funds as that is retained capital) but that no profits were generated in 2023 so no corporation tax is due.*
- An attendee noted [this](#) version of the draft accounts has an incorrect list of Directors
  - *Phil Coventry explained a previous version of the draft accounts had an incorrect list of directors and a revised version had subsequently been uploaded to the CEE website. He also confirmed there were no other differences between the two versions.*

A vote was put forward for approval of the draft accounts for the year ending December 2023 through Zoom's polling function, with only Community Energy England members eligible to vote. *The accounts were approved.*

## 7. CEE updated articles of association

Phil gave an overview of the updated articles of association. A vote was put forward for approval of the updated articles through Zoom's polling function, with only Community Energy England members eligible to vote. *The articles were approved.*

## **8. CEE's priorities for the year ahead**

Emma Bridge updated attendees on plans for the future and an overview of CEE's strategy for the next three years. Attendees were offered the chance to ask questions.

## **9. Election of Directors Result**

Helen confirmed that Noel Lambert and Alistair Macpherson were voted onto the board.

## **10. Any other business**

No other business was received.

Helen thanked all members for their continued support and closed the meeting.