

Annual General Meeting 2025 - Draft Minutes

Tuesday 23 July, 1pm - 2.30pm

Present: 74 (62 members, 12 other attendees)

1. Welcome, House rules, Guidelines and Introductions

Pete Capener, Interim Chair of Community Energy England, opened the meeting and welcomed attendees.

Pete 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. Pete also gave an introduction to Community Energy England and reported on the organisation's vision and mission.

2. Minutes of the 2024 AGM

No questions were raised. A Zoom poll was launched for the approval of the minutes of the 2024 AGM.

The minutes were approved.

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

Pete 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 Jessica Vallentine to the team as Chief Operating Officer, with Phil Coventry leaving the organisation in May.

4. Our Activity and Impact

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

John Taylor (Head of Capacity Building) updated attendees on the Energy Learning Network (ELN) and the role CEE plays within it, and what the ELN's key priorities are over the coming year.

Josef Davies-Coates (Heat and Retrofit Coordinator) gave an overview of CEE's projects and their strategic focus, and discussed CEE's working groups and how members can participate in those.

Jessica Vallentine (Chief Operating Officer), provided an overview of this year's State of the Sector (SOTS) research, thanking those members who contributed to this year's report, confirming that the outputs from this year's research should be available in September.

Jessica also briefly updated the attendees on CEE's new visual identity project alongside launch of a new website, which started in 2024 and will complete in Q4 2025.

Kim Woodcock (Communications & Events Officer) shared details of CEE events (in-person and online) over the past year, alongside an update on the successful Community Energy Fortnight which ran from 1-14 July. Kim informed attendees that CEE moved away from the use of 'X' in late 2024 and that CEE was gaining traction and followers on BlueSky and LinkedIn.

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

5. Election of directors

Emma Bridge (CEO) introduced the director nominations, and thanked CEE's previous Chair, Helen Seagrave, for the significant contributions she's made to the CEE team and the sector, confirming Helen stood down part way through the year due to a change in role as Director of Local Energy at GB Energy.

Emma confirmed that this year three elected directors are retiring by rotation and re-standing and one co-opted director is putting herself forward for election. These are; Pete Capener, Alastair Mumford, Helen Ryder and Emma Lower, respectively. No other nominations were received.

Emma 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. There were six spaces on the board at this election and four candidates putting themselves forward. Voting was a non-competitive ballot.

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

6. Finance update & 2024 draft financial accounts

Helen Ryder (CEE Treasurer) introduced the draft accounts for the year ending December 2024. Attendees were offered the chance to ask questions.

A vote was put forward for approval of the draft accounts for the year ending December 2024 through Zoom's polling function, with only Community Energy England members eligible to vote. The accounts were approved.

7. CEE's priorities for the year ahead

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

8. Election of Directors Result

Emma confirmed Pete Capener, Emma Lower, Alastair Mumford and Helen Ryer were voted onto the board.

10. Any other business

No other business was received.

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