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ALEO SE is kindly sponsored by:

**ALEO South East: Committee Meeting**

**Wednesday 5th June 2019**

**Kindly hosted by Woking Borough Council**

**Attendees**

|  |  |  |
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| Amanda Martin | Dover District Council | Chair |
| Hazel Hill | Bracknell Forest Council | Vice Chair |
| Cath Geoghegan | Arun District Council |  |
| Rachel Jones | Act on Energy | Secretariat |
| Jo Gittings | Act on Energy | Secretariat |

**Apologies**

|  |  |  |
| --- | --- | --- |
| Matthew Bird | Mid Sussex District Council |  |
| Debbie Haynes | Oxford City Council  |  |
| Emma Slade | Portsmouth City Council |  |
| Cati Schiller | Southampton City Council | Treasurer |
| Justin Bailey | Wealden District Council |  |

1. **Minutes of the last Committee meeting**

There were no outstanding actions from the minutes.

1. **Apologies**

It was noted that many of the committee members were not present at the meeting. A request was made to add it into the constitution that executives should be present for at least two of the meetings each year.

* **Action: Secretariat to amend and circulate the constitution accordingly**

1. **AGM & Nominations for Committee Members**

Amanda confirmed that both Justin and Evangeline were happy to be nominated for the committee. Amanda to check with both Debbie and Matthew whether they had confirmed their willingness to stand for Vice Chair and Treasurer respectively.

* **Action: Hazel to hold the bank details until the new Treasurer is confirmed.**
1. **Planning for the next meeting – September / October 2019**

The next meeting will be held in the Board Room at Bracknell Forest Council.

Agenda items to potentially include:

* New Fuel poverty strategy, PRS – when the scheme was ready
* James Kerry from Fuel Poverty BEIS
* Retro-fit industry representative to present on a case study if not too early, RJ offered a potential West Midlands option of real life testing of measures and their performance
* BRE regarding EPCs
* climate change emergency with a specialist session for members based in actions from other LA’s
* QBot regarding under floor insulation
* George Frost, Ichoosr Solar Together Scheme
* Nina from Aran Services, SGN and Happy Energy for sponsors updates
* Heating e.g. Temper Green & Right to Heat.
* **Action: Amanda to provide Secretariat with George Frost, iChoosr details**
* **Action: Secretariat to invite speakers and plan agenda according to availability**
* **Action: Hazel will check availability for end of September / beginning of October 2019**
* **Action: Secretariat to obtain Aran Services logo for documentation**
* **Action: Secretariat to check that all councils are represented and invited to the forums**