



2 Main Street  
Balerno  
EH14 7EH  
15<sup>th</sup> May 2024  
Membership No. «Members\_ID»

«AddressBlock»  
«Post\_Code»

Dear «First\_Name» «Surname»,

### **Harlaw Hydro Members Notification of 11<sup>th</sup> AGM**

This year's AGM will be a physical meeting. However, our virtual AGMs have successfully enabled members for whom being there in person would not have been practical to take part so this year's meeting will be online as well.

The 11<sup>th</sup> Harlaw Hydro AGM will be held in the Ogston Hall of Balerno Parish Church on Friday 7<sup>th</sup> June 2024 from 7.30 to 9.30 pm, with Zoom Meeting; Meeting ID: 890 9001 9405 or simply link to <https://us02web.zoom.us/j/89090019405>

Those attending in person simply need to turn-up and those attending from afar simply need to use the link to join Zoom meeting.

Distributed separately are:-

- Minutes of 2023 AGM
- Verified accounts for year ended 31<sup>st</sup> March 2024
- Questions and Answers relating to the accounts

The online session will allow you to ask questions through the chat function.

#### **Agenda for the AGM**

- i. Minutes from 2023 AGM
- ii. Chairman's remarks
- iii. The Accounts
- iv. Approval of annual accounts
- v. Agreement to verify the accounts
- vi. Appointment of verifier (Gordon Mavor).
- vii. Engineering
- viii. Current Board members
  - Richard Blackburn (elected 2023)
  - Gordon Grassick (elected 2022)
  - Alister Skinner (elected 2023)
  - Martin Petty (elected 2022)
  - Lynn Molleson (co-opted)
  - Jill Gillard (appointed by BVT)
  - Karen Scott (appointed by BVT)
  - Kirsten Roberson (appointed by BVT)
  - Mike Molleson (elected 2023)

Harlaw Hydro Ltd; c/o Balerno Parish Church, 2 Main Street, Balerno, EH147EH  
<http://www.harlawhydro.org.uk>

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- Ian Hynd (elected 2023)
  - Simon Dormer (elected 2021)
  - Andrew Clark (elected 2022)
- ix. Retiring from the Board
- Simon Dormer (elected 2021) retiring by rotation
  - Andrew Clark (elected 2022) retiring by rotation
  - Gordon Grassick (elected 2022) retiring by rotation
- x. Election to the Board
- Simon Dormer
  - Andrew Clark
  - Gordon Grassick
  - Lynn Molleson
  - ANO ?
- xi. Recommended Financial provisions
- maintenance & repair - £18k
  - property - £2.5k
  - donation to BVT - £110k
  - the level of interest paid to members – 5% - £15,375.
- xii. Balerno Village Trust
- xiii. Q & A
- xiv. Wine, juice and nibbles

### **Additional Items**

As members you can raise items for inclusion in the Agenda. Please submit requests by 26<sup>th</sup> May to Harlaw Hydro at the above address or email them to [mpetty712@gmail.com](mailto:mpetty712@gmail.com).

### **Technical Volunteers Wanted**

The day to day running of our system is largely automated but it does require some attention and the team who currently look after this aspect of the society's business will be delighted to hear from anyone who would like to find out more about this interesting and important activity. If you are interested, or know of anyone who might be, then please contact Harlaw Hydro at the above address or email it to [mpetty712@gmail.com](mailto:mpetty712@gmail.com). NB the person/people do not have to be members of the society.

### **Additional Directors**

The Harlaw Hydro Board meets approximately 3 times a year and would welcome one or two more members to join the team. If you wish to be nominated for the Board, please email a photo of yourself and a short paragraph outlining your interest and any relevant skills you would bring. Please submit the request by 26<sup>th</sup> May to Harlaw Hydro at the above address or email it to [mpetty712@gmail.com](mailto:mpetty712@gmail.com). If there are more than 6 nominations, we will hold a secret ballot on the night.

### **Capital and Membership**

For the society to have a long-term future it will need new members to take over from the original membership and it will need to reduce the annual interest payments before

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the society's Feed in Tariff ends in 2034. Put simply we need more members but holding fewer shares.

The society's rules stipulate that one share (£50) is all that is required for someone to be a member. Accordingly, the door is open to new members. They will have the same rights as existing members, but the Board will only allow the purchase of a single share.

In parallel with this we are inviting existing shareholders to sell back their shares, to reduce their shareholding, preferably to a single share, subject to there being sufficient cash available for the buy back, capital has been set aside for this purpose each year. Applications will be paid strictly in the order they are received. If applications for repayment exceed the funds available those affected will be notified and payment will be made at a later date when further funds are available.

If these two measures are successful, we will reduce the level of interest paid, and widen the pool of members able to run the society in the future.

### Interest Payments

If the Board recommendations are accepted, then the interest payments will be made later this year. While most members receive their interest via BACS transfer, or donate it to Balerno Village Trust, there are still a few that receive cheques. Cheques involve additional cost, are labour intensive and branches of banks are harder to find than they used to be. As well as that cheques require double handling by directors and handling by yourself so could I ask all who haven't already done so to please complete the Interest Preference Form at the end of this letter and change their preference to something other than Cheque. If there are any concerns with regard to online payments, then please email me at [mpetty712@gmail.com](mailto:mpetty712@gmail.com).

There are 5 possible options depending on what boxes were ticked on your form.

1. BACS - interest will be paid direct into your bank account.
2. BVTGA – interest will be donated, and gift aided to Balerno Village Trust (BVT) to be used for the benefit of the community.
3. BVT - interest will be donated to Balerno Village Trust (BVT) to be used for the benefit of the community.
4. Cheque - a cheque will be posted to the address you have provided.
5. No Pref – interest will be paid to BVT as No preference has been expressed.

Your interest preference at present is recorded as «Int\_Pref».

**NB** If your preference has not changed and you don't receive a cheque then **you need do nothing** but if:-

1. you have not already completed a payment proforma OR
2. your bank details have changed OR
3. you wish to change your preferences please complete the form below and return it as indicated.

Yours sincerely



Martin Petty  
Chairman



## Annual Interest Payment

Name «First\_Name» «Surname»

Membership No. \_«Members\_ID»

Please select from the following options:-

1. I would like my interest paid direct into my bank account. \_\_\_\_\_

Name of Bank \_\_\_\_\_

Sort Code \_\_ \_\_ \_\_ Account Number \_\_\_\_\_.

2. I would like to donate my annual interest to Balerno Village Trust, (BVT) to be used for the benefit of the community. \_\_\_\_\_

As a registered charity BVT can utilise Gift Aid to reclaim the tax. \_\_\_\_\_

If you are a UK taxpayer and would like to Gift Aid the donation to BVT please tick. Please note that if you Gift Aid your donation and have not paid sufficient tax HMRC may ask you to pay them the tax.

3. I would like to receive a cheque. \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_

When completed please e-mail the form to [mpetty712@gmail.com](mailto:mpetty712@gmail.com)

**OR** post it to:-

Company Secretary  
Harlaw Hydro Ltd  
430 Lanark Road West  
Balerno  
EH14 5SN