

Notes from TEAMS meeting 12th October 2022

Attendees:

Millbrook Parish Council:

Cllr R Mattholie and Karenza Heald, Parish Clerk

Pod Point:

Sheran Guy, Senior Business Development Manager

Adam Nott, Commercial Project Manager

- Current status
 - Electricity supply contract: MPC now under contract with British Gas
 - Meter installation scheduled 24th Oct
 - Date for POD point final commissioning works? [31st Oct]
- Surge Arrester Issue
 - Background - POD point explained that there had been recent change to BS7671 regs recommending installation of surge arrester on all new installation
 - Decision - MPC happy to proceed with surge arrester installation
- Partial Invoicing
 - MPC had agreed in principle to partial invoicing but had not agreed the 95% figure hence paid 75%
 - Agree that final 25% will just be paid on completion (final payment likely at end of Nov)
- Next steps
 - Once unit commissioned POD Point after sales team will be in touch to help set up charging structure on portal
 - Signage installation - POD point can install sign when carrying out final commissioning

Actions:

1. RAMS - POD Point to submit updated RAMS prior to works commencing (Adam)
2. Surge arrester - POD Point to submit quote with explanation of change to BS7671 regs for MPC formal acceptance (Sheran)
3. Signage - MPC to confirm that sign has come with installation kit (Karenza)