

**Notes from a meeting of the
STRONGER TOWNS FUND – PROJECT DEVELOPMENT GROUP (PDG)
held 30 November 2022, 8.30-9.00 am via MS Teams**

Members:	Frank Myers MBE (Chair) Cllr David Hitchiner	FM DH	Herefordshire Business Board / Marches LEP Leader, Herefordshire Council
Attendees:	Ivan Annibal Abigail Appleton Christian Dangerfield	IA AA CD	Rose Regeneration (RR) Principal, Hereford College of Arts (and Chair of Herefordshire Stronger Towns Board) Rose Regeneration (RR)
Apologies:	Cllr Ellie Chowns James Newby Paul Stevens Julian Vaughan	EC JN PS JV	Cabinet Member, Environment and Economy, HC President & CEO, NMITE Hereford Business Improvement District Green Dragon Hotel, Hereford
Notetaker:	Jan Bailey	JB	Herefordshire Business Board

ITEM	NOTES	ACTION
1.	<p>Apologies for Absence</p> <p>Apologies are as noted above.</p>	
2.	<p>Notes of Meeting held 16 November</p> <p>The notes of the PDG meeting held on 16 November were agreed as an accurate record.</p>	
3.	<p>Project updates</p> <p>3.1 Southside</p> <p>3.1.1 CD updated PDG regarding a number of issues to do with the Southside Project, including a projected budget shortfall of circa £250K.</p> <p>3.1.2 CD advised that JN and the other involved project managers were looking to see if further value engineering could be undertaken in order to meet this shortfall. PDG discussed a number of options that could help to bridge the funding gap, but agreed to await further information from JN before any further action is taken.</p> <p>3.1.2 CD advised that Belmont Wanderers' matched funding of £125K had now been confirmed for this year, with the potential for further bids to be made in the next financial year.</p> <p>3.2 Encore</p> <p>3.2.1 CD advised that the Encore Project leader (Cliff Woollard) is continuing to pursue a potential premises option in the city centre. Cliff will be asked to attend a future PDG in order to provide members with a progress update.</p>	RR
4.	<p>Communications</p> <p>4.1 AA advised that a comms plan has now been drafted.</p> <p>4.2 CD floated the possibility of creating a video about the delivery of the Towns Fund Project, potentially through crowd funding. PDG liked this idea but agreed that the objectives of making such a film needed to be clear. If progressed,</p>	

	procurement through a bidding process would be required. FM agreed to seek advice from Helen Bowden and Nic Millington regarding likely costs.	FM
5.	<p>Any Other Business</p> <p>None</p>	
6.	<p>Dates of next meetings</p> <p>Next PDG Meeting – Wednesday 7 December, 8.30 – 9.30 am</p> <p>Next Board Meeting – Friday 6 January 2023, 8.30 – 10.00, then first Friday of each month.</p>	