

**HEREFORD STRONGER TOWNS BOARD
Notes and Action Points
Friday 25 September 2020 at 08.30
Zoom Video Conference**

Chair:	Lauren Rogers	LR	Project Manager, Rural Media
Minute Taker:	Melissa Walker	MW	Growth Programme Support Officer, Herefordshire Council
Board Present:	Ellie Chowns	ECH	Cabinet Member Environment, Economy & Skills, H.Council
	Ian Christie	IC	Big Business Representative / MD, Welsh Water
	Kath Hey	KH	Councillor, Herefordshire Council
	David Langley	DL	Chief of External Engagement, NMITE
	Will Lindesay	WL	Chief Executive, HVOSS
	Frank Myers	FM	Herefordshire Business Board / Marches LEP
	Jesse Norman	JN	MP for Hereford and South Herefordshire
	Ruth Parry	RP	Director of Operations & Marketing, Simple Design Works Ltd
	Paul Stevens	PA	Hereford Business Improvement District (HBID)
	Julian Vaughan	JV	Managing Director, Green Dragon
	Will Vaughan	WV	Hereford Pedicabs and Pedicargo
Board Apologies:	Elise Cummings	ECU	Younger Persons Representative
	Laura Hughes	JH	Director, Signs And Labels
Other Attendees:	Ivan Annibal	IA	Rose Regeneration
	Rebecca Collings	RC	Consultant, The Nichols Group
	Christian Dangerfield	CD	Rose Regeneration
	David Hitchener	DH	Leader of the Council, Herefordshire Council
	Nick Webster	NW	Economic Development Manager, Herefordshire Council
Other Apologies:	Justine Burnett	JB	Senior Project Manager – Capital, Herefordshire Council
	Clare Hannah	CH	MHCLG representative

ITEM	NOTES	ACTION
1.	<p>WELCOME / ATTENDANCE AND APOLOGIES / DECLARATIONS AND REGISTER OF INTEREST</p> <p>Attendance and apologies are recorded above.</p> <p>LR made a declaration that whilst Rural Media are working with Rose Regeneration she is not involved with any of the work being undertaken.</p>	
2.	<p>MINUTES OF LAST MEETING AND MATTERS ARISING</p> <p>Alterations to minutes; page 3, paragraph 8, spelling error, should be skills not kills.</p> <p>With this alteration noted the minutes from the meeting on 04 September were agreed as an accurate record.</p>	
3.	<p>BOARD MEMBERSHIP AND CHAIR UPDATE</p> <p>The board discussed the detail of the attached paper and considered the recommendations.</p> <p>Recommendation: For the reasons given above it is recommended that British Land are invited to join the Board with immediate effect.</p> <p>Approved by the Board</p> <p>ACTION: NW to invite British Land to join the Board</p> <p>Recommendation: That Lauren Rogers is appointed at the new Towns Fund Board Chair and that the third placed Board member in the Vice Chair election process is appointed as the new Vice Chair.</p> <p>Approved by the Board</p>	NW
4.	<p>ENGAGEMENT PLAN & TIP PROGRAMME</p> <p>IA provided information about his experience and background, and ran through the detail of the attached document. The paper sets out options for the development of projects and suggests forming a number of Board Sub-Groups to ensure the full remit of the Towns Fund Guidance around engagement and project robustness are achieved.</p> <p>The Board discussed the detail of the paper and the work required to progress the submission. It was acknowledged that a lot of work is required in a short timeframe and discussions took place about the available budget and the level of information required for each stage of the submission.</p>	

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	<p>CD provided an update on engagement work undertaken to date and outlined the plan for engagement work going forward. He welcomed input from the Board on ideas or suggestions they may have, i.e. how can engage with sectors, and is keen to work with members of the board to champion sectors. He acknowledged that the Board have a lot of local experience and stated that their input will be very valuable. It was stressed that all areas of the city need to be engaged with and it was suggested that the pop-up presentation pods should also visit the Kindle Centre, Saxon Gate Centre, etc. Schools, Colleges and Higher Education Facilities should also be included in any engagement work.</p>	
<p>5.</p>	<p>PROJECT IDEAS KICK OFF SESSION</p> <p>IA ran through an ideas grid for projects that could be progressed that meet with what the government want to see delivered. The board felt it was interesting to hear an outside view of what are seen as potential projects, and to see how someone else sees our city. It was stressed that areas south of the river need to be included, these are missing at present.</p> <p>Discussions took place about who could have input in areas specific to their areas of expertise. It was acknowledged that this needs to be progressed quickly.</p> <p>ACTION: LR to send out email to establish areas of expertise and who will sit on each of the sub-groups</p>	<p>LR</p>
<p>6.</p>	<p>ANY OTHER BUSINESS - Chair</p> <p><u>Ministerial Visit / Additional Funding</u> – Jesse Norman</p> <p>JN advised that he had been told that Hereford will be awarded an additional £1m to progress through the Towns Fund. He felt this was influenced by the excellent ministerial visit on 11 September when Robert Jenrick MP, Secretary of State for Housing, Communities and Local Government visited the city. . He felt it was a sign of confidence in the city.</p> <p>It was queried if this additional funding will be taken from the £25m; JN advised that he had queried this but had received no response yet, he stressed he will fight to stop them taking the £1m away from the £25m.</p> <p>It was queried if it is just Hereford receiving this additional funding, and what the timeframe is; JN advised he hasn't been given the full details yet, his impression is that it's not being done for all of the towns, will know more when the announcement is made.</p> <p><u>Conflicts Of Interest</u></p> <p>It was queried if the COL forms have been circulated; NW advised he hoped to send them out the following week.</p> <p>ACTION: NW to circulate Conflicts Of Interest forms for completion</p> <p>ACTION: Board Members to complete the Conflicts Of Interest form and return to NW</p> <p><u>Website Page for Towns Fund</u> – Nick Webster</p> <p>Details of the Board need to be shared on the HC website, along with copies of minutes, etc. This is being progressed at present. It was suggested the Board members could include details of it on their own websites also.</p>	<p>NW ALL</p>