

**Notes from a meeting of the
STRONGER TOWNS FUND – PROJECT DEVELOPMENT GROUP (PDG)
held 8 March 2023, 8.30-9.30 am via MS Teams**

Members:	Abigail Appleton	AA	Principal, Hereford College of Arts (and Chair of Hereford Stronger Towns Board)
	Cllr Kath Hey	KH	Councillor, Hereford City Council
	Cllr David Hitchiner	DH	Leader, Herefordshire Council
	Paul Stevens	PS	Herefordshire BID
Attendees:	Ivan Annibal	IA	Rose Regeneration, RR
	Christian Dangerfield	CD	Rose Regeneration, RR
Apologies:	Cllr Ellie Chowns	EC	Cabinet Member, Environment and Economy, HC
	Frank Myers MBE (Chair)	FM	Herefordshire Business Board / Marches LEP
	James Newby	JN	President & CEO, NMITE
	Julian Vaughan	JV	Green Dragon Hotel, Hereford
Guest Speaker:	Steve Kerry	SK	Hereford City Council
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>Electric Buses Project Update</p> <p>3.1 SK provided an update on progress with the electric buses project:</p> <ul style="list-style-type: none"> • The bus provider has been chosen and a deposit paid • Next capital items will be in relation to external signage and bus shelters • Tenders from bus operators now received and are being considered. The most competitive bid is higher than anticipated, so looking at where savings can be made elsewhere • Remaining issues to do with the location of the bus stop at Hereford Railway Station and access to Widemarsh Street are being discussed with relevant parties • Anticipated that the buses will be operational from September 2023. <p>3.2 SK will provide a full written briefing for circulation to PDG members.</p>	SK/JB
3	<p>Digital Cultural Hub Project Update</p> <p>3.1 IA advised that a number of meetings have been held to discuss how to bridge the gap between the market valuation of the Packer's House building and the vendor's sale price. A potential solution has been found, the details of which will be provided by RR in a report to Board.</p> <p>3.2 If agreed, a Project Adjustment Request will have to be submitted to DLUHC to outline the proposed changes to financial arrangements, albeit planned outputs will remain the same.</p>	RR
4.	<p>Any Other Business</p> <p>4.1 CD advised that an end of financial year capital spend/commitments document is being compiled.</p>	

	<p>4.2 AA provided an update on the communications contract. Following strong interest and shortlisting of three candidates, the contract will be awarded shortly.</p> <p>4.3 PS advised that a number of interested individuals had come forward following the recent advertisement for Board members.</p> <p>4.4 CD advised that Alex Collins (DLUHC Rep) will be visiting Hereford on 21 March. PDG attendees agreed to CD's suggestion to invite Project Sponsors to meet Alex. If any PDG members wish to be present, please let CD know.</p>	All
5.	<p>Dates of next meeting</p> <p>Next PDG Meeting – Wednesday 15 March, 8.30 – 9.30 am, remote</p> <p>Next Board Meeting – Friday 14 April 2023, 8.30 – 10.00, venue tbc, then first Friday of each month.</p>	