

STRONGER HEREFORD

Notes from a meeting of the STRONGER HEREFORD – PROJECT DEVELOPMENT GROUP (PDG) MEETING held on 30 July 2025 from 8.30 – 9.30 am via MS Teams

Members:	Frank Myers MBE Abigail Appleton MBE Graham Biggs Paul Stevens	FM AA GB PS	Chair Principal, Hereford College of Arts (and Chair of Hereford Stronger Towns Board) Councillor, Herefordshire Council Hereford City BID
Attendees:	Ivan Annibal Christian Dangerfield Jane Mann	IA CD JM	Rose Regeneration (RR) Rose Regeneration (RR) Rose Regeneration (RR)
Guests:	Chris Tipping	CT	Belmont Wanderers (item 3 only)
Apologies:	James Newby	JNe	President & CEO, NMITE
Notetaker:	Jan Bailey	JB	

ITEM	NOTES	ACTION
1.	New Declarations of Interest None	
2.	Notes of Previous Meeting and Matters Arising	
2.1	The notes of the PDG meeting held on 16 July 2025 were approved as a correct record.	
2.2	AA requested that Rachael Sanders is invited to future PDG meetings.	RR
3.	Belmont Wanderers Project	
3.1	CT provided an overview of the current position of this project. He highlighted good progress on the 3G pitch and car park construction. However, he advised that he would be attending a critical meeting this afternoon with the building contractor's CEO to discuss a resolution to the significant cost escalation relating to the building construction.	
3.2	It was agreed that CT would meet with CD/the Chair on Thursday 31 July to advise of the outcome of those discussions so that they can brief the Board on Friday. CT will also prepare a written paper that outlines the current situation.	CT
3.3	CT advised that the Football Association, who are part-funding this project, have minimum standards for the building that must be adhered to for draw down of their funding. Therefore, the discussions with the contractor today are of critical importance.	
3.4	CT updated PDG on a potential Project Manager available to help him with the delivery of the project. He is meeting with them soon and will update members on the outcome. CT left the meeting.	
4.	Introducing Jane Mann	

4.1	IA introduced JM who has been appointed by RR to support additional reporting requirements requested by the Board and in light of Joni Hughes' departure. JM is a CIPFA qualified accountant with significant experience, including work in local authorities.	
4.2	IA referred to a document that had been circulated to members in advance of today's meeting. This outlines five implementation steps towards a baseline review process: Data Collection; Baseline Review; Sustainability Assessment; Reporting and Stakeholder Engagement; and Ongoing Monitoring and Legacy Planning. The first four steps will take place between July and October 2025; the last step from October until April 2026. He advised that JM would begin this work w/c 4 August.	
4.3	The Chair asked that the process includes a reconciliation of what was proposed to be bought in the 15 original agreed project plans, what has so far been bought and what remains to be bought. IA confirmed that this was part of the process.	
4.4	AA queried whether an approvals process had already been agreed, as previously discussed by PDG. IA said that it had in principle and would be formalised following further discussions with Rachael Sanders (Section 151 Officer), JM, AA, FM and council officials). Attendees commented on the importance of being able to track expenditure against original project plans and costings. IA left the meeting.	
5.	'Plan B' – Legacy Paper	
5.1	The Chair referred to a paper circulated prior to today's meeting that outlined a process for attracting requests for funding from any monies left unallocated at the end of the programme (both the local and national programme).	
5.2	Attendees confirmed that they would be happy for this to be used as a basis for discussion at Board.	
5.3	PS raised concerns that Plan B projects may be delayed by planning and lease adjustment delays at some projects and suggested that we should encourage more efficient action by Herefordshire Council.	
6.	Any Other Business None.	
7.	Date of Next Meetings PDG – TBC Board – Friday 1 August, 8.30-10am (hybrid and in person at Hereford College of Arts, College Road campus).	