

**Secretariat of Wexford Public Participation Network (PPN)  
Meeting on 08.11.2016**

**Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)  
Held on Tuesday 8<sup>th</sup> November 2016 at 10.30am. in Block A,  
County Hall, Carricklawn, Wexford.**

**Attendance:**

PPN Secretariat Members:

Mr. Seán Quirke	Community & Voluntary Sector (Facilitator)
Mr. Kevin Molloy	Gorey Municipal District
Mr. John Carr	Wexford Municipal District
Ms Frances Ryan	New Ross Municipal District
Mr. Paddy Redmond	Enniscorthy Municipal District
Mr. Thomas Cullen	Social Inclusion Sector
Ms Susan Murphy	Social Inclusion Sector
Mr. Pat Rath	Community & Voluntary Sector
Ms Sara Kelly	Environmental Sector

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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**1. Adoption of the Minutes:**

The minutes of the PPN Secretariat meeting of the 30<sup>th</sup> September 2016 were proposed by Frances Ryan and seconded by Paddy Redmond.

**2. Matters arising:**

**New Ross Area Community Issues** – PPN Support Officer advised that Mr Mackey had informed her that the issue was now being dealt with through targeted SICAP action and thus no further meeting was needed. In addition, Frances Ryan advised of work undertaken by herself & Susan Murphy with the Fáilte Women’s group, which involved setting up of a meeting with Mary Walsh O’Shea, Local Literacy Co-Ordinator (New Ross) WWETB to determine needs and develop a plan of action for the group.

**3. Correspondence:**

PPN Support Officer reviewed correspondence received, all of which had been circulated in advance of the meeting.

**Action 1:** A decision was taken to invite Community Finance to give a short 15 minute presentation to the Secretariat. PPN SO will arrange same.

**Action 2:** The distribution of the UL survey to PPN Members is to be delayed until after the November plenary meetings. PPN SO to arrange same following these meetings.

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### **4. Update on Representation Requests & Positions to be Filled**

PPN Support Officer referred members to the Formal Representation request from Sports Active.

**Action** There was a query on Section 2, Rep Requirements which is to be referred back to Sports Active for clarification and review at the next meeting.

PPN Support Officer outlined details of positions to be filled, which will be looked at once the membership review is completed. Frances Ryan tendered her resignation from the Housing, Community & Environment SPC and thus this seat will also now need to be filled.

**Action:** PPN SO to Advise County Secretary of Frances Ryan's resignation, a copy of which will be sent to the Chairperson of the Housing, Community & Environment SPC

Paddy Redmond requested an update on Rep attendance at SPCs. PPN gave a verbal update and raised concern of one long term absence of Maria Mahon, Social Inclusion College Rep on JPC. It was proposed by Frances Ryan & seconded by Thomas Cullen to write to Maria Mahon re absence. PPN SO to also talk to Ger Mackey re LCDC absences and options.

**Action:** PPN SO to send out summary of attendance record and to write to Maria Mahon re absence. PPN SO to discuss LCDC absences with Ger Mackey.

### **5. Municipal District Plenary Meeting Update**

PPN Support Officer advised of meeting planning progress. MD reps to run all meetings, and to arrange supports for the night also. Where possible, one College Rep should attend each MD meeting. Individuals to liaise directly with MD reps re availability and taks allocation

**Action:** All to advise MD reps of availability and assistance available. MD reps to confirm facility requirements for their nights with PPN SO. PPN SO to provide sign in member sheets for each evening.

### **6. Finalising MOU & SLA**

PPN Support Officer reviewed the current document and a discussion was held regarding minor changes.

**Action** – PPN SO to revise and send for approval before formal issuing to WCC

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**7. Membership & Voting Rights Review**

It was agreed to hold another Secretariat meeting in two weeks to review memberships in question. PPN SO raised the issue of Voting Rights and a unanimous decision was taken to allow one vote per member organization with this to be reviewed annually.

**Action:** PPN SO to draw up draft Voting Rights note and distribute for approval. Meeting to be held on Thursday 24<sup>th</sup> November at which membership will be reviewed.

**8. AOB**

- PPN SO asked for clarification of Per Diem payments and it was agreed that all attendances on behalf of PPN where pre-agreed would be payable including plenaries, MD meetings, focus group meetings and meetings such as PPN Pop Ups
- PPN Support Officer to attend Salesforce Database Training in Cork on Monday 21<sup>st</sup> November.
- Mr Sean Quirke discussed the success of the radio interview and suggested consideration of a regular radio slot for PPN going forward.

The facilitator of the next meeting will be Sean Quirke, and if unavailable John Carr. The next meeting will be held on 10.30 a.m. on **Thursday 24<sup>th</sup> November 2016** downstairs in meeting room 3, Block E, County Hall.

This concluded the business of the meeting which was followed by a Workplan Workshop.

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Facilitator

Dated \_\_\_\_\_, 2016.

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Second Member