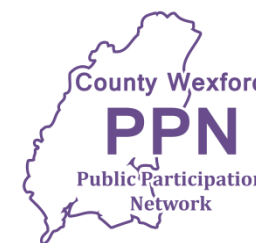


PPN Meeting Report



PPN Rep Name	n/a
Committee Name	Secretariat Meeting
Date of Meeting	13 th December 2021
Specify in person or online	Online - Zoom

Other Reps who fed into this report (if applicable)
<p>In attendance:</p> <p>Kevin Molloy, KM (Facilitator)</p> <p>Simon Boyse, SB</p> <p>Breda Cahill, BC</p> <p>Ann Lacey, AL</p> <p>Noel Stacey, NS</p> <p>Kamal Tribak, KT</p> <p>David Doyle, DD</p> <p>Monica Gaynor, MG</p> <p>Philip Hickey, PH</p>

Agenda Item	Notes	Outcome/Decisions Made	Actions Required - by Whom & When
1. Apologies / Condolences	John Carr, Colin Redmond, Tommy Cullen and Bernard O'Leary,	Condolences were expressed by those attending to KM & BO'L in relation to recent bereavements in their families.	None.
2. Minutes from previous meeting	Minutes of the meeting of 22nd November 2021.	Proposed by Noel Stacey Seconded Breda Cahill	MG to update as Final Minutes.
3. Matters arising from minutes	<p>Training</p> <p>Nominations for LCDC Reps</p>	<p>HR Training was discussed, MG advised that Yvonne Byrne had been contacted however it was stated that the specifics of the training would be required.</p> <p>Nominations for LCDC are to be sought immediately via Salesforce. It was agreed at the meeting that the closing date for nominations would be the 7th January 2022.</p>	<p>Training needs to be fully established at the next Secretariat Meeting and when sub-committees have been filled.</p> <p>MG / PH to issue appropriate nomination requests.</p>

4. The Setting of dates for Secretariat Meetings to be held in 2022.	It was proposed by Kevin Molloy that for this to happen it is best to hold a meeting that all members of the Secretariat could attend.	To try and facilitate everybody, it was agreed to hold an evening meeting to include dinner for the next meeting in January and set out further dates for Secretariat Meetings for 2022. It was also agreed to fill all the sub-committees on the same night when all Secretariat are in attendance.	MG to check with Riverside Hotel and liaise with Secretariat members as to availability and dates for January 2022.
5. Correspondence	PPN Applications for Bree Youth Club & Wailing Women	KM sought assistance with these and Breda Cahill will assist in the evaluation of them.	KM will advise MG of the decision reached regarding approval.
6. Report on Finance Sub-Committee Report / Budget for 2022	It was noted that MG had been heavily involved in negotiations with the Council and the Dept and that as a deadline had been set by the Dept that proposals were required that would ensure a carry over fund for 2022 was requested.	It was agreed that MG would include the Strategic Plan, Review of Community Wellbeing Statement, technology updating, research and promotion in the request to the DRCD for the carry over fund into 2022.	MG to write to the DRCD to carry over funding into 2022.
7. Filling of Sub-Committee seats	Finance Sub-Committee DT&C, (Development, Training and Communications) Staff Liaison Committee, Disability and Plenary Committee.	It was decided to have 5 Municipal District reps on the Finance Sub-Committee i.e., KM, BOL, JC, AL, and SB. These are to be finalised at the planned evening meeting for January 2022.	None MG to put on agenda for the planned meeting.
8. Appointments to Co. Co. and other Committees.	Nomination process for the LCDC members will begin this week.	MG / PH advised of their training on Salesforce and that records were in order which would allow to begin the nomination process.	MG / PH to initiate the nomination process.

9. Formation of an Interim Committee for the LCDC to meet with Wexford County Council reps.	A review meeting(s) with the seniors of the Community Dept was suggested by KM and could cover a few matters including the filling of seats as well as the MOU.	BC/DD/KT and KM along with MG would be the representatives for the meetings. KM felt it would be best if these meetings were proposed to be held in person.	MG will contact Ger Mackey to establish suitable times.
10.AOB.	MG / PH advised on the re-registration process which could not begin until further training provided on Salesforce. It was also advised that it had been suggested to allow at least one month for the whole exercise.	Salesforce training to be provided to MG / PH on the 6 th January 2022 by Brigid Dunne.	MG will update the Secretariat once the training has been completed.
11.Date and location of next meeting.	Planned evening meeting will be in January 2022 at a venue to be advised.	KM and MG to discuss	MG to confirm date and location.
Other Comments/Actions required from PPN			

Date of next meeting	January 2022 TBC	Signed (PPN Rep)	Report compiled by Monica Gaynor Dated 13.12.2021
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