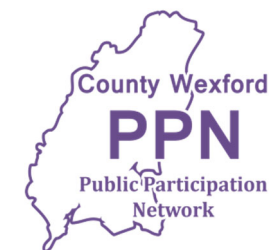


<b>2PPN Rep Name</b>	n/a
<b>Committee Name</b>	Secretariat Meeting
<b>Date of Meeting Specify in person or online</b>	12 <sup>th</sup> April 2023 at 10.00 am.  In-person in Upstairs Training Room County Hall Wexford.

<b>In Attendance:</b>
In attendance: Patrick Rochford, <b>Facilitator</b> Linda Sinnott Breda Cahill Kevin Molloy Tommy Cullen Ann Lacey Ian Ludlow Philip Hickey



<b>Agenda Item</b>	<b>Notes</b>	<b>Outcome / Decisions Made</b>	<b>Actions Required – By whom and when</b>
1.	Welcome and apologies.	Bernard and Kamal had sent their apologies. Simon did not attend.	None.
2.	Selection of Facilitator.	Patrick agreed to act as the Facilitator and it was agreed that his term would be for 4 months. This was proposed by Linda and seconded by Breda.	None.
3.	Matters arising from the minutes for the 13 <sup>th</sup> March 2023.	Kevin raised a question in regard to his standing as a member of the Secretariat. It was agreed by all that as a formal election process had not been initiated nor agreed on, that all current members would continue in their roles until such time that determined otherwise.  All other items had been progressed or were on the agenda for this meeting.	None.
4.	Agreement of minutes from meeting of 13 <sup>th</sup> March 2023.	Minutes were proposed by Linda and seconded by Tommy.	None.

5.	Memorandum of Understanding with Wexford County Council.	A sub-committee meeting was requested for Friday the 14 <sup>th</sup> April in order to finalise this document ahead of liaison with the County Council. Ian voiced concerns over the delay in completing the MOU and highlighted the fact that this document is required by the DRCD to facilitate funding for the year.	Ian to arrange meeting room for sub-committee.
6.	Constitution	A draft document was submitted by the sub-committee prior to the meeting and distributed to all members of the Secretariat. It was recognised that it was a starting point and that work was required before it could be issued or ratified.  Amendments or suggestions to be sent by email to the sub-committee.	Secretariat to review draft Constitution and revert with any changes needed.
7.	Budget & Workplan / Finance Update.	Ian updated and clarified information on the documentation that needed to be submitted to the Dept. in order for them to release funding.  In light of earlier discussions regarding the Memorandum of Understanding, it was agreed that the Budget & Workplan presented earlier and the required documentation for the Income & Expenditure, should be forwarded to the Dept.	Ian will submit the documentation that is ready to go to the Dept.
	Meeting Break.		
8.	New Registrations.	In total there were 8 new Registrations.  The following groups were approved for membership – Soul Sanctuary / Tuesday Afternoon Club / Rosslare Harbour Village Improvement / Ballyhack & Arthurstown Residents Association / Naomh Éanna GAA Club / New Ross Youth Club / Ros Residents Group / New Ross Women’s Shed.	Philip will convert the records on Salesforce.  Ian to review format of registrations for Secretariat review.

9.	Correspondence	<p>The only correspondence discussed was the suggestion that the PPN could apply for funding under the 2023 Community Safety Innovation Fund.</p> <p>However, it was felt that this was not viable at this time or if Wexford PPN could be considered as eligible. The particulars of the funding have been notified to our member groups in our Funding bulletin.</p>	None
10.	Municipal District Meetings Review – Actions Points. Meetings	<p>With the meetings ongoing, the attendance by members of the Local Community Gardai was highlighted as a positive and it was felt that the relationship between them and Wexford PPN should be developed. Numbers attending were disappointing but positive participation did take place at the meetings.</p> <p>PPN bulletins are being very well received and members complimented the content of them.</p> <p>It was agreed that summary reports for each meeting would be completed which would feed into an overall 'Key Action Points' report as was produced following the last round of meetings.</p> <p>The Gorey MD meeting has yet to be arranged but it was hoped that this would take place before the end of the month.</p>	Gorey meeting to be arranged.
11.	Plenary Meeting	It was agreed that a different format would apply and it would be based on Ian's suggestion. A provisional date of 25 <sup>th</sup> May was suggested and a preferred venue was selected – Riverside Park Hotel, Enniscorthy.	Ian will check on availability of the venue and source speakers for the event.
12.	Code of Conduct Review	Kevin asked for clarification on what action the Secretariat of the PPN would be taking in regard to various communications submitted by a PPN Representative. He was aggrieved with the direct reference to him and his position on the Secretariat in the communications.	Patrick agreed to consider the matter with Ian and will revert to Kevin on behalf of the Secretariat.

13.	AOB	<p>Philip advised of Wexford Local Development's schedule for LEADER consultations taking place in the coming weeks. Details of these dates have been circulated to member groups.</p> <p>Patrick advised that himself and Ian had submitted an online submission for the LECP on behalf of the PPN.</p> <p>With the possible changes to the control of the LEADER programme, Philip also advised that changes may occur in regard to PPN representation on the LCDC. When full details are known, any necessary changes will be reviewed.</p>	Philip will encourage groups to get involved with the consultations via our bulletins and Social Media channels.
14.	Date of Next Meeting	Monday the 8 <sup>th</sup> May.	Confirmation and agenda will be issued prior to the meeting.