

Secretariat of Wexford Public Participation Network (PPN) Meeting on 11.3.2016

Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)
Held on Friday, 11th March, 2016 at 10.30 a.m. in Block A,
County Hall, Carricklawn, Wexford.

Attendance:

PPN Members:

Mr. Seán Quirke	Community & Voluntary Sector (Facilitator)
Ms. Frances Ryan	New Ross Municipal District
Mr. Kevin Molloy	Gorey Municipal District
Mr. John Carr	Wexford Municipal District
Mr. Thomas Cullen	Social Inclusion Sector
Mr. Paddy Redmond	Enniscorthy Municipal District
Ms. Jacqui Eydt	PPN Resource Co-ordinator

1. Apologies:

Mr. Pat Rath	Community & Voluntary Sector
Ms. Susan Murphy	Social Inclusion Sector

2. Adoption of the Minutes:

The minutes of the PPN Secretariat meeting of the 18th December 2015 and 12th February 2016 were proposed by Ms. Frances Ryan and seconded by Mr. John Carr.

3. Correspondence:

- The Linkage Groups and Representatives details were circulated to the PPN groups as was contact details.
- Training for Secretariat in Kilkenny to be deferred until next meeting.

4. Matters arising:

Kevin Molly's presentation on the Active retired groups was deferred until the next meeting.

The re-registration of groups is to be put on the Agenda for the next PPN Secretariat meeting.

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5. Presentation on The Three Sisters

Rosemary Grant and Anne Marie Laffan from the Three Sisters Bid Team gave the PPN Secretariat a presentation on the Three Sisters bid to become European Capital of Culture for 2020.

Wexford, Waterford and Kilkenny have a combined bid.

The Secretariat discussed their involvement. It was decided that four PPN Municipal District meeting will be held in April and the team can give a presentation at each to promote cross cultural collaboration among groups.

The Wexford PPN Secretariat agreed that in order to show a unified effort in making the Bid that the PPN Secretariats and resource workers and three sisters bid teams from Waterford and Kilkenny are to be invited to a meeting to be held the Brandon House Hotel New Ross on March 22nd or 29th or 5th April.10.30 a.m.

6. PPN logo and branding

John Carr presented a sample Logo to the Secretariat and it was decided to defer this item until the next meeting when more details will be available.

7. PPN Members expenses

The travel expenses for PPN elected representatives on Council SPC's and LCDC was referred to the Council and it was confirmed that the Council passed a motion that expenses are payable to the PPN representatives on the Council Committees.

The PPN Secretariat expenses (as these are paid from the PPN annual allocation) were discussed and it was agreed that the form previously circulated would be amended to include car registration number. It was also agreed that this form be circulated to each of the PPN Secretariat members along with dates attended meetings in 2015. Completed forms will be brought to the next Secretariat meeting.

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8. Reporting Structures for Committees

It was agreed to form a subcommittee comprising of Frances Ryan, Sean Quirke, Kevin Molloy and John Carr to discuss reporting structures for PPN reps on the Council Committees. This subcommittee will meet on 16th March in the County Hall, Wexford at 10 a.m. The elected PPN representative on the Council is to be invited to attend the Next Secretariat meeting at 12.00 a.m.

9. Filling of vacant positions on the Secretariat

The filling of two Environmental positions on the Secretariat is to be arranged. The Resource worker is to arrange same along with postal voting. If possible the votes can be opening at 12.00pm after the PPN Secretariat meeting scheduled for the 15th April 2016.

9. PPN Municipal meetings

The following dates times and Venues were agreed for the PPN Municipal District meetings in April.

Municipal District	Venue	Date	Time
Enniscorthy	The Community Centre, Oylegate, Enniscorthy	11 th April 2016	7.30 p.m.
New Ross	Dunbrody Visitors Centre, The Quay, New Ross	12 th April 2016	7.30 p.m.
Gorey	The Loch Garman Arms Hotel, Main Street, Gorey	18 th April 2016	7.30 p.m.
Wexford	Clonard Community Centre, Clonard Wexford	21 st April 2016	7.30 p.m.

The following items will form the Agenda for the evening at each.

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- Presentation for The Three Sisters Bid
- Introduction to the members on the Council Committees(SPC's etc.)
- Presentation from Wexford Local Development(WLD)on available government funding.(John Carr to contact WLD and arrange same)
- Open Forum

Note PPN Registration facility will be available on the night

10. Procedure for Handover to Resource Worker

The Council Chief Executive Officer is currently recruiting for the Position of full time Resource Worker for the PPN. The Secretariat agreed that he should continue with the complete recruitment process including arranging a suitable interview board.

11. Proposed Facilitator and items for next agenda.

It was agreed that Sean Quirke will facilitate the next PPN meeting.

The following items are to be included on the Agenda for the next Secretariat meeting

1. PPN Logo and branding
2. Report form Communication sub committee
3. How to address non registered groups with the PPN
4. Presentation on Active Retired

12. Any Other Business

A list of PPN groups that did not reregister in 2015 16 was circulated to each member of the Secretariat.

The Resource Coordinator informed the Secretariat that a draft PPN submission is currently being compiled and it will be emailed to them, as the time for submission is close it is imperative their comments are submitted promptly.

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Training for PPN Secretariat will be discussed at the next meeting

New PPN applications received and review are to be added to database or queried as decided.

The Next meeting will be held on 10.00 a.m. on Friday 15th March 2016.

This concluded the business of the meeting.

Facilitator

Dated _____, 2016.

Second Member