

**Secretariat of Wexford Public Participation Network (PPN)  
Meeting on 24.01.2017**

**Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)  
Held on Tuesday 24<sup>th</sup> January 2017 at 10:00 am in Block A,  
County Hall, Carricklawn, Wexford.**

**Attendance:**

PPN Secretariat Members:

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

Other Attendees

Ms Annette Dupuy	PPN Support Officer
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**Apologies :**

PPN Secretariat Members:

Ms Susan Murphy	Social Inclusion Sector
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**1. Meeting with Proposed Facilitator for Plenary**

Ms Marguerite Ahearne of Aherne Collins & Associates joined the meeting to discuss the options and approach for Plenary discussion session. With further discussion later in the meeting it was decided to focus on one key theme 'In what way can the PPN help you and your Group?'

**Actions:** PPN SO to work with Ms Ahearne on developing the discussion session & confirming costs. Ms Ahearne to be asked to come to the next Secretariat meeting, to conduct table facilitator training, for Secretariat Members.

**2. Adoption of the Minutes:**

The minutes of the PPN Secretariat meeting of the 10<sup>th</sup> January 2017 were proposed by John Carr and seconded by Pat Rath.

**3. Matters arising from the Minutes:**

While there was some discussion on the previous meeting there were no matters arising outside of the agenda items.

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### **4. Correspondence:**

PPN Support Officer reviewed correspondence received.

A discussion was held regarding Bernie Mullen's query on PPN support for attendance at Energy Action conference. It was proposed by Pat Rath and seconded by John Carr that Ms Mullen be funded to attend the event (€60 event fee, plus €25 per Diem) on the basis that she provides a written report on the event and the information provided for distribution to the wider PPN

**Action** PPN SO to discuss with Ms Mullen and arrange conference booking.

A discussion was held regarding Ray Murphy's community meetings. There is no-one available to attend on 26<sup>th</sup> January but John Carr may be available for Feb 3<sup>rd</sup>

**Action:** PPN SO to send Flyers to Mr Murphy for 26<sup>th</sup> Jan and to discuss possible attendance for 3<sup>rd</sup> Feb.

### **5. Representations**

Nomination form for Joy L Rice as Gorey Riverchapel LPF PPN Rep reviewed. As the only nominee she was deemed elected - proposed by Frances Ryan and seconded by John Carr. PPN SO to get in touch with Courtown Riverchapel groups to try and fill remain places on an interim basis by Friday

**Action** PPN SO to contact Ms Rice and to progress interim filling of remaining seats. PPN SO to advise Ger Mackey on Friday 27<sup>th</sup> of PPN Reps.

### **6. Reps Roundtable**

Agreement to proceed with IT Upskilling Training for Reps, through CTEC. Reps Charter & Report Template to be sent to Reps

**Action** PPN SO to arrange Training and to issue draft Charter & Report Template to Reps. Secretariat Member to review charter and revert in advance of next meeting with any proposed revisions.

### **7. Planning for County Plenary**

A query was raised regarding payment for Davy Fitzgerald & Sean Quirke is to review and revert. Order of event was revised to include a section to allow the Plenary to ratify necessary decisions. Discussion held regarding what needs to be ratified. All to review and revert. Bus to event to be arranged based on demand levels. PPN SO to investigate Radio advertising & Interview. Paddy Redmond & PPN SO to meet with hotel in advance of next meeting to discuss layout etc.

**Actions:** Sean Quirke to revert re Davy Fitzgerald payment and speaker timing  
Paddy Redmond & PPN SO to meet venue prior to next meeting

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PPN SO to advise members of event and determine bus interest

All to consider and revert on items to be ratified, at Plenary. PPN SO to refer to guidelines and to discuss at Workers Network meeting.

PPN SO to investigate radio advertising and interview, with a preference for morning slot.

**8. AOB**

PPN SO raised the issue of conference attendance and the importance for Wexford PPN. Following a discussion it was proposed by Paddy Redmond & seconded by John Carr that a policy of one person funded and other pre-agreed attendees to receive Per Diem payments for attendance on behalf of PPN to agreed conferences of relevance. Funding is based on an assumption of provision of a written report on the event, by the supported member, suitable for distribution to the PPN members.

It was agreed that Frances would attend the free Respond conference on 10<sup>th</sup> Feb & receive a Per Diem payment. An attendee for the Community Connect conference on March 1<sup>st</sup> is to drawn from lots of those interested at the next meeting.

Earlier in the meeting Thomas Cullen raised a query regarding provision of information to members regarding LEADER Funding. Pat Rath clarified the process and the progress of the LCDC to date & PPN SO advised that details of the first call which included Community Centres was sent to members at the time.

PPN SO asked if anyone intended to come along to meeting with WLD SICAP team which is to discuss plans for 2017 to avoid duplication and to encourage collaboration. Sean Quirke may attend – TBC.

The facilitator of the next meeting will be Paddy Redmond. The next meeting will be held at **10.30 on Tuesday 7<sup>th</sup> February 2017** at, upstairs meeting room Block A, County Hall.

This concluded the business of the meeting.

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Facilitator

Dated \_\_\_\_\_, 2017.

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Second Member