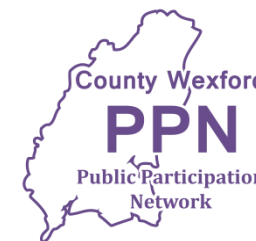


PPN Meeting Report



PPN Rep Name	n/a
Committee Name	Secretariat Meeting
Date of Meeting Specify in person or online	11 th October, 2021 Commenced at 10.00 am Via Zoom

Other Reps who fed into this report (if applicable)
In attendance : Bernard O'Leary (Facilitator) BO'L John Carr, JC Noel Stacey, NS Ann Lacey, AL Kevin Molloy, KM David Doyle, DD Monica Gaynor, MG

Agenda Item	Notes	Outcome/Decisions Made	Actions Required - by Whom & When
Apologies	Jonathan King		
Minutes from previous meeting	Minutes of the meeting of 13 th September, 2021 Minutes of the meeting of 6 th October, 2021	Proposed by Noel Stacey Seconded by Ann Lacey Proposed by Bernard O'Leary Seconded by David Doyle	MG to send out amended minutes.
Matters arising from minutes	Training	HR Training to be completed.	MG to contact Peninsular HR, The Wheel & Carmichael about HR training
Correspondence	Membership Approval	Rosslare Rangers Fastnet Rovers AFC Ballyhogue.ie Light up Glenbrien	Notify all groups.
Sub – Committee Reports	Finance Sub-Committee	To be discussed at meeting of 8 th November.	None
Finance Report	DRCD PPN Financial Control documents	All Financial matters adjourned until 8 th November. Proposed by Noel Stacey	None

	Payments for approval (plenary zoom master & expenses)	Seconded by Bernard O'Leary Cost for plenary to be confirmed.	JC to get cost.
Staff Update	Monica Gaynor appointed as Resource Worker Support Officer is absent at moment	None	None
Nominations for LCDC	Lucy Medlycott has stepped down from PPN representative from LCDC.	New Representative required to replace Lucy Medlycott	MG to check with Claude Clancy when position is available.
Elections	Elections for Enniscorthy MD and Community & Voluntary Pillar to be held.	Elections for 1 seat for Enniscorthy MD and 2 seats for Community and Voluntary Pillar. Enniscorthy MD Breda Cahill Bernard O'Leary Community & Voluntary Pillar Breda Cahill Anslem Diaz David Doyle Al Fitzgerald	MG to prepare following documents to be sent out in post: 1. Letter 2. Ballot Papers with PPN seal 3. Freepost Envelope 4. Candidate Profile Secretariat Members to help MG send out Ballot papers on Monday 18 th October, 2021. Closing date is 4 th November, 2021.
Re-Registration of PPN Members	All members of PPN to re-register	All members automatically re-registered in 2020 but need to be re-registered in 2021.	MG to check with DCRD if we can change deadline of 31 st October, 2021.

Workplan	New Workplan	To be discussed at a specific meeting after new appointments of Secretariat.	MG to see if €5,000.00 in budget can be carried over to 2022. JC to give MG copy of Dun Laoghaire-Rathdown Workplan 2021 for circulation to Secretariat for information.
Strategic Plan	Still in operation and to be updated if decisions made.	To be discussed at later date. Commitment of availability from focus group at next meeting – to be completed in Jan/Feb.	JC to give MG copy of Westmeath PPN Strategic Plan 2021-2025 for circulation to Secretariat for information.
Plenary & Municipal District Meetings	Municipal District Meetings postponed Plenary Meeting to be held on 18 th November, 2021.	MD Meetings to be re-scheduled when new members of Secretariat appointed. Break out rooms to be organised for each district. This might give better discussions.	None JC to arrange online meeting and arranged break out rooms for meeting.
Training	Induction Training for new Secretariat Members	To be held as soon as new Secretariat members appointed.	MG to arrange same.
A.O.B.	PPN Annual Report 2020 SE Region PPN Env Reps Meeting 8 th Sept 2021 Ger Mackey to attend 15 Minutes before PPN Meetings	Working Group to be established when new Secretariat in place. To be discussed at next meeting To be agreed if any discussions required.	None None

Other Comments/Actions required from PPN			

Date of next meeting		Signed (PPN Rep)	Report compiled by Dated
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