

PPN Meeting Report



PPN Staff	Sue Kent Development Officer		In attendance
Committee Name	Secretariat Meeting		Breda Cahill Bernard O'Leary Patrick Rochford Kevin Molloy David Rea Ann Murphy Suzanne O'Leary
Date of Meeting Specify in person or online	Monday 8 th July 2024 Block A Meeting Room First Floor		Apologies: Bernadette Lacey
Agenda Item	Notes	Outcome / Decisions Made	Actions Required – By whom and when
1.	Welcome and apologies.	Apologies received from Bernadette. .	
2.	Agreement of June minutes	Minutes of June were approved by Patrick Rochford and seconded by Breda Cahill	
3.	Matters arising from the minutes	Secretariat awaiting a meeting with Dymphna regarding the Co- Ordinator's position.	
4.	New Group Registrations	Sue awaiting administrative access to approve all groups that had applied	Sue to contact MD Reps and Groups when access received
5.	PPN Vacancies	Enniscorthy Municipal District Representative Wexford Municipal District Representative Social Inclusion Representative A discussion took place regarding the publication of these vacancies in the local press and through Salesforce emails. Sue advised that	

		<p>the emails going out to members groups can only be shared to the group from the appointed person receiving them. At all times in the emails and bulletins through Salesforce, the member groups are asked that the information be shared with their entire group. These vacancies have been advertised on Salesforce and in the local papers for two weeks with a deadline of the 18th of July @ 4pm. In the event of more than one nomination received for a vacancy an election will be held.</p>	
6.	Finance Report	The Finance Report is still pending. The Secretariat were asked to submit all travel claims as soon as possible.	
7	PPN 10 Years Celebration	A discussion took place as to how to mark 10 years. It is proposed to contact all the District Managers for permission to plant a native tree in each public park to commemorate the PPN. Advice on native Irish trees to be sought from Claire Goodwin Biodiversity Officer & Cliona Connolly in Environment Dept.	
8.	Website Update	All the necessary files and drives have been exchanged and the site is ready to go live. Sue is to forward all information to Graphedia to make sure everything is up to date before we go live. It was proposed to launch the website in the 3 rd quarter as part of the 10 year celebration.	
9.	Correspondence	The DRCD have issued an invitation to all community groups engaging with new communities settling in Ireland in Dublin Castle on the 15 th of July. Sue sent the email to all Secretariat members advising that registrations to attend will be online and spaces were limited.	
10.	AOB	<p>Queries raised at the Summer Plenary were discussed. A motion received from an individual was deemed invalid as it did not come from a member group.</p> <p>Queries were also received from said individual regarding the budget for 2023 and 2024.</p> <p>In answer to the queries raised regarding the budgets at the Plenary, the members were advised that the budget for 2023 had been checked and passed by the Department and that the Workplan</p>	

		and Budget figures for 2024 were different from 2023 in line with the new Workplan agreed with the Secretariat. As the said member was not happy with this reply Sue Kent asked the members for 30 days to reply in more detail to all member groups and the members agreed. Following a lengthy discussion, it was agreed that the Secretariat would only respond to correspondence received from a member group and not from any individual going forward. It was proposed that an email be sent to the Member Group of the individual raising the queries offering a meeting with the Member Group and the Secretariat to discuss the queries raised.	
11.	Close of Meeting	Next meeting will be held on Monday the 9 th of September @ 10am Block A First Floor, Wexford County Council Offices	