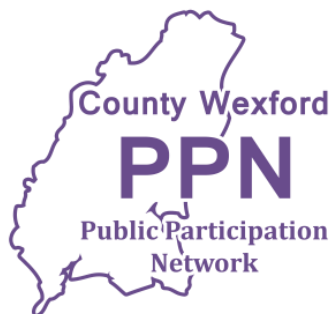


PPN Meeting Report



PPN Staff	Mary Byrne Co- Ordinator Sue Kent Development Officer		Facilitator Patrick Rochford
Committee Name	Secretariat Meeting		In attendance
Date of Meeting Specify in person or online	Monday 9 th September 2024 Block A Meeting Room First Floor		Breda Cahill Bernard O’Leary Patrick Rochford Kevin Molloy David Rea Apologies: Ann Murphy Suzanne O’Leary
Agenda Item	Notes	Outcome / Decisions Made	Actions Required – By whom and when
1.	Welcome and apologies.	Patrick Rochford welcomed everyone as his last meeting as as Facilitator. Apologies received from Ann & Suzanne.	
2.	Agreement of April & May minutes	Minutes of July Breda proposed, and Bernard seconded.	
3.	Matters arising from the minutes	Patrick to facilitate meeting and new facilitator to be appointed under AOB	
4.	New Group Registrations	Administrative access received for Salesforce to convert new member groups. Training to be provided to Mary for access also MD Reps will be notified when new groups are converted.	Sue will continue to contact groups refer to the MD Representatives to make contact.

	PPN Vacancies	<p>Wexford MD Post : Nomination received from Barntown fo Mr Paul Fellows – unopposed Terms of Office Elligible until March 2027. Email to advise his acceptance and advise him that his term of office is from now until March 2027.</p> <p>Enniscorthy MD - Bernard staying on as Interim</p> <p>Social Inclusion – Position to be advertised</p> <p>Environment Rep – Email Bernadette to advise her position has become untenable due to non-attendance at meetings and to wish her well in the future. This position is also to be advertised.</p> <p>All vacancies to be advertised on Salesforce, Facebook and the monthly bulletin and in local papers explaining the role and time commitments involved.</p> <p>Interim position: When a term is coming to an end if the position is advertised and not filled and if the outgoing person is agreeable they can remain until the position is filled.</p>	
6.	Finance Report	Finance figures will be available at October’s meeting.	

7	Climate Action Update	Arrange meeting with Monday 23 rd Sept @ 10am – informal meeting with Secretariat and Climate Action Thematic Group and PPN Staff. To establish aims and objectives going forward.	
8.	Website Update	Amendments and typos to be addressed and all reports and photos to be uploaded.	
9.	Correspondence	<p>It was agreed at the meeting that emails received from individuals and not members groups will receive the agreed standard response. “The Secretariat will only respond to queries from registered member groups.”</p> <p>Following recent correspondence received an invitation to a member group to facilitate a meeting was not acknowledged by the group to date.</p> <p>Responding to the member groups re issues raised at the Plenary regarding the budget – Mary to contact previous Co-Ordinator for a response to share with the Secretariat before it is shared with the member groups.</p> <p>An email was received from Dymphna O’Connor, SEO of Community, Wexford County Council which included an email from TD James Browne regarding the PPN.</p>	
10.	AOB	<p>Bernard agreed to be Facilitator going forward.</p> <p>To invite Mr Paul Fellows to the next meeting.</p> <p>Date of next meeting 7th October 2024</p>	
11.	Close of Meeting		