



## Secretariat Meeting

17<sup>th</sup> April 2018

Civic Offices, Blanchardstown

### Minutes

|   |
|---|
| <p><b>Present</b></p> <p>Bob Dowling (BD), Ema Idowu (EI), John McGrath (JMG), Mary Harford (MH), Peadar O’Kelly (POK) and Tony Brennan (TB).</p> |
| <p><b>Apologies</b></p> <p>John Melvin, Maria Tormey, Micheal Walsh and Siju Jose.</p>  |
| <p><b>Absent</b></p> <p>Pat Murphy</p>  |
| <p><b>In Attendance</b></p> <p>Jamie Moore (JM)</p>   |

| Item                               | Note   | Action                   |
|------------------------------------|--|--------------------------|
| <b>Open</b>                        | MH opened the meeting.                               | None                     |
| <b>Minutes and Matters Arising</b> | The minutes were proposed by POK and seconded by EI. | Update previous minutes. |
| <b>Correspondence</b>              | No correspondence this month.                        | None                     |
| <b>Resource Worker Report</b>      | No resource worker report this month.                | None                     |

| Item                           | Note  | Action  |
|--------------------------------|---|---|
| <b>Finance</b>                 | <p>Final figures for 2017 presented.</p> <ul style="list-style-type: none"> <li>- Queries on spending discussed.</li> </ul> <p>Figures for 2018 to date presented.</p> <ul style="list-style-type: none"> <li>- Budget revised upwards following securing of additional administrative support.</li> <li>- Additional funding may be forthcoming following on from agreement at November review meeting with FCC to explore further programme funding.</li> </ul>   | None  |
| <b>Events and Training</b>     | <p>Plenary Meeting 24<sup>th</sup> April</p> <p>This item took up most up the meeting time.</p> <ul style="list-style-type: none"> <li>- Plan of action for plenary meeting and launch of Strategic Plan agreed.</li> <li>- Roles agreed for event.</li> <li>- Registration numbers currently low.</li> </ul> <p>Motions: 1 motion was submitted by a member group to the Plenary by Meakstown Community Council. The motion as it stood fell outside the remit of the PPN, however an alternative motion was proposed to be agreed by Meakstown Community Council.</p> | <p>None.</p> <p>BD and JM to liaise with MCC.</p> |
| <b>Fingal PPN Membership</b>   | No update.  | None  |
| <b>Policies and Procedures</b> | No update.  | None  |
| <b>Representation</b>          | <p>Nominations Update</p> <ul style="list-style-type: none"> <li>- A total of 14 nominations were received for 11 vacancies. <ul style="list-style-type: none"> <li>o 4 LCDC Social Inclusion (2 Seats)</li> <li>o 4 Secretariat Community (1 Seat)</li> <li>o 2 LCDC Community (2 Seats)</li> </ul> </li> </ul>  | None  |

| Item                                | Note  | Action |
|-------------------------------------|---|--------|
|                                     | <ul style="list-style-type: none"> <li>○ 2 Secretariat Social Inclusion (2 Seats)</li> <li>○ 1 LCDC Environment (1 Seat)</li> <li>○ 1 Secretariat Environment (3 Seats)</li> </ul>  |        |
| <b>Linkage Groups</b>               | Schedule of Linkage Groups circulated.  | None   |
| <b>FCC / DRCD / National Update</b> | PPN Annual Report <ul style="list-style-type: none"> <li>- Annual Report submitted to the Department.</li> </ul>  | None   |
| <b>AOB</b>                          | Thank you <ul style="list-style-type: none"> <li>- MH thanked the outgoing Secretariat members for their service.</li> </ul> Facilitator <ul style="list-style-type: none"> <li>- It was agreed the next facilitator will be chosen at the next Secretariat meeting in order to facilitate the Plenary vote on the term length for this.</li> </ul> |        |
| <b>Next Meeting</b>                 | 15 <sup>th</sup> May, Swords.<br><br>This closed the meeting.   | None   |