



**Fingal  
Public  
Participation  
Network**

Secretariat Meeting  
Tuesday 27<sup>th</sup> April 7.00pm to 9pm  
Meeting conducted by Zoom  
Facilitator: Tony Brennan  
Minutes

<b>Minutes</b>		
	<p><b>Present</b></p> <p><b><u>Facilitator:</u></b> Tony Brennan</p> <p>Angela Rogers, Anthony Brennan, Todd Pocius, Angela Mooney, Hanumantha Rao M, John Melvin Michael Walsh</p> <p>Apologies: Robert Loughlin</p> <p><b><u>In attendance:</u></b></p> <p>Laura Barton (FCC) Adam Rudden (FCC)</p>	
<b>Open and Apologies</b>	AB opened the meeting	
<b>Minutes</b>	Proposed by TP Seconded by MW	
<b>Correspondence</b>	Email to JPC Reps from PPN with update Minister Humphreys announces 24 landmark rural regeneration projects nationwide	Noted

Report	<p><b><u>PPN Resource Worker Report</u></b></p> <p>PPN Handbook and Strategic Plan Review</p> <ul style="list-style-type: none"> <li>The handbook review report is currently being finalised by Jamie Moore for consideration by the Secretariat. Awaiting any further feedback prior to submission.</li> </ul> <p>The Strategic Plan</p> <ul style="list-style-type: none"> <li>Review is ongoing. PPN staff are collating information in relation to progress under each action. A draft survey is being prepared for PPN members.</li> </ul> <p>LCDC Seat Vacancy - Pillar Community</p> <ul style="list-style-type: none"> <li>Fingal PPN staff to advertise Naul Community Council's representative LCDC seat (Community Pillar) for 21 days due to representative resigning from Naul Community Council. <ul style="list-style-type: none"> <li>Fingal PPN staff informed Secretariat that Naul Tidy Towns applied for separate PPN membership from Naul Community Council under the advice of a Senior Community Staff Officer. Fingal PPN staff informed secretariat that they liaised with the Principal Community Officer (Community Department) about Naul Tidy Towns registration. The Principal Community Officer supported the decision to approve Naul Tidy Town's membership.</li> </ul> </li> </ul> <p><b><u>Finance</u></b></p> <p><b><u>Expenditure Update</u></b></p> <ul style="list-style-type: none"> <li>Election Buddy We will be utilising the \$19 package for plenary.</li> <li>Neo Archaic Neo Archaic will be charging €150.00 for work on the electronic voting as part of June's plenary. This charge will be covered by pre-existing support contract hours.</li> </ul>	Noted

**Projects,  
Initiatives, Events  
and Training**

Projects, Initiatives, Events and Training

- Spring/Summer Training Courses are taking place in June. They have been advertised on website and social media. They will be advertised in a mass email next week.

- (1) Running an Effective Meeting – Wednesday 9th June 2021
- (2) Using Social Media to promote your Organisation – Wednesday 16th June 2021
- (3) Grant Writing Tips and Tricks – Wednesday 30th June 2021

Planning Framework for PPN linkage groups making Planning Submissions.

- Secretariat discussed the need for a framework for paying for planning submissions on behalf of Linkage Groups.

**Background Note:** The Housing, Planning and Transport Linkage Group put in submission on Department Application F20A/0668. The was a 20.00 EUR charge. This charge was covered by a secretariat member as Fingal PPN does not have petty cash and the Planning Department would not accept payment from the Community Department's LVP card. A framework needs to be put in place moving forward.

**Brainstorming discussion**

- There should be a framework to cover the cost of Linkage Group's making submission on major infrastructure projects e.g. water, sewage, transportation and Bus Connect etc. The framework should only cover major Council and An Bord Pleanála planning projects.
- A percentage of the budget allowed for contingencies could be committed to this.
- Any submission should be put before secretariat and only allowed as budget permits.
- Limits would need to be in place in terms of submissions, objects and appeals. The PPN would not have the budget to challenge decision to the level of high court.

	<ul style="list-style-type: none"> <li>➤ Payment: Method: It was discussed that a secretariat could pay for submission out of personal finances and claim back as an expense, however An Bord Pleanala objections cost €250. This might be too much for a secretariat member to cover.</li> <li>➤ <b>Conclusion:</b> Framework to be re-visited after plenary.</li> </ul> <p>Insurance</p> <ul style="list-style-type: none"> <li>➤ Covid Insurance</li> </ul> <p>Fingal PPN renewed Insurance policies again this year through BHP Insurance. This Insurance is offered for Covid 19 specific activities for volunteer groups who had no Insurance or whose Insurance Company did not insure them for this type of volunteering work.</p>	
<p><b>Fingal PPN Dashboard and Membership Update</b></p>	<p>Membership numbers (20th April 21):</p> <p>Total: 473</p> <p>4 New groups 8 via re-registrations</p>	
<p><b>Policies and Procedures</b></p>	<p>Policies and Procedures</p> <ul style="list-style-type: none"> <li>➤ Plenary: <ul style="list-style-type: none"> <li>Proposed Election Process Procedure: Plenary will take place June 23<sup>rd</sup>. On June 24<sup>th</sup>, PPN staff will cross-reference plenary attendance with groups' nominated voters. Voting will be open on Friday, June 25<sup>th</sup> for 1 day.</li> <li>Constitutional change for electronic voting: Members must attend plenary in order to vote.</li> </ul> </li> <li>➤ Local Area PPN – Secretariat to Meeting Lusk Community Council on 06/04/2021 <ul style="list-style-type: none"> <li>○ Secretariat commented that this was a positive meeting.</li> </ul> </li> <li>➤ Fingal PPN Review &amp; Development</li> </ul>	<p>Agreed</p> <p>Agreed</p>

	<p>The handbook review report is currently being finalised for consideration by the Secretariat. Awaiting any further feedback prior to submission.</p> <p>It is proposed to host information meetings on both the PPN Handbook Review and the PPN Strategic Plan review.</p> <p>Tentative dates for this include:</p> <ul style="list-style-type: none"> <li>• Tuesday 4 May: PPN Handbook Review</li> <li>• Wednesday 5 May: PPN Strategic Plan Review</li> </ul>	
<p><b>Linkage Group and Representation</b></p>	<p><b>Update on JPC</b></p> <p>Mary Daly replied to JM. She has offered training to JPC Representatives and is seeking suggestions from them.</p> <p>PPN staff member met with JPC representatives on 15/04/2021</p>	<p>JPC representative to forward training suggests to staff and they will forward it on to Mary Daly.</p>
<p><b>AOB</b></p>	<p>Secretariat's Network meeting is on May 14<sup>th</sup>.</p> <p>TB asked for another secretariat member to facilitate plenary due to technology skills required.</p> <ul style="list-style-type: none"> <li>➤ It was discussed that TB should still be involved in some aspect of facilitation of plenary, even if just to open meeting.</li> <li>➤ It was agreed that the two unfilled social inclusion secretariat seats to be advertised along with LCDC community seats.</li> <li>➤ Those who have not won seats at plenary to be put on panel.</li> </ul>	
<p><b>AOB</b></p>	<p>Secretariat's Network</p>	

<b>Date of next meeting</b>	<i>25<sup>th</sup> May 2021</i>	
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