

County Wicklow PPN

Minutes of Secretariat meeting held 11th April 2019 in Lacken Old School, Lacken

Attendees: Aoibhinn McClure, Diana Gallagher, Grainne Quinn, Helen Howes, Mai Quaid (Chair) and Niamh Wogan.

Apologies: Helen Lawless, Gertie Salley and Stephen Kearon.

The meeting was informed that Linda Lambert resigned from her position on the Secretariat due to personal circumstances. In light of this development and the other vacancies on the Secretariat the meeting discussed the need to recruit members for the Secretariat. It was agreed that the RW/SW would make personal approaches to some of the contacts for groups in the Social Inclusion pillar.

1. Minutes & Matters Arising

Minutes of the 25th February 2019 were approved on Niamh's proposal and seconded by Diana.

- Helen informed the meeting that no response was received from the letter addressed to Frank Curran. The letter sought advice on the procedures to follow should members of Co Wicklow PPN wish to have their voices heard in local authority forums, and in particular by the elected body.
- Helen to follow up with Wicklow Travellers Group re cost allocation.
- Mai informed the meeting that she is sitting on the Migrant Action Subgroup of the LCDC.

2. Correspondence

Helen read the letter of response received from **Junior Minister – Sean Canney in the Department of Rural and Community Development** to the PPN's letter which raised the issue of the governance requirements placed on community groups.

3. Finance

Helen presented a financial report to the meeting, she highlighted the following:

- Co. Wicklow PPN had agreed to manage the funding for the PPN Resources Workers CPD event. At the time of the meeting the hotel bill for this event was still outstanding. Helen also reported that there was an underspend on this event and the Resource Workers are preparing a proposal for the Department for the unspent funds.
- Some Reps travel costs for the 1st quarter are still outstanding
- The Department has notified PPNs that they are willing to reimburse expenditure incurred in attending National Advisory Group meetings. They also indicated that they are willing to backdate this to 2018. Following discussion it was agreed to claim the backdated costs and to request that they be paid by cheque to avoid issues with the audited accounts.

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Finance documents were Proposed by Diana and seconded by Niamh.

5. Workplan 2019

A brief report on the work undertaken by the Resource and Support workers for the period since the last Secretariat meeting (held on the 25th Feb) was circulated. Discussion took place on the following:

Meet the Candidates in the Local Elections Events

Helen presented an outline of the plan for these events. Following discussion the following format was agreed:

- Speed networking format – Candidates each send approx. 10 mins at a group table. Candidates move between tables.
- Candidates give a one minute introduction/address
- Candidates asked to commit to working towards the DFI manifesto and the Vision for Community Wellbeing. Send documents to candidates prior to event.
- Have information on European elections and Referendum available.
- Provide a Post wall for any unasked questions/comments
- Boost the Facebook post with details of the events.

The Big Hello Funding

Helen reported that Co. Wicklow PPN is working with the LCDC to design, advertise, and oversee the application process for this funding scheme. Helen reported that the closing date for receipt of applications is the 12th April at 12 noon and that a sub-group of the LCDC will assess the applications and agree the distribution of this fund to community groups.

User Guide Review

The draft submission on the PPN User Guide was discussed. The meeting agreed to submit the document as per the draft.

Membership

Total membership as at the 11th April was 282. 23 new groups registered since the February Secretariat meeting.

Upcoming Meeting Dates:

Secretariat – 13th June in Bray at 7pm

Plenary – 20th June Brockagh Resource Centre, evening.