

County Wicklow PPN
Minutes of Secretariat meeting held
8th February 2022 @ 7.30pm via Zoom Call

Facilitator:	Eleanor Phillips
Present	Aoibhinn McCloy, Gerorda Stamps, Helen Kinsella, Michael Conlon and Phyllis Farrell.
Quorum:	Yes
Apologies:	Diana Gallagher
Absent:	Anne Waithira Burke and Stephen Kearon
In Attendance (Others):	Helen Howes and Grainne Quinn

Approval of the minutes of the meeting of (18th January 2022): Sent in advance of meeting and approved by the meeting.
Matters arising: none
Declarations of conflicts of interest: Helen & Grainne declared a conflict of interest in Agenda item: Staffing Matters.
Financial Report: Report sent to members prior to meeting and approved by meeting. Underspend in January due to no requirement for IT maintenance. Agreement to allocate €250 to sponsor an award in the 2022 Co Wicklow Volunteer Awards.
Monthly Work Report: Report for January 2022 sent to members prior to meeting and approved by the meeting.

Agenda Item	Notes	Outcome /Decision	Action required.
Correspondence:			
Mermaid Arts Centre: Re Board Nominations	PPN reply re Board nomination shared. Mermaid Artistic Director extended invite to meeting for PPN (HH & GQ)	Useful to meet.	Helen to organise meeting with the Artistic Director.
Health Insurance Authority	Request for assistance in organizing a Health Insurance Consumer Information Webinar	Outside the focus of the PPN. Suggestion that the HIA contact Citizens Information	Helen to prepare a reply based on meeting discussion.
Work Report/Advice & Direction for Upcoming Work	Items Discussed:		

County Wicklow PPN

<p>Programme Application</p>	<p>Community Climate Action Programme Funding Update</p>	<p>Meeting notified that the proposal was submitted by Irish Rural Link on behalf of the consortium and that a response is due in April.</p>	
<p>Vision for Community Wellbeing consultation</p>	<p>Vision for Community Wellbeing & LECP Consultations: Meeting informed that the PPN and Wicklow Co Co will collaborate on the consultation with community.</p>	<p>Consultation will be conducted collaboratively but analysis will be undertaken separately.</p> <p>Discussion focused on:</p> <ul style="list-style-type: none"> • The means of consultation: survey, in person & online sessions. • Gathering demographic information or not <p>The need to ensure engagement across diverse communities was highlighted e.g., Youth, Travellers, New communities.</p> <p>Provisional date for completion of Final Vision for Community Wellbeing set for the Autumn. Vision for Community Wellbeing information would then be used to inform preparation of PPN Strategic Plan.</p>	<p>Helen & Grainne to continue to collaborate with Wicklow Co Co and to work towards ensuring broad engagement with the consultation.</p> <p>When survey circulated all Secretariat to encourage engagement with the consultation.</p>
<p>Network Events</p>	<p>Community Centres & Hall Network Event</p> <p>Environment Network Event & Social Inclusion Network Event:</p>	<p>Plan to hold Peer Support session for this Network discussed. Venue, time and focus of session discussed.</p> <p>Theme: Reconnecting Communities. Facilitate Groups to network,</p>	<p>Helen & Grainne to organise for early March.</p> <p>Helen & Grainne to organise</p>

County Wicklow PPN

<p>Training</p>	<p>Developed based on responses received to Members' Survey and Reps Meeting</p> <p>Suggestions:</p> <p>Funding Clinics</p> <p>Risk Assessment & Insurance</p> <p>Back to Basics session on the PPN</p>	<p>share and support each other.</p> <p>Suggestions:</p> <ul style="list-style-type: none"> • Visit groups/projects • Involve SI groups in planning for SI week. <p>Funding Clinic instead of a full Training Fair. Possibly hold as a morning session. Include information on corporate funding & supports.</p> <p>For PPN Reps, members and/or Council officials/staff.</p>	<p>Helen & Grainne to explore suggestions further in relation to training topics</p>
<p>Presentations to Wicklow Co Co</p>	<p>Helen presented to meeting of Wicklow County Council on Monday 7th Feb.</p>	<p>Focus of presentation was on areas of collaboration of PPN with the County Council.</p>	
<p>Secretariat & PPN Reps</p>	<p>Representatives Code of Conduct</p> <p>In Person Meeting</p> <p>Vacant Rep Seats</p>	<p>Importance of Reps being familiar with and signing this document was highlighted.</p> <p>Consider holding an in person meeting to facilitate networking Could include a visit to a member group.</p> <p>Formal call for nominations open until Monday 14th February at 9am.</p>	<p>Helen & Grainne follow up with PPN Reps.</p>

County Wicklow PPN

New Members	List of new membership applications circulated in advance of the meeting.	Carnew AFC East Coast Samaritans Lacken Tidy Villages Newtownmountkennedy Sport and Recreation	Grainne to update Members Database & send member welcome email.
Staffing Matters	Private Secretariat session held on this Agenda item		
Date of Next Meeting	Tuesday 8 th March 2022 at 7.30pm via Zoom		