***PPN Secretariat Meeting***

***26th June 2018***

***Venue: Buvinda House***

**Attendees:** Keith Mulvey, Garret O’Brien, Ronan Murtagh, Bernard Kenny, Andy Ogle, Karen Mahon (Chair), Liam Foster, William Brennan, Marjan Boers, Teresa Stack, Michael Gunn

**Officials:** Catherina O’Rourke (PPN Support Officer)

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| **Item** | **Discussion / Action** |
|  | Minister Sean Kyne met with the Secretariat to discuss the Public Participation Network in Meath. Members of the Secretariat gave an update of the achievements to date. Challenges for the PPN were also outlined to the Minister and these included:   * Insurance costs for groups * Legislative basis and permanence of the PPN within local and central government to be addressed * Facilitating volunteers to participate as representatives on the various boards to which they are elected * Recognition of the PPN as an active force to bring about change within communities   The Minister will be meeting with a number of PPN’s around the county and is taking on board the issues raised for discussion within the Department. |
| **1.** | Minutes of last meeting approved by the Secretariat. |
| **2.** | **Matters Arising**  **Review of the plenary and follow up actions:**  PPN engagement with Youth – This was brought to the Social Inclusion College meeting for discussion with a view to the PPN co-hosting a Youth Forum. Andy will follow up with the Children and Young Peoples Services Committee (CYPSC) and with Kay Mc Cabe Involve to consider how to progress this. It was noted that Comhairle hold their AGM in October so it would be worth liaising with them also.  Involvement with migrant groups – It was noted at the plenary that the PPN needs to work more to engage new communities with the PPN. KM highlighted that Athboy is involved in a pilot settlement programme for refugees which will be rolled out nationally.  It was recommended that subgroups would be set up to engage more new communities/cultures to get involved with the PPN and to explore the issues that need to be addressed in relation to young people. Sub-groups will be formed at the next meeting.  Catherina circulated a list of the issues raised at the plenary that will be reviewed by the Secretariat  **Update on the defibrillator applications:**  The Secretariat approved 5 applications for the defibrillators. As the Order of Malta has not come back there is another defibrillator available. There are 5 training sessions left that can be availed of by groups. Catherina will follow up on this.  **Feedback from Africa Day:**  TS gave an update on the events that took place from 3.30pm to 7pm on Africa Day. Positive feedback was received from attendees on the Africa Day event that took place in Buvinda House on 25th May with over 150 people attending. Attendees noted that they would hope that it would become an annual event and that it was good to hold the first event in Buvinda House. The Secretariat agreed that it would be good for the PPN to be involved in future Africa Days.  **Data Protection (correspondence from Dept.):**  Catherina outlined the guidance from the Department on Data Protection. The re-registration process has begun and will continue over the summer months. |
| **3.** | **Correspondence:**  **Feedback from Committees:**  Karen Mahon gave an update from the Environmental SPC which included:   * Details of a report on water quality and inspections * Flood risk management plan * Update from the Irish Environmental Network   Marjan Boers and Andy Ogle gave an update on the Social Inclusion Pillar which included:   * More of a focus on youth and new communities within the PPN * Feedback to the Housing SPC on issues raised re: access to housing for people who have been granted status and Traveller’s who are living in overcrowded situations.   **Nominee for Trim MD:**  Aidan Holmes from Summerhill History Group was nominated and seconded for the Trim MD vacancy on the Secretariat. As there were no other candidates Aidan Holmes was elected by the group. Catherina will follow up.  **Request for Submissions:**   * **Adverse Weather Conditions –** Link to the survey has been sent to all PPN members * **Winter Information Leaflet –** Comments and suggestions to be forwarded to Catherina * **Local Government Baseline Funding** - Draft submission was circulated to members for consideration. Feedback to be forwarded to Catherina * **Climate Action Strategy** – Meath Environmental Network and Athboy Tidy Towns are planning to make submissions. |
| **4.** | **Any other business:**   * **Draft Terms of Reference for Secretariat –** Adopted by the Secretariat. * **Distribution of hi vis jackets –** Jackets will be offered to groups. Depending on the response they will be allocated accordingly. * **Training needs -** Catherina has been in contact with the hubs in Athboy and Slane re: establishing if there is any specific training that the groups are interested in availing of. * **Broadband –** Communities are being requested to identify broadband blackspots and report them to the Broadband Officer with a view to looking at solutions. * **PPN Conference –** The National PPN Conference will take place over 2 days on the 11th and 12th of October in Athlone. It is expected that there will be 10 delegates from each county to include PPN Volunteers, Resource Worker, Council Official, Elected Member, LCDC Chief Officer, Chief Executive. * **Extension of PPN member base –** Reference made to the development of sub-committees in response. * **Keith Mulvey’s resignation –** Keith advised the Secretariat that he was resigning from his position as Kells MD representative on the Secretariat. Keith’s input into the Secretariat since 2014 was acknowledged by all present particularly his skills, expertise and commitment to the PPN. Keith’s approachable manner made him very easy to work with and it was noted that his contribution will be greatly missed. * Michael Gunn advised that the Board of Meath Partnership will be in contact re: current vacancy on the Board.   **Next Meeting:** It was suggested that to mark Keith’s resignation there would be a meal on 24th August in Trim to coincide with the next meeting. |