***PPN Secretariat Meeting***

***24th August 2018***

***Venue: Trim Castle Hotel***

**Attendees:** Keith Mulvey, Ronan Murtagh, Bernard Kenny, Andy Ogle, Karen Mahon, Liam Foster, William Brennan, Teresa Stack, Michael Gunn (Chair).

**Apologies:** Marjan Boers, Garret O’Brien.

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

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| **Item** | **Discussion / Action** |
| **1.** | Minutes of last meeting approved by the Secretariat.  Proposed: Ronan Murtagh  Seconded: Keith Mulvey |
| **2.** | **Matters Arising**  **Conference Details:** The PPN National Conference will take place on the 11th and 12th of October in the Sheraton Hotel, Athlone. Secretariat members were asked to consider if they were in a position to attend the conference. The organizers are hoping that 10 delegates will attend from each PPN to include volunteers, Council Officials, Councillors and Resource Workers.  A field trip to Meath is one of the events planned for the conference. It was suggested that Enfield Tidy Town Group and Ribbontail Paddlers could be approached re: projects undertaken.  **PPN engagement with Youth:** Discussion will take place re: how best to move this forward with CYPSC, Involve and other organizations working with young people. Andy and Marjan will report back at the next meeting.  **Update on the defibrillator applications:** Garret is following up with applicants outstanding and has delivered the signage to a number of groups. Once the process is completed a map of all the locations will be uploaded onto the PPN website. |
| **3.** | **Correspondence:**  **Feedback from Committees:** No updates |
| **4.** | **Any other business:**   * **Review of actions in the Workplan:** * Data Protection Policy finalized and draft forwarded to Catherina for circulation. * Referrals register to be on the agenda for all meetings going forward and follow up agreed and noted. Allocation of €1000 towards this action. * Joint initiatives noted included Africa Day, planned Youth Event. * Progress on the insurance issue from the sub-group will be sought at the next meeting * **Municipal District Meetings** * Dates/Times were agreed. Catherina will follow up on the venues and circulate to the Secretariat members. * The format for the meetings will be discussed at the next Secretariat meeting. The updates from each of the groups and the sharing of information among the groups worked well at the last round of meetings. * **Funding for the Trim Show** * The Secretariat approved a maximum allocation of €1400 toward the Environmental College who will be promoting the PPN at the Trim Show. Catherina noted the requirements in relation to procurement for any payments to be issued. * A number of presentations will be given on the day on Climate Change, Waste, Recycling and Protecting our Environment. * **Ploughing Championship** * Members of the Secretariat were asked if they could let Catherina know if they could cover the PPN stand at the National Ploughing Championship. * **Ashbourne Linear Park** * It was clarified that updates on Ashbourne Linear Park would be sent out through the PPN rather than through a committee structure. * **Presentation to Keith** * It was noted that this was Keith Mulveys’ last Secretariat meeting and his work and commitment to the PPN was acknowledged. * Catherina has circulated a request to the Kells PPN members for nominations. * **Next Meeting will take place in Buvinda House on Wednesday 19th September at 7.30pm** |