



Secretariat Minutes

April 2026

23rd April 2026

Attended: Rachel O'Malley, Mike Edwards, Fidelma Nugent, Sean O'Farrell, Charles Stanley-Smith, Daniel Long, Ruth Smith, Shoyna O'Gorman, Sharon Melbourne

Apologies: Ash Hearne, Eugene O'Meara

Facilitator: Daniel long

Minutes

No Matters arising

Proposed: Charles Stanley-Smith

Seconded: Mike Edwards

November Plenary minutes (2025 Fethard)

Proposed: Sean O'Farrell

Seconded: Mike Edwards

Agenda passed

No Conflicts of Interest

Ruth welcomed Fidelma and Ash to the secretariat

There are still three vacancies in the environmental pillar seats and one in the Community & Voluntary pillar seats

Ruth will approach David Dunne to see about recommendations around how to connect more with Carrick MD groups.

Finance - Michael Kealy has left the secretariat but it was agreed for him to stay as an interim signatory for Operations Acc. It made sense as he still authorises payments from this account

Kay Cantwell, PPN accountant, & Derry O'Donnell are hoping to have all in order to carry out a test bank file payment to move over to the new salary payment system

Coordinators report

See Her Elected guidebook for 2029 local elections launch is Friday 15th May. Shoyna is one of the panellists at the event.

The Quarter 2 2026 PPN Environmental groups meeting is on Saturday 9th May in Cabragh.

Community Mapping Project – Shoyna has begun surveying PPN groups in the Roscrea area. Anna Ryan, CoCo mapping team, is back after her extended leave due to the loss of her husband last year.

Policy subgroup to meet and review which of the PPN policies need updating or creating (30+)

Wed 13th May Ruth delivering intercultural awareness training workshop in collaboration with the LAIT team. All secretariat members are invited.

Plenary feedback is positive and Sharon fed back a general summary of the forms. Moving forward, it was agreed to do the PPN business online earlier in the first quarter annually, to make room for more networking & discussion at the in-person spring and autumn Plenaries.

Insurance is a major issue for many groups, including the PPN, and a subgroup has been established to evaluate and recommend a solution, if there is one. IPB, the CoCo insurance body is one to research. Sean, Charles, Ruth, Sharon and Mike will attend the first meeting Monday 11th May 6pm via zoom.

Ruth has contacted Social Justice Ireland (SJI) and the National PPN Workers Network (NWN) on this issue.

CE scheme vacancy recruitment process will be left until summer, in readiness of the re-registration process in autumn

Rep call for **secretariat vacancies** will be going out in a couple of weeks

After an enquiry from Sharon, it was agreed that financial hard copy records need to be kept for 7 years at least.

The annual national PPN conference is in September this year (24th & 25th) in the Hodson Bay Hotel, Athlone. Accommodation bookings needed to be made asap, due to limited hotel rooms, and an invite out to the secretariat was offered.

Directors meeting before the next Secretariat meeting on Thursday 28th May