



26th March 2025

Secretariat Minutes

In person attendance: JJ, Ruth, Rachel, Shoyna, Sharon, Mike

Apologies: Sangeeta, Sean, Eugene, Daniel, Kuldeep, Charles

Previous minutes approved: Proposed: Mike Seconded: JJ

No conflict of interests

No matters arising

No correspondence

Ruth spoke about status of vacant seats of the secretariat and the reasons why people aren't currently taking up seats.

All Secretariat to continue headhunting for vacant seats; watch for candidates in correct pillars & Municipal Districts

Finance:

Ongoing with the wages. Kay has received Digi pass. She will start linking with AIB two weeks. Back pay will be looked at also.

PPN have applied for an extension for the annual financial returns to the Dept, the deadline is March 31st.

Coordinators Report: as per report emailed.

LEP grant applied for €1,300 getting €1,105 for a new projector and laptop.

It was decided on the wording for the monthly newsletter to cover spring plenary invitation.

Split Plenary format approved: Business Plenary online April 16 at 7pm; in-person Community Safety and Resilience event April 21st in Upperchurch Community Hall, co-hosted with Local Community Safety Partnership.

Jake Ryan invitation: Invite Jake Ryan (principal officer) to attend in-person Plenary given his interest in community resilience

See Her Elected event has a change of date. It's now Friday 15th May, rather than Friday May 22nd.

Ruth is attending Kuldeep's Sanskriti project launch in Dublin on Wednesday 15th April, the same day as the SEAI project webinar. Sharon to help cover this online event.

Ruth spoke about the ongoing workload and the possibility of getting the CE worker. Sharon suggested we look at re-registration, where we would need an extra person, again in June.

Mike has offered to help a couple of mornings and or afternoons in the interim around this piece of work.

Ruth asked the Secretariat members to have a look at the current PPN website. Sharon concluded that we have limited funding, but can we restructure or add to what is already there. Is there information missing that should be included?

Derek Fanning presentation: Invited to April 23 Secretariat meeting to present on Tipperary Volunteer Centre progress

It was agreed that PPN secretariat members to look at website and report back.

Ruth updated the group that she got the €50 voucher for Ann, CE worker and try and meet up with her though that might be difficult as she is not responding to attempted contact.

Update on SEAI-community groups EMP. To be organised to meet up with Gearoid as now all the energy audits have been carried out to talk about the next steps.

Power of People and Place update: Shoyna gave us an update on her progress with the project which was very positive. Thurles survey of community groups is coming to an end and she is moving on to Roscrea. Shoyna spoke about the issues around meeting people in person and sometimes phone surveys work in those situations.

To date Shoyna has met with 340 community groups. It was agreed that the project will have a follow up with groups already surveyed and they will receive via email, a pdf copy of their survey to check the content and edit, if needed. Shoyna discussed this with one individual, and they liked this idea as they might have more to be added after they have time to think. Fiona was in agreement with this and has an intern in TCC who can start this process.

Environmental news: Ruth spoke about the fact that we weren't eligible for the grant with the IEN. We might look in the possibility of doing this with the PPN and it wouldn't be that much to cover material costs.

National Advisory Committee (NAC): Charles give his update on the Roadmap subgroup. One is to look at back to basics (what the PPN is and isn't) and documenting staff roles. This work will inform future funding requests and job descriptions.

The national staff forum funding issue will be on the next NAC agenda in May.

National Workers Network: Sharon gave an update on this.

National Joint Liaison Group (NJLG) - Second meeting held with National Secretariat Network representatives

NSN had an in-person meeting with Jake Ryan (Principal Officer), who clarified that the department cannot mandate PPN staff pay grades; each PPN decides independently

Pre-budget submission agreed: Department will fund PPNs to write submission requesting increased DRCDG allocation from Department of Finance

Staff role documentation needed to justify funding increase in submission

Southeast Regional PPN Network: There will be a Secretariat networking event in Thurles Saturday 11th April/staff regional training. Due to lack of interest, this isn't now going to be including reps and secretariat, only staff. Ruth offered for Charles to attend anyways if he was free.

AOB: It was noted that the June meeting could be CPR training organised by Mike, a walk, food and the meeting held in Littleton. To be revisited at the April meeting.

Next meeting: Thursday 23rd April @ 6pm hybrid