

Cork County PPN Secretariat Meeting – Tuesday 11 February 2025, 5PM

Attendees: Pauline Dwyer (Chair), Liam McCarthy, Ena Howell, Brid Coakley, John Fuller, Michael Doyle, Doug Lucey, Noel Forde, Gavin Falk

Apologies: Tom Howard, Jithin Regani, Carol Harpur, Judith Gilbert

PPN Staff: Morrin Drislane (Coordinator), Noelle Nally (Support Worker, Minute Taker)

1. **Welcome, apologies, ground rules:** P O Dwyer welcomes the group
2. **Agenda (Draft) Accept?** L McCarthy proposed, D Lucey seconded
3. **Minutes & Matters Arising:** L McCarthy proposed, E Howell seconded
4. **Correspondence: Morrin and Noelle** – it was briefly mentioned that staff has received very negative emails, that need to be dealt with accordingly
5. **Staff Liaison Sub-Group** – no updates, N Nally thanked the group for their help while M. Drislane was on sick leave
6. **Grievances/ Complaints:** n/a
7. **New Groups:** Accepted
8. **National Secretariat Network:** No updates as group has not met yet in 2025 - G Falk requested that L. McCarthy bring to National Secretariat re the salaries [government] Ministers received, whereas PPN members do their work for free
9. **Linkage Groups – TOR, Reporting, Correspondence** N Nally brought suggestion of Linkage Group submissions going through the newsletter, as per other PPNs such as Carlow. Reps request submissions through the Newsletter, and members submit their comments/feedback to the PPN office. SPC Reports can be circulated to the Linkage Groups via Salesforce. SPC reports are not required to be circulated at Secretariat level, but individual secretariat members are welcome to see/ request the reports.
10. **Morrin's Updates:** Morrin sought the go ahead to go to tender for a Policy Review. Morrin sought the go ahead for PPN staff to attend Workers Retreat in March. The group were reminded to submit Travel & Subsistence Claim forms in a timely fashioned,

ensuring the forms are filled out correctly and signed. LCDC and SPC claims to go on one form, only Secretariat / PPN claims on another.

Morrin suggested that vacant SPC seats be offered to other Pillars. L McCarthy proposed, P O Dwyer seconded.

PPN National Conference taking place in Meath on 16 – 17 October 2025.

Morrin & Noelle have been attending CCC Integration Forum meetings, working to strengthen our relationship with the Council.

Morrin & Noelle attended Macroom Lions Club Annual Clubs Day recently, and a Tidy Towns Showcase in County Hall – excellent opportunity for networking and registering new groups.

Morrin reminded the group that at the Spring Plenary the longest serving third of Secretariat members will have to step down – they may only sit for a specified term as per PPN Constitution/ Handbook.

Letters to be sent to relevant Secretariat members re non-attendance at meetings.

11. Support Worker Updates: Noelle Nally organised, and Harriet Emerson delivered Induction Training to our SPC Reps on 16 January 2025.

Strategic Policy Training has been scheduled for Thursday 27 February.

Noelle surveyed all member group regards Training needs – the top 5 requested subjects were: Fundraising & Grant Writing

- Community Needs Analysis
- Climate Action
- Governance & Leadership
- Digital Skills & social media

An idea was brought to the PPN of a Heritage group meeting / best practice clinic – Noelle asked the group for the go ahead to liaise with Heritage office about feasibility of this.

Volunteers are needed for a Salesforce Database updates subgroup- due to the scale of the body of work involved, and a Policy Review subgroup.

12. Any Other Business G Falk has noticed some typos in the Cork County PPN Constitution. PPN office will liaise with him.

13. Next Scheduled Meeting – 11 March 2025 - online - 7PM