

Dun Laoghaire Rathdown PPN Secretariat Meeting

Monday, 8th November, 4.00 - 7.00pm

Venue: Zoom

In attendance: Tony McCarthy, Sharon Perry, Kay Gleeson, Viola Di Bucchianico, Aileen Eglington, Dara O'Carroll, Simone Sav, Colette Downing

Apologies: Gavin Harte, Bill O'Dea

MINUTES

1. Call to order
Tony McCarthy, Sharon Perry, Kay Gleeson, Aileen Eglington, Viola Di Bucchianico, Simone Sav, Colette Downing, Present

2. Declaration of conflict of interest
No conflict of interest declared.

3. Review and approve minutes of last meeting	
a. Matters arising	
Discussion No matters arising	Actions/Agreed Minutes passed.

4. Network Manager Report	
Discussion Vision for Community Wellbeing Workshops - 70 participants Survey is now closed for submissions with over 300 responses received (more than 1.600 answers in total). The feedback is being collated which will take some time. The draft vision should be ready for circulation in the new year. Consultations Participated in: - A Playful City Consultation about Pearse Lane Sallynoggin - Connect the Dots - cycle lane Both are DLR CoCo consultations.	Actions/Agreed Simone & colette to continue collating responses. Connect the Dots -Information should be circulated to the full membership not just local

<p>- Simone will participate as guest speaker in Women's conference (Women4Women) 11th November</p> <p>Training - 2 Strands Digital Skills suggested training and confirmed course dates.</p> <ul style="list-style-type: none"> ● Facebook Groups ● Google Documents ● Canva ● Take good photos on phone (Duality Motion) 7th December ● Take good videos on phone (Duality Motion) - 8th December ● Edit photos and videos on phone (Duality Motion) - 9th December ● Mailchimp <p>Capacity Building</p> <ul style="list-style-type: none"> ● General Data Protection Regulation (GDPR) –Liam Lynch Tue 18th Jan 2-4pm ● New Options for Funding – Liam Scollan Wed 26th Jan 7-9pm ● Running an Effective Meeting – Donal McKenna Thurs 3rd Feb 2-4pm <p>PPN Workshop on National Wellbeing Indicators 3 December 2021 DLR PPN representative for the consultation, Kay Gleeson volunteered.</p> <p>Community Action Network - They have advised that they are no longer in a position to run the training that had been engaged to do in 2021. A refund of the payment is to be sought.</p> <p>Meeting with new Southside Partnership CEO, Sharon Commins, 17th November - at SSP office is welcomed. Attendees from secretariat will be Tony, Kay, Aileen and Sharon For the agenda: SLA, MOU IT issues HR and staff management (wages, holiday entitlement, line of management)</p>	<p>residents groups as there are other stakeholders involved and to gain a diverse range of views.</p> <p>Simone to proceed to publish course dates that are already confirmed.</p> <p>Kay Gleeson is the DLR PPN Representative</p> <p>Simone to request a refund of €3000 previously paid.</p>
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<p>Accounts, better system for us regarding timely monthly reports and better access to bank accounts. Confidentiality and the autonomy of the PPN as an organisation should also be discussed.</p> <p>Drafting of the new SLA and MOU, Tony's work and commitment in drafting these documents was acknowledged and appreciated by the Secretariat.</p> <p>New Membership Registration Applications There were 7 new applications. Three were contacted by email and advised that their member applications will be reviewed by the committee when they have been more than 6 months in existence, and were advised that in advance of this meeting the Secretariat would require a copy of their constitution and minutes of their most recent meeting. Three organisations were asked to provide documents for review, as they were more than 6 months in existence. Two of these organisations responded providing documents. They are Ballybrack Community Club & St Luke's Crescent Residents Association.</p> <p>Applications still pending for: Claremont Residents Association Dublin Animation Film Festival Holly Court Community Group Saintbury Avenue Residents Group Fernhill Community Garden</p>	<p>Simone to circulate the agenda. Secretariat members attending the SSP meeting will meet prior to 17th of November, most likely date is Monday 15th November, at 12pm. T</p> <p>St Lukes Crescent Residents Association meets the criteria, membership approved. Simone is to proceed with membership.</p> <p>Ballybrack Community Club - invite 3 group members to meet with the Secretariat for clarification purposes.</p>
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6. Updating policies	
<p>The draft constitution is based on the template provided in the 2020 PPN Handbook, This was discussed at length and updated.</p> <p>The Constitution has to be in place before the end of 2021, this is a directive from the RCDC therefore it will have to be ratified at the November Plenary together with the policies.</p>	<p>Actions/Agreed Draft constitution to be updated and circulated to the secretariat by Simone for final agreement this week and then circulated to membership.</p>

7. Plenary	
<p>DLR PPN Plenary Therese Langan confirmed as guest speaker</p>	<p>Actions/Agreed</p>

<p>The breakout sessions were discussed there will be 2 breakout groups.</p> <p>- Niall Breslin -Previously suggested, Aileen Eglinton has checked with him and he has confirmed that he is unavailable due to other work commitments.</p> <p>- Invite Ruairi O'Dulaing of DLRCoCo Parks Dept to speak about the work in Fernhill and Marlay parks.</p> <p>1st Breakout: Topic Social Prescribing - Lisa Seiger Jamson SSP is confirmed as speaker 2nd Breakout - Invite Aidan ffrench to speak about the dlr Tree Strategy.</p> <p>Also to be included on the agenda;</p> <ul style="list-style-type: none"> ● Presentation on the Vision for Community Wellbeing Project by Simone Sav ● Ratification of the constitution and other policies, finance, complaints etc 	<p>Simone to invite Ruairi O'Dulaing</p> <p>Simone to draft the agenda and circulate to membership.</p>
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8. AOB	
<p>Start time of Secretariat Meetings to be reviewed as 4pm may not suit some.</p> <p>DLR PPN Representatives Christmas Dinner for Representatives - Reservation has been made for 1st Dec 2021 at 7.30pm. Booking deposit paid €50.00. Simone is to put together a thank you pack for the reps. Attendance in general was discussed in relation to the pandemic.</p> <p>Feedback from the Reps is important however many of the SPC meetings are filled with presentations so there is not much time for discussion. Reporting and reps in general were discussed. It is hoped that the Vision Statement once completed will be a resource for the representatives and will assist them in their role, representing the views of DLR PPN Membership and that this statement will be kept updated by reviewing annually.</p>	<p>Actions/Agreed Simone will check and see what time suits best.</p> <p>Simone to confirm the contents of the reps pack.</p>

5. Date of Next Meeting	
<p>Discussion Second Monday of every month.</p>	<p>Actions/Agreed Next meeting 13th December 2021, time to be confirmed.</p>

