



DLR PPN SECRETARIAT MEETING

18th July 2022 - 5.00-5.55pm - July 2022 Secretariat Minutes

In attendance: Tony McCarthy, Kay Gleeson, Aileen Eglington, Dara O'Carroll, Simone Sav

Apologies: Viola di Bucchianico; Gavin Harte; Bill O'Dea; Sharon Perry

1. Call to order
Apologies: Viola di Bucchianico; Gavin Harte; Bill O'Dea; Sharon Perry

2. Declaration of conflict of interest:
Aileen Eglington - Letter for support for Dublin South FM

3. Review and approve minutes of last meeting a. Matters arising	
Discussion No matters arising.	Actions/Agreed Kay Gleeson proposed. Seconded by Aileen Eglington

4. Network Managers Report	
a. Updates IT services: quote given by Definitive for the services. Financial report: SSP cannot provide a financial report, due to there being no Financial Controller employed. Ukraine community support: Meetings now every week and the council seems to have the situation under control as more staff have been hired. Website project: the quotes are still being considered by the Secretariat.	Decision to go ahead with the work, provided that the sum quoted is the maximum cost to be covered. Simone to follow up with Gavin Harte about his advice to the Secretariat in terms of the three quotes.
b. Budget Simone Sav presented a revised version of the Budget 2022 that factors in the work needed for the IT services.	



<p>c. Submission for Mazars Structural Review Simone informed the Secretariat that a national PPN staff submission will be made before the deadline of the 31st August 2022. The Secretariat agreed that the current deadline was not ideal, due to the summer holidays and the need of people to switch off.</p> <p>d. Submission for national budget review 2023 Submissions need to be made to the DCRD before the end of July 2022. The national PPN staff will make a submission as a group.</p>	<p>Simone will draft a short submission on behalf of the Secretariat, which will be reviewed by the Secretariat before the deadline.</p> <p>Simone to draft a short submission for Budget review, to be circulated to the Secretariat.</p>
---	--

5. Staff Cover - Recruitment update	
Staff Cover - Support Worker has started and Simone is undertaking the first days of the induction. Simone has asked SSP for clarification on the visa requirements and information needed, but no response was given.	

6. Meeting with dlr County Council	
Simone asked for items for the agenda for the meeting, which were decided as the following: <ul style="list-style-type: none">- Workplan 2022 update- Grants applications- Recouping of funds for 2020- AOB Secretariat members to attend the meeting are: Tony McCarthy, Kay Gleeson, Bill O'Dea. Aileen Eglington will join if time allows.	Simone to forward the items for the agenda to the Council.

7. Review of Membership Applications	
Not many complete applications received ahead of the July Secretariat meeting. Strictly Practice Dance - documents sent and application approved by the Secretariat.	Actions/Agreed



--	--

8. Plenary meeting - matters arising	
Congratulations from Secretariat members on the choice of venue and the running of the event. Mention of the disruption experienced during the meeting and further matters arising from the incident.	Actions/Agreed SSP to be approached about the matters arising.

9. AOB	
Discussion Aileen Eglington mentioned the need for a letter of support for Dublin South FM to help with the broadcasting licence.	Actions/Agreed Simone to draft the letter of support,

12. Date of Next Meeting	
Monday 12th September No meeting in August	Actions/Agreed