

DLR PPN SECRETARIAT MEETING

11 May 2026, 5.00 – 6.15pm,

Online

In attendance: Anne Harrington, Bill O’Dea, Ronan Browne, Viola di Bucchianico, Gavin Harte, Sharon Perry, Hilda Arenas, Hope Adjenughure, Simone Sav, Colette Downing

Apologies: None

1. Call to order. The meeting was facilitated by Simone Sav.	
2. Declaration of conflict of interest: No Conflict Declared	
3. Review of previous meeting minutes and matters arising	
Discussion No Matters Arising	Actions/Agreed Proposed Anne Harrington Seconded Ronan Browne

4. New Membership Applications	
Discussion As we are no longer meeting monthly, the staff would like to propose that some memberships be approved in principle, subject to receipt of correct documentation. For example, some groups send an unsigned Constitution. They are bona fide and can be approved in principle, subject to receipt of complete documentation. That way, once we receive the docs, the staff can process the application without waiting until the next Secretariat meeting. Meeting with the Corporate Department - one Secretariat volunteer needed to have a meeting with the Corporate Department to highlight the issues that stem from their condition that groups need to be members of the DLR PPN to attend deputations with elected councillors.	Actions/Agreed Staff will contact the remaining applicants and relay Secretariat decisions and/or queries. Volunteered need.

Following approved: Foxrock South Residents' Association De La Salle Palmerston FC Leopardstown & Brewery Road Residents Association Williamstown Community Garden Westbury Residents Association Honey Park RA Woodside RA	
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5. Finance Report Jan – April 2026

At the end of April 2026, we have around €14,500 in our current account and are in a situation of underspend due to the following factors: - The Chamber has not raised the invoices for Revenue taxes, despite our requests. We will keep at it, and we'll reimburse the Chamber as soon as they invoice us. - Staff wages have not yet been brought up to Grade 5/2026 - but they will be backdated to the correct increment dates following the May Secretariat meeting. - We are waiting for tranche 1 DRCDG of €80,540 to arrive in the bank account before we backdate the wages to avoid being overdrawn. - So, these figures will be brought up to date by mid-June 2026.	Actions/Agreed
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6. Representatives

Meeting on the 3 rd of June – in the People's Park, meal & workshop with Lyn Hagin Meade, continuation of supports already started, how to put items on the agenda etc. Dublin Mountains Partnership representative. Request previously brought to the Secretariat resulted in a mandated rep with great knowledge of the community being put forward and accepted by the partnership. A resident from Kellystown RA has been in correspondence and has requested that he be put forward as a representative on the forum.	Actions/Agreed This is an external committee; it is therefore outside of our remit of the PPN to instruct an external organisation on how they choose participants. The resident will have to take this matter up directly with Dublin Mountains Partnership. Simone will relay Secretariat decision.
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b) Biodiversity Steering Group – new rep requested to oversee the new biodiversity plan by Anne Murray the biodiversity officer. The rep needs to be put forward from a group whose focus is on biodiversity and restoration. Our members Crann and Birdwatch Ireland are already represented on this committee via other routes and are precluded from submitting a second rep via the PPN. c) Reimbursement and expenses – Reps will be emailed expense sheets prior to meeting on 3rd; hard copies will also be brought to the meeting. The 2025 SPC reimbursement claim has been submitted to the council.	Simone to attend first meeting to find out exactly what is required from the PPN and then start the nomination process when is clear what the ask is.
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7. National Conference	Actions
National Conference – 24th- 25th of September, Athlone. It looks as though each PPN can bring a group of 6. Because numbers are limited preference will be given to those for whom it would be their first attendance and then to those who have not been for some time.	Actions/Agreed Anne and Sharon are available to attend

8. Plenary Meeting	Actions/Agreed
30th of September – Talbot Hotel. It will be an expo event. Staff would like to include member groups to present successful funding projects and to share their experience. Also, those groups who could demonstrate their activities. We can also discuss with the council at the June meeting.	Secretariat were asked to think about the format and send in any suggestions to Simone.

9. Meeting with DLR CoCo	Actions/Agreed
First bi-annual meeting with the dlrCC- (we report to them twice yearly) due end of June, in person during the daytime. Secretariat volunteers requested.	Rory & Bill volunteered, Sharon is around if needed.

10. Hosting Arrangement

End of temporary arrangement is 31 Dec 2026. The current arrangement is working well for us, and we are not aware of any issues with the host. We will approach the Chamber to ask them to renew and continue in the role. A couple more years of stability would be good, maybe a three-year contract.	<i>Action/Agreed</i> Gavin and Sharon volunteered to meet with the Chamber to discuss.
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11. Correspondence and other initiatives

a. More correspondence from a disruptive member – Staff followed secretariat instructions. b. SEC – ‘Buying Clubs’ initiative was presented by Gavin. This is a pilot scheme; there are 9 organisations in the DLR DZ. The idea is to set up a buying in club to manage the procurement of retrofitting in bulk, by grouping people together to get the best value for money. There will also be training/information sessions for participants. Gavin will keep the PPN advised as to how it can support this initiative. c. Training – low attendance – 30 people signed up and 12 attended the recent Funding training. We have had to cancel the smart phone training next week as only one person showed up for the training today. We did a training needs survey in Dec 2025 and based the 2026 training offering on the members suggestions. It seems that there are many organisations providing free training. As it is free people do not feel an obligation to attend once registered. We will put this item on the agenda later this year for review. There were suggestions of using AI to produce illustrated training reels/videos and another of rolling out certified QQI level 4 training. d. National Worker’s Meeting update – next meeting is tomorrow 12 May e. National Secretariat Meeting update – Gavin has been to one, they are meeting again this week, but he cannot attend as he did not receive enough notice.	<i>Action/Agreed</i> Put this item on the agenda later this year for review. In the meantime staff will review suggestions in line with our remit and resources. Simone will send a brief report. We may need to look for another rep as Gavin agreed to attend on a temporary basis.
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13. Governance

Secretariat members have been approached at meetings and events by a former secretariat member who stated that they were unhappy	<i>Action/Agreed</i> Staff to refer any correspondence to secretariat as this is a secretariat matter only.
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about having to step down after having reached the maximum number of years allowed through national PPN Handbook.	
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13. AOB	
Simone invited to attend a Chamber event and to make a presentation on the PPN to Sandyford Business District meeting.	<i>Action/Agreed</i>

13. Date of next meeting	
3 rd June 6pm followed by the Representatives Networking Meeting 14 September @5pm online	<i>Action/Agreed</i> At June meeting decision will be made about the need or not to have a July meeting.