DLR PPN SECRETARIAT MEETING

14 September 2026, 5-5.45pm, online

In attendance: Gavin Harte, Bill O'Dea, Sharon Perry, Anne Harrington, Colette Downing

Apologies: Rory Farrelly, Hilda Arenas, Viola di Bucchianico, Simone Sav

Not in Attendance: Hope Adjenughure

1. Call to order. The meeting was facilitated by Colette Downing.
2. Declaration of conflict of interest:
No Conflict Declared
3. **Review of previous meeting minutes and matters arising**

Discussion	Actions/Agreed
No Matters Arising	Proposed Sharon Perry Seconded Bill O'Dea

4. New Membership Applications	
Discussion Following associate approved: The Travellers Womens Shed Belarmine Parent and Baby Group	Actions/Agreed Staff will contact the remaining applicants and relay Secretariat decisions.

5. Financial Updates	
August Financial Report has been circulated to all secretariat members, no questions received. We are at just over 67% of total spend so on track, September will be a month of expenditure as the national conference and plenary are taking place. We will enter the last quarter with major event spending complete save final Representatives Network Meeting and salaries.	Actions/Agreed None

6. Plenary and upcoming events	
25 Exhibitors confirmed, speakers confirmed, an Cathaoirleach, Jake Ryan DRCD, David Girvan on the Disability Act consultation.	Actions/Agreed Meithael 2026 title approved.

MC Sharon volunteered, Anne has volunteered to provide greeting and assistance in conference hall. Gavin and Bill will both be attending and volunteered to take on any duties requested. Kay Gleeson, Age Friendly Rep has also volunteered to assist with sign in. Request from member for daughter due to her achievement to be an invited guest at the plenary was discussed.	The secretariat instructed staff to contact member and inform them of their decision, that while they wished to congratulate her on her achievement it would not be possible to include this at the plenary.

7. Draft SLA with Host Organisation 2027-2029	**Actions**
The draft SLA had been circulated to Secretariat prior to meeting for comments, none received. The SLA was discussed; secretariat is happy to amend terms of SLA if required by Host org. Request that language used to describe be tightened to use the word staff except when mentioned or quoting government circulars.	Draft approved. Simone to make the small changes and to forward to Host org for their input and approval.

8. Representatives Network Meeting	**Actions**
Reps Network Meeting & training. We have received quote from Gourmet Food Parlour Gourmet Food Parlour have availability. Minimum attendees for private function is 25 and minimum spend €1200. Menu circulated and approved, date	Proceed with booking.

9. Correspondence and other initiatives	
Submission made to the Community Safety Partnership Draft Consultation, main point to include and identify PPN as key partners. This submission was circulated to the Secretariat prior to the meeting. Meeting with UCD rescheduled and will take place on 15 September 2026. Irish Mens Sheds invited the PPN to attend their regional meeting last week, Simone represented DLR PPN.	*Action/Agreed*

9. **Governance and admin**	
LDCD – the person nominated for the vacancy has informed us that she has not yet been contacted by the council, Simone has followed up behalf of the PPN.	*Action/Agreed*

10. **AOB**	
Dlr Community Grants 2027 announced open 25 September until Friday 23 October at 1pm	*Action/Agreed*

11. **Date of next meeting**	
19th October at 5pm online Sharon Perry gave her apologies as she is not available to attend this meeting, but it is important to proceed due to grant deadline.	*Action/Agreed* Good timing for membership applications to be reviewed prior to the grant deadline.