



Líonra Rannpháirtíochta Pobail Chiarraí Public Participation Network Kerry

Kerry Public Participation Network	
Date:	Thursday 16 th May 2024
Time:	10:30am
Venue:	Tralee Education Centre

Rotating Chairperson:	Mr Derry Murphy (DM)
Present	Ms Anne Marie Fuller (AMF) Mr Bill Morrell (BM) Mr John Spillane (JS) Mr Tomás Stack (TS) Connie O'Leary (COL) Ms Jennifer O'Sullivan (JOS)
Online	Ms Patricia Holbein (PH)
In Attendance	Breeda O'Sullivan, PPN Development Worker (BOS) Andrea Moriarty, PPN Support Worker (AM)
Apologies:	Mr Tomás Stack (TS) Mr Alan O'Connell (AOC) Ms Maura Fitzgerald (MF)

1. Minutes of the last meeting – Thursday 11th April 2024

Proposed by JS and seconded by AMF .

Note : Minutes to be signed off by 2 members of Secretariat.

1. Matters Arising:

- Under item no 6 (MOU) COL informed the meeting that as part of the 2024 MOU document under the Reporting and Evaluation section ,Kerry PPN will submit a bi-annual report detailing progress on the Workplan in accordance with the agreed Key Performance Indicators (KPI's) .
- Secretariat members had queries in relation to their private contact details being displayed on the Kerry PPN website. It was agreed by all that private contact details would be removed, and discussions will be ongoing as to what to use going forward.

2. Financial Update:

PPN Development Officer gave an update on the figure of monies spent to date. BOS attended the PPN workers meeting on Wednesday and explained that in the Financial Report submitted to the Dept each year a new “Meetings” tab will be inputted into the report as the monies for your monthly meetings etc is separate to the Plenaries that take place and she also emphasised from the meeting that 2 Plenary’s a year must take place. They were told at the PPN workers meeting that down the line there will be updates made to the Financial Controls document.

The Financial Controller within the dept emailed and queried the carryover request with the PPN Development Officer as the amounts differ. The Development Officer will contact her in relation to this and will keep the secretariat informed on this.

3. Update on Disability Linkage Group

PPN Development Officer, COL and JOS met with KCC's Disability Access Officer John Scally on the 5th May .He has agreed to attend and outline his role at the next Disability Linkage Group Meeting taking place on Thursday 23rd May. They have also contacted the Sports Inclusion Disability Officer of Kerry Recreation Sports Partnership (KRSP) to see if she is available to give a talk. Once confirmation has been received the Agenda will be finalised .

4. Update on Environmental Linkage Group

Next meeting will take place on May 28th. All the candidate running for election will be invited to come. The 3 areas that will be highlighted at the meeting will be Pesticides, Herbicides & Fungicide use, Tree Management and Allotments & Community Gardens. 3 Subgroups have been formed 1 for each of the above issues and they have been pulling together the asks for those areas ahead of the meeting. The Development Officer will contact the candidates next week. A planning meeting will go ahead online on the 21st May ahead of the 28th.

5. Email from KCC's Senior Staff Officer in Community Dept re LECP

Senior Staff Officer within KCC's Community Dept emailed PPN Development Officer (BOS) seeking action plans out of the information originally submitted by the PPN Secretariat. Secretariat will meet online on Wednesday 29th May @11am to do up actions plans/timeframes/KPI's to be submitted for the LECP.

6. Cavan PPN Pledge for Council Election

Cavan PPN ahead of the Local Election's done up a Community Pledge for Councillors to sign to support the Community Groups. Kerry PPN will adapt this to suit the Kerry PPN and will put it to our Local Councillors running. All secretariat members agreed with this. Kerry PPN Support worker (AM) to adjust and send to secretariat for approval.

7. Development Officers invitation to Kenmare Community Care on Friday 24th May for Launch of their report

Approved from secretariat for Development Officer (BOS) to attend. BOS will revert in next meeting with an update.

AOB (Any other Business)

1. JS attended the PPN National Group Meeting in Dublin and gave a short report on his attendance.
2. It was decided after the workers group meeting for the LECP on Wednesday 29th May they would continue with a meeting for the website as information needs to get finalised for the website team as a lot of the information is outdated.
3. Two more quotes to be sourced for the website for procurement. BM to follow up on this.

Actions Arising from This Meeting:			
Item No.	Action	Person Applicable	Timeframe
1	Details for secretariat Members on website to be decided	Secretariat	Ongoing
2	Development Officer (BOS) to contact dept in relation to query on carryover from 2023	Development Officer	Ongoing
5	Secretariat to met re LECP action plans	Secretariat	29 th May 2023
6.	Support Worker to adapt Cavan Community Pledge poster to suit Kerry PPN and Development Officer (BOS) will send to candidates. It will go on website and newsletter	Development Officer & Support Worker	ASAP
7.	Development Officer will attend Kenmare Community Care representing Kerry PPN	Development Officer (BOS)	24 th May 2024

Next Meeting	
Date:	Thursday 27 th June 2024
Time:	10:30am
Venue:	Tralee Education Centre

Signed	Jennifer O'Sullivan Coffey
Date	27/06/24
Signed	John Spillane
Date	27/06/2024