

## Minutes

### Clare PPN Secretariat Meeting – 3<sup>rd</sup> September 2020

**Present:** Kay Murphy, Sarah Ferrigan, Sarah Clancy, Elaine D’Alton, Padraic Hayes, Mary O’Donoghue, Monica McKenna, Dermot Hayes, Fionnuala Collins

- **Agenda** SC presented and rearranged to maximise efficiency
- **Previous minutes** read and agreed *\*proposed Kay/2<sup>nd</sup> Dermot*
  - Gift approved in last minutes for George Atijohn outstanding
  - COVID staff training completed with supporting documentation circulated
- **Letter from Department** Background to letter explained. External fundraising reported to Dept. in error. A need for a second PPN bank account is highlighted by this situation. Response to be as simple as possible. Department needs a simple solution. Suggestion to call Department first not deemed useful.
  - Decision: Re-submit correct 2019 accounts (with external fundraising removed) with letter of explanation *\*proposed Kay/2<sup>nd</sup> Dermot*
- **Financial policy** Proposed financial policy (including petty cash policy).
  - Action: To be circulated by SF for discussion and amendments and adopted at next Secretariat meeting.
- **Rethink Ireland Fund** SC gave update. Discussion: PPN has support from other organisations (CLDC, CWN & West Clare FRC). CLDC have not confirmed whether they are applying or not. Important it comes to Co. Clare. PPN eligibility was questioned but Fund said we can apply. Department is very specific about PPN remit. Collaboration Funding Strand would not need to nominate lead organisation. PPN secretariat backs actions for marginalised groups in Clare, currently nothing in county for very marginalised. Funding will promote participation of Travellers. Aiming to employ a Traveller very quickly. Worst case scenario: PPN does not get funding or best organisation does not get funding (different organisations have different culture and slant, therefore very different Traveller org). PPN has flexibility and community in/out. Must nominate lead for application with support available from other organisations.
  - Decision: Meet to discuss application on Tuesday 8<sup>th</sup> September (Breege, Monica, Primary Healthcare workers? etc.)
  - Action: SC to draft application, SF to draft budget in advance of meeting
- **CCRT:** to meet on Tuesday to discuss where to now re: COVID and to recognise the community volunteer work done over last 6 months.
- **Wellbeing Survey update** Survey has been launched online. Open until 6<sup>th</sup> October when it will be collated into municipal districts (MD) and presented at MD consultation for discussion. Info will be collated again and presented at plenary on 24<sup>th</sup> November.
  - Action: Secretariat requested to share with contacts
- **County Development Plan + Local Economic and Community Plan** No dates yet for review of CDP and LECP.
  - Action: Ask Bernie Haugh
- **Training** Reps training to run for 4 weeks starting Wednesday 9<sup>th</sup> September. All newly elected reps must attend (long standing reps invited also). Media training on 6<sup>th</sup> and 13<sup>th</sup> October is over subscribed. CARO webinar is gaining interest with 12 requested for attendance. Zoom training needed in West Clare
  - Action: Ask Andy Hamilton for quotation for additional training
  - Action: Contact new reps who have not replied yet
  - Action: Mary to talk to William about Zoom training

- **COVID clarification** Confusion about current regulations for community groups – 6 people from 3 households (exemptions for arts). Remote working still recommended. Things likely to change again on Friday. We must look at how we are going to work long-term as not likely to be resolved in less than 2 years. Currently working well in some areas but not reaching those most excluded.
  - Action: Write to Department seeking clarification
- **Finance report** Finance report presented. Money returned from Templegate needs to be re-allocated
  - Action: Calculate how much extra hours for William would cost and investigate tech requirements for online meetings.
- **AOB**
  - Deadline September 15th for heritage related projects Irish Heritage Council.
  - COVID related allowances need to be brought to the attention of Department of Social Protection. Communication allowance, increased fuel allowance and available food brought up at LCDC. Action: Letter from PPN also.

**NEXT MEETING: 29<sup>th</sup> September 2020**