



**MINUTES OF KILDARE PUBLIC PARTICIPATION NETWORK SECRETARIAT MEETING
16TH OCT 2023 - ZOOM**

Item	By	Action	Responsibility	Timeline
<p>Secretariat Attendees: Anthony Egan (AE), Naomi Scott Hayward , Paul Leighton (PL), Anne Crowe (AC), Liz Denieffe (LD)</p> <p>In attendance: Grainne Fleming</p> <p>Apologies: PJ Fagan</p>				
<p>Welcome & Introduction</p> <p>1. Minutes Sept 18th to be ratified, plus additional mins if required Sept 18th</p> <p>Minutes July 10th</p> <p>Minutes Oct 9th</p> <p>2. Matters arising</p>	<p>LD</p> <p>Proposed by: NSH Seconded: AC</p> <p>Proposed by: LD Seconded: NSH</p> <p>Proposed by: LD Seconded : PL</p> <p>LD</p>	<p>Small changes to be made</p> <p>To be forwarded to GF</p> <p>N/A</p>	<p>GF</p> <p>LD</p>	<p>ASAP</p> <p>ASAP</p>



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<p>3. Correspondence PB – LCDC LB – JM – Secretariat</p> <p>Liz expressed her thanks to PB, LB & JM for their contribution to KPPN</p>	<p>GF</p>	<p>Up-load letters</p>	<p>GF</p>	<p>ASAP</p>
<p>4. Elections GF proposed March and Sept every year Liz proposed that we agenda this for January and revisit vacant seats then. The Policy committee will need to meet in the context of looking at the election policy. It was agreed that we would launch the Secretariat, LCDC and the Economic, Development & Enterprise SPC seats on Nov 1st.</p>	<p>GF</p>			
<p>5. Linkage Groups Grainne told the Secretariat that Liz had a conversation with Nathen Flaherty (Climate Action rep) and Nathen has offered to facilitate the Climate action linkage group meeting in December. Liz stressed the importance of revisiting Linkage groups in the new year as a priority.</p>	<p>GF</p>			



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6. The workplan report

- Date for Plenary – Nov 1st.
Wording for the ballot sheet was agreed
“Do you agree with the Secretariat’s recommendation to the Plenary: That Kildare PPN will establish an independent/CLG to host Kildare PPN going forward”
- Flat structure training
Booked for December 4th – 7pm in the Osprey.
All Secretariat members should confirm attendance.
- Representative Breakfast & thank you – Booked for December 8th – The Osprey hotel

Liz paid compliment to Grainne on presenting a workshop at the National Conference.

Liz also shared the success from the MRPPN meeting, which resulted in a letter being handed to the Minister the night of the conference re: concerns raised by workers.

GF



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<p>7. Hosting Transition Group Update</p> <p>8. Climate Action Weekend</p> <p>9. Finance A question was raised about the budget for Climate action, GF told the group that funds would be available totally €1300 approx.</p> <p>10. AOB Naomi told the group that as the MD representative for Clane she would be remaining as an active member of the group who nominated her.</p> <p>11. Private Secretariat time</p> <p>Next Meeting: In person – November 20th</p>	<p>LD</p> <p>NSH</p> <p>GF</p>	<p>Naomi will investigate the costing of a trip to Cloughjordon. Grainne will get quotes for mini bus (16 seater)</p>	<p>NSH</p> <p>GF</p>	<p>ASAP</p> <p>ASAP</p>
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