**Secretariat minutes March 2022**

Present: Gerry (facilitator), John, Catherine, Ernie, Ruth (note-taker)

Absent: Steven, Rachel, Gavan, Beatriz

Minutes from February meeting proposed by John, Seconded by Ernie, and will be posted on the PPN website.

**Minutes**

1. **Staff updates**

* The next Plenary will take place on 26 May at St Patrick’s Cathedral. We have invited the Lord Mayor to launch the 5 year plan, there should be updates from the Secretariat and a screening of two films. We need policies on child/vulnerable adult safeguarding/images and messages in place and public liability insurance in place, before this meeting.
* Planning for the PPN/DCU Summer School in progress for late May/early June.
* We have three quotes for public liability insurance – to be decided.
* Ernie to take over Ann Marie’s responsibilities re: complaints responses from 2021.
* PPN Bulletins are all posted on the website alongside minutes from meetings in 2022

1. **Updates from the Secretariat**

The last Thursday of the month, with Paula Leonard of ICAAN went very well. This was a JPC Linkage Group meeting, and a “Last Thursday” and John was very happy with this progress.

Catherine to join the PPN working group on establishing a depository of motions/documents etc, for all PPNs.

1. **Any other business (none)**

The Secretariat agreed to Paul Woodward and Ernie Begg’s second proposal for a further 5 films to be made of PPN member groups, for 3,500 euro.

This project can commence after the Secretariat have seen the first 10 films and have chosen which five member groups should be filmed next.

1. **Date of next meeting:**

**12 April from 6.30pm – 8.30pm**

**(second Tuesday of every month: Steven to facilitate)**