

Minutes of LWETB Board Meeting			
Date:	Tuesday 20 th May 2025		
Time:	6.00 p.m.		
Venue:	Bloomfield House Hotel, Belvedere, Mullingar, Co. Westmeath.		
Attendance			
(Present: P, Apologies: AP, Absent: AB)			
Board Member		Board Member	
Ms. Olivia Callaghan	P	Cllr. Niall Gannon	P
Ms. Joanne Cosgrove	AP	Cllr. Ken Glynn	P
Mr. Luke Casserly	P	Mr. Colm Harte	P
Mr. Donie Cassidy	P	Cllr. Frankie Keena	P
Mr. Owen Catterall	P	Cllr. Denis Leonard	P
Ms. Sheila Corcoran	P	Cllr. Pádraig McNamara	AP
Ms. Shauna Coyne	AP	Mr. Mark Murphy	AP
Cllr Aoife Davitt	P	Cllr. Peggy Nolan	P
Cllr. Alfie Devine	P	Cllr. Pat O’Toole	AP
Cllr. John Dolan	P	Cllr. Emily Wallace	AP
Cllr. Michael Dollard	P		
Also Present:			
Mr. Brian Higgins, Chief Executive (Acting)	P	Mr. Seamus Mohan, Director of SYM (Acting)	P
Mr. Charlie Mitchell, Director of OSD	P	Ms. Gabrielle Gilligan, Clerical Officer	P
Ms. Antonine Healy, Director of FET	P		
1. Preliminary			
Chairperson, Cllr. Aoife Davitt, opened the meeting by welcoming everyone present.			
1.1 Conflict of Interest Disclosure Form			
The Chairperson invited members to disclose any conflict of interest they might have. No conflict of interest was declared.			
1.2 Apologies / condolences / congratulations			
Apologies			
<ul style="list-style-type: none"> • Ms. Shauna Coyne • Cllr. Emily Wallace • Cllr. Pádraig McNamara • Cllr. Pat O’Toole 			

- Mr. Mark Murphy
- Ms. Joanne Cosgrove

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Congratulations:

- None for this meeting.

1.3 Adoption of Minutes of 25th March 2025

Proposed: Cllr. Alfie Devine. **Seconded:** Mr. Colm Harte.

1.4 Matters arising from Minutes

ETBI have added additional dates for Governance Training, Phase 3, which have been sent on to members, who have not yet had the opportunity to complete the training are encouraged to do so.

As requested at our last meeting a meeting took place with Westmeath County Council to discuss possible joint options regarding St. Peter’s Hospital, Castlepollard, unfortunately at present this is not possible. The HSE had requested a business plan in relation to the site and this has been submitted. A submission to the Department of Education and Youth seeking to acquire two elements of land close to Castlepollard Community College has been made. An application has been made to SOLAS requesting funding to conduct a feasibility study on the site. The Board requested that the Minister for DFHERIS and the Minister for Education and Youth be invited to visit the site.

2. Summary of Correspondence

Longford Sports Partnership nominee: Mr. Ben McCormack.

Proposed: Cllr. Frankie Keena. **Seconded:** Cllr. Peggy Nolan.

National Development Finance Agency (NDFA) have requested LWETB’s Solicitors details in regards to Project Dargle, relating to Castlepollard Community College.

3. Committee Reports

3.1 Audit & Risk Committee

Annual Report of Audit & Risk Committee to LWETB Board (2024).

Noted by the Board.

3.2 Finance Committee

Annual Report of Finance Committee to LWETB Board (2024).

Noted by the Board.

3.3 Youth Work Committee:

External Nominees:

Name	Organisation
Anne Marie Regan	Foróige
Geraldine Lacey	Youth Work Ireland Midlands
Nicola Fagan	County Longford Youth Service
Laura McPhillips	Longford County Council
Olachi Alajemba	Longford Comhairle na nÓg
Elliot Walsh	Westmeath Comhairle na nÓg
Peter O'Brien	Scouting Ireland

Proposed: Cllr. Ken Glynn. **Seconded:** Mr. Luke Casserly.

Youth Work Committee Terms of Reference:

Proposed: Mr. Donie Cassidy. **Seconded:** Cllr. Niall Gannon.

3.4 Boards of Management:

Board of Management Nominee:

Ardscoil Phádraig, Granard:

LWETB Representative: Ms. Marie Scanlon.

Proposed: Cllr. Peggy Nolan. **Seconded:** Mr. Colm Harte.

Boards of Management Minutes:

Athlone Community College Minutes dated 12th February 2025.

Athlone Community College Minutes dated 24th March 2025.

Mullingar Community College Minutes dated 13 February 2025.

Mullingar Community College Minutes dated 3 March 2025.

Cornamaddy Community National School dated 19 February 2025.

Castlepollard Community College dated 11th February 2025.

Templemichael College dated 11th February 2025.

Columba College, Killucan dated 11th February 2025.

Noted by the Board.

4. Policies

4.1 LWETB Policies

The following policies were **noted by the Board**.

- LWETB Customer Service Charter
- LWETB Customer Service Action Plan
- LWETB Customer Service Complaints Procedure
- LWETB Financial Fixed Assets Policy
- LWETB Procedure for the Safeguarding of Other Fixed Assets

5. Governance and Publications

5.1 Circular Letters

Circulars of importance were highlighted by Chief Executive (Acting).

Noted by the Board.

6. Chief Executives Report

6.1 Chief Executives Report

Finance Report

Noted by the Board.

HR Report

Noted by the Board.

Buildings Report

Noted by the Board.

Risk Report

None for this meeting.

Climate Action Report

None for this meeting.

General Updates

Each of the Directors gave a presentation about the work undertaken during the past year.

7. Members Business

7.1 Motions - None for this meeting

8. Any Other Business

8.1 Any Other Business

Mr. Colm Harte drew attention to additional bus transport costs experienced by schools on foot of student involvement and successes in various competitions, and asked if there is a fund that schools can access for this type of expense.

CE (Acting) stated that unfortunately ETB has no funding within its budgets to cover this for schools.

8.2 Meeting Date

The Chairperson indicated that the next meeting would be in September 2025, the date and venue will be confirmed via email.

There being no further business the meeting concluded at 8.05p.m.

Signature of Presiding Chairperson: _____

Dated: _____