

## MEETING MINUTES

**Venue : Roof top hall NCRC**

**Date : 31<sup>st</sup> August 2007**

**Time : 10 AM**

### Agenda

- 1 Monthly progress report presentation and Review
- 2 Group discussion (issues)
- 3 Baseline Frame work

The meeting started at 10 AM with the welcome speech of Sebastian Jayaraj. Prekumar briefed about the programmes of the day and its importance. He also explained about the agenda. After this he presented the consolidation of the monthly reports send by the TERs . The gaps in the report filled up by the group and finalized. Also decided to obtain the missing data from the field .The following observations were made by the team during the presentation.

- Names of the villages and Blocks of the project implementation area are lacking and it has to collect and document.
- Gender balance has to be maintained and present position of the Women participation is not satisfactory
- Two Hamlets of the TER 8 comes under the Kaduvayar irrigation and it is in Pappakoil Panchayat. The issue has to be discussed with the Panchayath and should include the hamlets in the project implementation with the approval of the Panchayath.
- Peoples participation in the programmes found low and strategic plans has to develop to improve the participation.
- Strategy to be worked out for the inclusion of the Women Panchayath Presidents in the programmes

After the presentation of the consolidation report and discussion the Team divided in to Two Groups.The groups directed to discuss the issues in the following area.

- 1 Progress
- 2 Strategies/approaches used
- 3 Good practices
- 4 Challenges
- 5 Recommendations for improvement

The group members are

1 Satheesh, Palani, N Devi, Darmalingam, Ramkumar and Ramanchandran

2 Priya, G Devi, Usha, Perumal, Jamal and Sambath

The groups were given one hour for the discussion and preparation of the presentation. Consolidations of the presentations are as follows

## **Progress – Issues**

### ***Orientation:***

Asking more question about time period and Money transfer

### ***PRA:***

Hamlet wise – Consolidation.

Community participation is less – NGOs intervention.

Direct PRA – without collected the basic details about the village (transect walk)

### ***Sub group formation:***

Women participation is less.

Not able to finish the work according to our plan.

### ***Resolution:***

Not able get a resolution – Thirukadaiyur.

Delaying the process – Women president.

### ***Stakeholder analysis:***

ssTER-8 and TER-9 in one panchayat.

## **Strategies/Approaches –**

- Common platform used.
- Meetings are conducted according to community time.
- Ward members and village key persons direct involvement.
- Informal meetings – Community availability (tea shop, NREGA work area)
- Circular given to Panchayat president – regarding meeting.

## **Good practices**

- According to community time – Activity planned.
- Frequent visit- rapport building.
- Involving Government officials.

- Structured format used for data collection.
- Getting resolution – Showing other resolution from the panchayat.

## Challenges

- Not yet get the resolution from Thirukadaiyur panchayat.
- TER-8 and TER-9 coming in one panchayat.
- Non residential president involvement.
- Women presidents are not coming for meeting.
- Sub group formation delayed because cultivation started.
- President is not disseminating the informal to overall panchayat.

## Recommendations

- Information should not be given only to the president – all village key persons (hamlet wise)
- Through sub group – get the resolution.
- Regular interventions and meetings with women and women elected representatives – to improve their participation.
- Information dissemination through various methods – Pamlets, posters, Street play and notices.

Followed by the presentation of the groups Ravi CMS presented the need of the Baseline data collection. He pointed out that:

*This is for the better understanding about the village  
It will reveal the **Starting Point** and the **Destination point**  
This is to understand the **changes** happened through the intervention*

He introduced the format for the baseline data collection

Through the discussions the group arrived in to the following Activities

Sl. No.	Activities	Responsibility	Time line
1	Deatails of the Hamlets ( Hetrogenious,Homogenous) and Blocks to be collected	TER Team	15 <sup>th</sup> September 2007
2	Column for Follow up of the follow up to be added in the MPR	CMS	Included the same
3	Inclusion of the Pappakoil Panchayat hamlets in the project since the panchayat comes both in the TER 8& 9	Social Coordinator and TER Team 9	5 <sup>th</sup> of September 2007

4	Follow up for collecting the resolution from Thirukkadiyur Panchayat	TER Team	To be finalized in the weekly meeting on 7 <sup>th</sup> September 2007
5	Completion of the Task fixed to the staff	TER Team	-do-
6	Collection and filling up the missing data in the base line format	TER Team	15 <sup>th</sup> September 2007
7	Collection of information regarding WUA, Rainfall, Crop for last 3 years and extent area, Extent of Salinated land	TER Team	15 <sup>th</sup> September 2007
8	Data Analysis	Sebi CMS	17 <sup>th</sup> to 30 <sup>th</sup> September 2007
9	Report preparation	CMS and NRMU	Not finalised

The meeting ended at 5 PM with the vote of thanks

#### **Participants**

**Prem Kumar, Ravi CMS, Nagabhusion CMS, A yohannan, Sebastian Jayarai, Satheesh, Palani, N Devi, Darmalingam, Ramkumar, Ramanchandran Priya, G Devi, Usha, Perumal, Jamal and Sambath.**