



Note of Leith Chooses Steering Group Meeting
Wednesday 23 October, 3-5pm
McDonald Road Library Business Hub

Present

Caroline Lamond
 Douglas Tharby

City of Edinburgh Council officer
 Leith Harbour & Newhaven Community Council

Item		Action
1.	Welcome Apologies (Cllr Rae, Sally Millar, Bruce Ryan, Don Giles, Sabrina Tickle, Cllr Amy McNeese-Mechan, Evelyn Kilmurry)	
2.	Minutes of previous meeting Update of previous minutes with trams info carried forward	SM
3.	Matters arising: Schools evidence Still in progress. DT offered to help.	EK
4.	Matters arising: Operational Budget Caroline to continue to check £C still needs more money to operate. <i>Action: Bruce to try his contacts at Napier and from his former publishing career re printing ladybird book of LC</i> <i>Post-meeting update: Bruce has approached Kathleen Glazik (Scottish Government) and has been asked to submit a request.</i>	CL BR
5.	Matters arising: Consul gallery CL has an invitation for BR to attend demo on 7 November 1.30-4.30pm Central Library, Washington Browne Room. Unfortunately BR cannot attend so one person can swap-in. DT keen to visit North Ayrshire Council if a visit is planned.	Steering Group
6.	Matters arising: Volunteers- Greens and Volunteer Fayre Susan has agreement from 5 greens, including one who has experience of disability, to volunteer for the voting event Sally had useful conversations at the Volunteer fayre, possibly leading to more applications <i>Action: Susan to get their contact details to Caroline</i> <i>Action: Sally to contact Leith Police youth volunteers</i>	SR SM
7.	Matters arising: Maximum permitted numbers at voting event <i>Decision: crèche to be arranged for 11am to 3pm, voting event to be open 11am to 3:30pm</i> <i>Action: CL booked those crèche times.</i> <i>Decision: LC to collect data on numbers of children using the crèche, their ages, how long they stay at the crèche, and whether their parents are voters or project-folk</i>	Steering group
8.	Matters arising: briefing volunteers for voting event <i>Decision: steering group to offer drop-ins on Wednesday (at McDonald Rd library) and Friday (at the Kirkgate) before the event (times TBC)</i>	Steering group

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9.	Matters arising: Payments for supplier <i>Action: D McNaughton to be asked to invoice asap (Sally to contact DM) for banners, wraps and social media headers, i.e. to send one invoice for all items</i> <i>Action: CL to try to expedite future payment of invoices to LC</i>	DM, SM CL
10.	Matters arising: A4 poster <i>Decision: This will be paid from Leith Links Project account.</i> <i>Action: Sally to brief David McNaughton</i>	SM
11.	Matters arising: Tweets <i>Action: Bruce and Sally are tweeting, based around previous winners</i> <i>(http://www.leithchooses.net/leithchooses-2018-19/awards-2019) and amounts won</i>	
12.	Matters arising: Journalists Noted that Sally got request from <i>Evening News</i> , leading to interview by phone and follow-up email sending info to journalist, but nothing has been published yet <i>Action: Sally to chase this up if necessary</i>	SM
13.	Matters arising: Reports <i>Action: Caroline to carry on with this work</i>	CL
14.	Matters arising: Support sessions Covered above	
15.	Matters arising: Diversity Sally has spoken with Mizan Rahman but he is beset by personal issues. Sally would be happy to speak with other ELRIC people about LC themes etc	SM
16.	Timeline Wrist bands and voting cards We have voting cards left over (hopefully safely stored at the Kirkgate) <i>Caroline placed wristband order</i>	
17.	First application received by default <i>Caroline contacted George Fyvie about support for applicant. It was agreed it is NOT for £C as the applicant wishes to target Craigentenny and Duddingston people.</i> CL checked with one other Locality regarding sole traders and Community Interest Companies. There was agreement guidance needed updating but the clear guidance was evidencing <i>not for profit</i> status.	
18.	AOB None Caroline shared an invitation from Hermitage park to see their cookery demonstration (9 to 11:30 on Friday mornings. <i>Action: Sally, Susan and Douglas to liaise about this</i>	SM, SR, DT
19.	Date of next meeting 30.10.19	