

Leith Chooses meeting, 07 January 2026

Present: Bruce, Don, Donna, Jason, Lisa, Rachel, Sally, Susan, Tremaine

Online: Abigail, Jack, Naomi,

Definite actions are green-highlighted (sorry there are two shades of green – out of my control – no significance!!)

1 Who has which cards for sticking

Purple = done & handed over to Tremaine; yellow = ready but not yet with Tremaine

- Jack: Volunteer Edinburgh, U-evolve
- Rachel: Water of Leith Conservation Trust, Who cares? Scotland
- Lisa: The Junction, THELMA – in progress, unclear if handed over yet to Tremaine? tbc
- Donna: Pilmeny Development Project, Edinburgh Community Food, Dr Bells Family Centre
- Abby: Teens+, Creative Arts Therapy Space, Citadel Arts
- Sally: Tiny Changes, Turn the Tables
- Don: Tidy Scot, Men of Leith Mens' Shed
- Susan: Broughton Parent Council, ARTs Afternoon, Forget me Notes, Edinburgh Remakery
- Bruce: Leith Primary, YMCA, Leith Community Growers, Kin Collective
- Naomi and Tremaine: the other 6

2 Voting day

- Don is providing 'best stall' prize.
 - Action: Don to submit expense form – or not, as he chooses.
- UPDATE: Tremaine says = After speaking with our Health and Safety Team, they have advised that we try and monitor how many people are in the room at any one time so we don't have any overcrowding. I don't think this needs to be an exact science but perhaps we could assign someone's volunteer role to monitor this on the day and make sure we put a hold on more people entering the building if we do get overcrowding.
 - But do we know what the recommended number is for (a) the building and (b) the main hall?

2.1 Setting up for Voting Day on Friday 23 January

2.1.1 Tables for stalls and Signage

- Action: Sally to check when community centre is available on Friday 23rd - DONE.
 - UPDATE – Sally has now spoken to Rob. The tables and chairs will have been delivered earlier in the day and will be in the café area which is in use until 6pm. (The Main Hall is also in use). So
 - Action: LC Steering Group to come no earlier than 6pm to **community centre** to help set up tables, install signage etc.

2.2 Volunteers (excluding Steering Group Members)

- UPDATED 6 guaranteed from CEC, maybe one other, including Lisa Kernan who will do filming (with another colleague Erin Fulton to help with this).
 - Action: Tremaine to supply list of CEC folk and roles they would prefer. DONE
- Via Donna - 2 from Utilita (new)
- Via Jason - 1 from LHNCC, 1 Napier student (so far – maybe more to come)(new)
- Via Sally & existing list of contacts / previous volunteers - 11 (experienced)
- Via Susan – Greens - 3 definites, maybe more to come, plus Kayleigh will do media desk) (some/mostly experienced)
 - Action: Susan to confirm names by the end of this week.
- Action: Sally to recirculate written volunteers briefing for final comments (**QUICKLY PLEASE, BY EMAIL!**) by Steering Group members.

There was discussion of whether/how/ when to have a volunteer briefing event, and how much volunteers need to know.

- It was suggested to hold a Teams briefing, and record it. The recording will then be circulated to those who couldn't attend live. (The recording to be hosted on the LC website, with the written briefing right next to it.)
 - Action: briefing to be held Wed 14th, 6pm online only via Teams, Sally to lead.
 - Action: Naomi to create meeting link, circulate it to CEC folk. Also send to Sally to circulate to other volunteers. DONE
 - Action: Sally to circulate reminder, with link and invitation to all volunteers on her list (including above new ones) and put on website and link from socials.
- Then final in-person briefing at community centre on 21st (5pm)
 - Action: Sally to check whether community centre is available. DONE
 - Yes, Meet in Persevere Room: Invite volunteers for in-person briefing from 5pm (following usual SG meeting, see below)
 - Action: Donna to check with Graham (Kirkgate security) whether lift is working and remind him re 24 January event
 - Action – Sally to check with Rob re lift. DONE.
Rob doesn't know for certain if it's now repaired and working but will look into it. He also liaises very frequently with Graham and has good relationship. But Graham can only report faults, and open or not open – he cannot arrange or hasten repairs etc. Rob points out that even if lift is working now, it can break again at any moment, however.... He

thinks he has a key and could open it if necessary (assuming its working) - although other staff at Community Centre in the past have denied that they can open it!)

3 Meeting planner for Steering Group

- Meeting 14 January at 4pm in Library as usual (in-person for Jack and Abi to hand in their stickered cards), optional or online for others.
- 14 January 6pm - attend 6pm volunteer briefing online (Jason and Rachel for definite), others optional). Donna and Sally to stay at Library to host 6pm online briefing for Volunteers (to be recorded)
- Meeting 21 January 4pm as usual but in Leith Community Centre (Persevere Room)
- Meeting Wednesday 28 Jan (3pm to 5pm) in McDonald Road Library, for vote counting (bring snacks etc.).

4 AOB

- Action: Susan to liaise with Trams re copy for their onboard 'advert'
- Sally has confirmed with Rob Levick that Kinnaird Hall IS available for Results Night on 19th February.

4.1 Expenses

- Action: Sally to submit expenses forms to Tremaine