



4.14	Ref 9.5:	(See Item 7.5 below)
4.15	Ref 9.6.1:	(See Item 7.6.1 below)
4.16	Ref 9.6.2:	(See Item 7.6.2 below)
4.17	Ref 9.7.1:	(See Item 7.7.2 below)
4.18	Ref 9.7.2:	(See Item 7.7.4 below)
4.19	Ref 9.8.3:	(See Item 7.8.1 below)
4.20	Ref 9.9.1:	(See Item 7.9.1 below)
4.21	Ref 9.9.2:	(See Item 7.9.2 below)
4.22	Ref 10.1	(See Item 8.1 below)
4.23	Ref 11.1.1:	(See Item 9.1.1 below)
4.24	Ref 11.1.3:	(See Item 9.1.2 below)
4.25	Ref 11.1.5:	(See Item 9.1.3 below)
4.26	Ref 11.1.6:	(See Item 9.1.4 below)
4.27	Ref 11.1.7:	(See Item 9.1.5 below)
4.28	Ref 11.1.9:	(See Item 9.1.6 below)
4.29	Ref 11.2.2:	(See Item 9.2 below)
4.30	Ref 12.1:	(See Item 10.1 below)
4.31	Ref 12.2:	(See Item 10.2 below)
4.32	Ref 12.3:	(See Item 10.3 below)
4.33	Ref 13.1:	(See Item 11.2 below)
4.34	Ref 13.2:	(See Item 11.3 below)
4.35	Ref 13.3:	(See Item 11.4 below)
4.36	Ref 15:	(See Item 12 below)
5	<u>Treasurer's Report</u>	
5.1	PB reported that a balance of £20,176.94 is in the DWA account. Unrestricted Funds: £ 15,340.94 Restricted Funds: £ 836.00 Places Called Home; for Dallas Dhu Ramp project. £ 4,000.00 Money for Moray; for Dallas Dhu Ramp project.	
5.2	Significant Income: £ 4076.05 from Stripe; Ghost Train Walk ticket sales since last meeting.	
5.3	Significant Expenditure: £ 160.66 to KBM; materials for replacement information signs	
5.4	Anticipated Income: £ Nil	
5.5	Anticipated Expenditure (from DWA funds): £ Nil	
5.6	Anticipated Expenditure (covered by external funding): £ Nil	
6	<u>Correspondences</u>	
6.1	<b>To the Secretary</b> MC reported that children a from local primary school will be planting trees in the Dallas Dhu area on 17/03/2023. The trees are oak saplings that the children have grown from seed.	
6.2	<b>Other Correspondence</b> (Nothing to report)	
7	<u>Dava Way Path Works and Projects</u>	
7.1	<b>Unplanned Work Since Last Meeting</b> (Nothing to report)	

7.2	<p><b>Planned Work Since Last Meeting</b></p> <p>Ref 9.3.1: PB and MC reported that the following tasks were completed at the work party held 11/02/23:</p> <ul style="list-style-type: none"> <li>• Auchearn Cutting through Bantrach Cutting. <ul style="list-style-type: none"> <li>○ Cleared drainage ditches.</li> <li>○ Quarry dust path laid around gates at Bantrach Crossing.</li> </ul> </li> <li>• Dunphail Bypass. <ul style="list-style-type: none"> <li>○ Set counter posts in concrete and complete counter setup.</li> <li>○ Retrieved manual counter equipment.</li> </ul> </li> </ul> <p>MC reported that he notified the Dunphail and Glenernie Estate Manager and the Logie Estate Manager about the works to be carried out. Action closed.</p> <p>PB and MC reported that the following tasks were completed at the work party held 11/03/23:</p> <ul style="list-style-type: none"> <li>• Dallas Dhu. <ul style="list-style-type: none"> <li>○ Surveyed ramp.</li> <li>○ Prepared ground for planting of oak saplings by local primary school children.</li> </ul> </li> <li>• Rafford Bridge and Embankment. <ul style="list-style-type: none"> <li>○ Cut back encroaching broom and gorse.</li> </ul> </li> <li>• Dava Way north from Grantown-On-Spey. <ul style="list-style-type: none"> <li>○ Carried out drive-through survey for storm damage and windblown trees.</li> </ul> </li> </ul> <p>MC reported that he notified the Altyre Estate Manager about the works to be carried out.</p>	
7.3	<p><b>Priorities for Next Work Party and Mini Work Parties</b></p>	
7.3.1	<p>It was noted that the second Saturday in April falls on the Easter weekend. In his absence, it was agreed unanimously that PM should decide on the tasks to be carried out and whether the next work party should be moved to another weekend. PM will make the necessary arrangements. MC will notify the relevant estate manager of the works to be carried out.</p>	PM MC
7.3.2	<p>Ref 9.3.2: Action held over. PM or NS will treat the oak benches with teak oil when possible.</p>	PM/NS
7.3.3	<p>Ref 9.3.3: Action held over. NS will inspect the damage to the nose of the Dragoon sculpture and see what can be done to repair it.</p>	NS
7.3.4	<p>Ref 9.3.4: Action held over. NS will reattach the ear to 'Jess the dog' at Bogeney and repaint the sculpture.</p>	NS
7.4	<p><b>Signage</b></p>	
7.4.1	<p>Ref 9.4.1: Action held over. PB will tabulate a bill of materials and obtain a total cost for fixing waymarker signs to lamp posts and street signs, to replace the wooden waymarker posts between the Tolbooth and Mannachie Avenue.</p>	PB
7.4.2	<p>Ref 9.4.2: PM will arrange for manufacture of the replacement finger post for Rafford Station, in the style of the fingerposts manufactured by Greg MacAulay.</p>	PM
7.5	<p><b>Tooling and Equipment</b></p> <p>Ref 9.5: Action held over. MC will research the cost of suitable counters and identify potential additional sources of funding. MC reported that Inverness-based Chambers Electronics have provided details for their <a href="#">RadioBeam People and Bicycle Counters</a> (RBBP), with several options for data collection. An RBBP with data logger, like the one installed at the Dunphail Bypass, would cost £2,020 per unit.</p>	MC

7.6	<b>DW Information Boards Replacement Project</b>	
7.6.1	Ref 9.6.1: Action held over. NT and TH will collaborate on the project to redesign the information boards and add QR codes linking to associated pages on the DWA website.	NT/TH
7.6.2	Ref 9.6.2: Action held over. NS will manufacture qty 4 new information boards to replace ones identified as being beyond repair.	NS
7.7	<b>Dallas Dhu Access Ramp Improvement Project</b>	
7.7.1	MC provided a comprehensive update on project progress.	
7.7.2	Ref 9.7.1: MC reported that he has submitted a first stage application to PfA for project funding from the Ian Findlay Path Fund. Action closed.	
7.7.3	MC reported that he has received feedback on the first stage application. The DWA need to gather further evidence justifying the installation of the ramp; statements of support from appropriate local community groups, feedback from path user surveys, etc. The DWA also need to identify suitable sources of match funding, in addition to the value attributed to recorded trustee/volunteer hours.	
7.7.4	Ref 9.7.2: Action held over. MC will collaborate with TH to develop the means to gather evidence of support for the project from path users, relevant user groups and the local community; e.g. Survey Monkey questionnaire publicised on the DWA website and Facebook group.	MC/TH
7.7.5	MC will identify suitable sources of match funding for the project, in addition to the value attributed to recorded trustee/volunteer hours.	MC
7.7.6	MC will submit a planning application to Moray Council.	MC
7.8	<b>Dava Bypass Project</b>	
7.8.1	Ref 9.8.3: PB reported that he provided TT with details of the <a href="#">Getmapping</a> website, where the topographical data may be obtained. TT reported that he purchased a 1km square of data for the area surrounding the Dava settlements and loaded it into a Geographical Information System (GIS) application. TT noted that the level of detail provided by the downloaded data was found to be insufficient to support preliminary analysis of possible bypass routes. Action closed.	
7.8.2	PB noted that the <a href="#">ROAVR Group</a> and <a href="#">CainTech</a> , both Inverness-based companies, can carry out detailed topographical aerial surveys. He will approach these companies and obtain quotes for a detailed topographical survey, sufficient to enable the DWA to identify potential routes that will meet the design specifications for both a forestry track and multi-user path.	PB
7.9	<b>Dava Way Upgrade Project Plan</b>	
7.9.1	Ref 9.9.1: Action held over. TT will complete a redraft of the DWA Strategic Business Plan into the <a href="#">Business Plan</a> format preferred by the National Lottery.	TT
7.9.2	Ref 9.9.2: Action held over. MC and MS will update the DWA Strategic Business Plan to include a funding strategy for the DW Upgrade Project Plan.	MC/MS
8	<b>Health and Safety</b>	
8.1	<b>Review of DWA Health and Safety Management System</b> Ref 10.1: Action held over. The DWA Equipment Custodians listed in the DWA Health and Safety Policy document will carry out risk assessments for the equipment they hold, identifying and documenting the appropriate control methods to be used. The completed risk assessments are to be added to the DWA Health and Safety Policy document.	Custodians /MC

8.2	<b>First Aid Kits</b> The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.	
8.3	<b>Injury Reports and Incidents</b> (Nothing to report)	
9	<u>Dava Way Publicity</u>	
9.1	<b>DWA Website</b>	
9.1.1	Ref 11.1.1: Action held over. DWA Trustees to provide feedback on the content and form of the new website as new functionality is introduced.	All
9.1.2	Ref 11.1.3: TH reported that he has added an electronic copy of the DWA Gift Aid form to the fundraising web page, with appropriate text for its use. Action closed.	
9.1.3	Ref 11.1.5: TH reported that a donations section has been added to the Supporting the Dava Way web page of the DWA website. Action closed.	
9.1.4	Ref 11.1.6: TH reported that he has explored the feasibility of aggregating counter data for quarterly, half yearly or annual comparison as a report, graph, or chart. The current process of capturing data is too irregular, so aggregated reports cannot be produced from it. Action closed.	
9.1.5	Ref 11.1.7: Action held over. MC will liaise with John Whitehead, view the drone photos/movies on offer and assess their suitability for display on the DWA website.	MC
9.1.6	Ref 11.1.9: Action held over. MC will monitor John Whitehead's progress producing a 5-minute video about the DW.	MC
9.2	<b>DWA Facebook Group</b> Ref 11.2.2: MC reported that PM has asked Andy Williams for permission to use some of his photos on the DWA Website or in DWA publications. Andy Williams has given his permission, provided that the photos are suitably accredited. Action closed.	
9.3	<b>Local, Regional and National Publications</b> NS reported that the Forres Gazette recently ran an <a href="#">article</a> on the Ghost Train Walk.	
9.4	<b>External Websites and Social Media.</b> (Nothing to report)	
10	<u>Funding Opportunities</u>	
10.1	<b>Places Called Home</b> Ref 12.1: Action held over. NT will ensure that the DWA comply with the <a href="#">Terms and Conditions</a> of the <a href="#">Places Called Home</a> scheme, as requested in the award email. NT noted that the T&C's do not mention a time limit for spending the funds, just a requirement to produce a report at conclusion of the project.	NT
10.2	<b>Money for Moray</b> Ref 12.2: Action held over. NT will ensure that the DWA comply with the Terms and Conditions of the <a href="#">Money for Moray</a> scheme, as requested in the award email. NT noted that the T&C's require that the funds be spent by the end of 2023. He suggested that the funds could be used as part of the match funding required by the administrators of the Ian Findlay Foundation.	NT
10.3	<b>Paths for All – Ian Findlay Foundation</b> Ref 12.3: MC reported that he has submitted a first stage application for project funding to the <a href="#">Ian Findlay Foundation</a> for Dallas Dhu Ramp Improvement funding. Action closed. MC noted that feedback from the Ian Findlay Foundation administrators	

10.4	has identified some shortfalls in the application that require attention (see Item 7.7.3 above). <b>Other Sources of Funding</b> (Nothing to report)	
11	<u>DW Ghost Train Walk 2023</u>	
11.1	MC provided a comprehensive update on preparations for the Ghost Train Walk (GTW).	
11.2	Ref 13.1: MC reported that he has revised the GTW Project Plan using the best practice obtained from Outfit Moray, and has delegated tasks to the other DWA Trustees. Action closed.	
11.3	Ref 13.2: PB reported that he has booked qty 3 Portaloos from Nixon Hire for the GTW event, two to be sited at the Dava checkpoint and one in the corner of the Dallas Dhu car park. Action closed.	
11.4	Ref 13.3: MC reported that he has contacted Historic Environment Scotland and has obtained their permission to site a Portaloo in the corner of the Dallas Dhu car park. Action closed.	
11.5	MC asked the DWA Trustees to confirm their agreement to paying £700 for GTW event first aider cover, to be provided by <a href="#">Scotia Medical Group</a> . Confirmed unanimously.	
11.6	MC asked the DWA Trustees to approve the GTW event risk assessment document, previously circulated by email for comment. Approved unanimously.	
11.7	MC reported that he has compiled a list of companies identified as potential event sponsors. He will circulate this list to the DWA Trustees by email and asked that they identify any other suitable companies and/or if they know employees that would be suitable as an initial contact.	MC/All
12	<u>DWA Works Promotion</u> Ref 15: Action held over. Discuss options to better promote the work of the DWA volunteers. There was some discussion around replacement work party warning signage, to include text promoting the work of the DWA, and the acquisition of new hi-viz vest that better identify the volunteers as working with the DWA.	All
13	<u>AOCB</u> (Nothing to report)	
14	Date of the Next Meeting: 19:00 11/04/23, at Forres Lawn Tennis Club, Albert Street, Forres, Moray, IV36 1PR.	

Meeting Closed: 20:35



Neil Sinclair  
Chairman  
Dava Way Association