

4.23	Ref 9.1.5: (See Item 9.1.2 below)	
4.24	Ref 9.1.6: (See Item 9.1.3 below)	
4.25	Ref 10.1: (See Item 10.1 below)	
4.26	Ref 10.2: (See Item 10.2 below)	
4.27	Ref 11.7: (See Item 11.2 below)	
4.28	Ref 12: (See Item 12 below)	
5	Treasurer's Report	
5.1	NS reported that a balance of £20,769.57 is in the DWA account. Unrestricted Funds: £ 15,933.57 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: £ 904.77 from Stripe; Ghost Train Walk ticket sales since last meeting.	
5.3	Significant Expenditure: £ 353.16.66 to Nixon Hire; portaloos for Ghost Train Walk.	
5.4	Anticipated Income: £ Nil	
5.5	Anticipated Expenditure (from DWA funds): £ Nil	
5.6	Anticipated Expenditure (covered by external funding): £ Nil	
6	Correspondences	
6.1	To the Secretary	
6.1.1	MC reported that the DWA have received an invitation to attend the Moray Tourism Conference , to be held 25/05/23 at Elgin Town Hall. NS and NT volunteered to represent the DWA at this event.	NS/NT
6.1.2	MC reported that he received an email from the Forres Osprey Bus organisers, requesting that current drivers confirm their details by completing a new driver registration form . RR noted that he is already registered as a driver. MC will confirm with the organisers and what action is required from DWA volunteers already registered as Osprey Bus drivers, and those wishing to register so they can drive the bus at DWA events.	MC
6.2	Other Correspondence (Nothing to report)	
7	Dava Way Path Works and Projects	
7.1	Unplanned Work Since Last Meeting (Nothing to report)	
7.2	Planned Work Since Last Meeting	
7.2.1	Ref 7.3.1a: TT reported that the following tasks were completed at the work party held 01/04/23: <ul style="list-style-type: none"> • Cairn Eney Cutting. <ul style="list-style-type: none"> ○ Cleared drainage ditch on east side at north end of cutting. • Peathillock Cutting. <ul style="list-style-type: none"> ○ Surface improvements north and south of Peathillock Bridge. • Lochenoun Stone Culvert. <ul style="list-style-type: none"> ○ Infilled 1.5 metre deep sink hole adjacent to culvert. • Muir of Logie Crossing. <ul style="list-style-type: none"> ○ Repaired broken timber fence rails. 	

7.2.2	Ref 7.3.1b: TT reported that PB notified the Dunphail and Glenernie Estate Manager about the works to be carried out. Action closed.	
7.3	Priorities for Next Work Party and Mini Work Parties	
7.3.1	In his absence, it was agreed unanimously that PM should decide on the tasks to be carried out at the next work party, scheduled for 13/05/23. PM will make the necessary arrangements.	PM
	MC will notify the relevant estate manager of the works to be carried out.	MC
7.3.2	Ref 7.3.2: Action held over. PM or NS will treat the oak benches with teak oil when possible.	PM/NS
7.3.3	Ref 7.3.3: Action held over. NS will inspect the damage to the nose of the Dragoon sculpture and see what can be done to repair it.	NS
7.3.4	Ref 7.3.4: Action held over. NS will reattach the ear to 'Jess the dog' at Bogeney and repaint the sculpture.	NS
7.4	Signage	
7.4.1	Ref 7.4.1: 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.	PB
7.4.2	Ref 7.4.2: PM will arrange for manufacture of the replacement finger post for Rafford Station, in the style of the fingerposts manufactured by Greg MacAulay.	PM
7.5	Tooling and Equipment	
7.5.1	Ref 7.5: MC proposed that the RadioBeam People and Bicycle Counters (RBBP) with data logger at £2,020 per unit, like the one currently installed at the Dunphail Bypass, should be adopted as the standard for DWA counters. Agreed by majority. Action closed.	
7.5.2	TT suggested that two counters would be needed to gather data on path usage at the southern end of the DW. Additional counters may be needed elsewhere along the route. The required number and locations of counters will need to be decided before applying for funding. The DWA Trustees will consider the number and location of counters, for discussion at the next meeting.	All
7.5.3	TT suggested that the counters could potentially be funded through match funding from the CNPA and National Lottery Awards for All Scotland . MC will research the feasibility of funding the counters using these sources.	MC
7.6	DW Information Boards Replacement Project	
7.6.1	Ref 7.6.1: 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 7.6.2: Action held over. NS will manufacture qty 4 new information boards to replace ones identified as being beyond repair. NS reported that he has manufactured one new information board, and this will replace the one at Dallas Dhu.	NS
7.7	Dallas Dhu Access Ramp Improvement Project	
7.7.1	Ref 7.7.4: 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
7.7.2	Ref 7.7.5: Action held over. MC will identify suitable sources of match funding for the project, in addition to the value attributed to recorded trustee/volunteer hours.	MC

7.7.3	Ref 7.7.6: Action held over. MC will submit a planning application to Moray Council.	MC
7.8	Dava Bypass Project Ref 7.8.2: Action held over. PB will approach the ROAVR Group and CainTech , both Inverness-based 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 7.9.1 7.9.2	Dava Way Upgrade Project Plan Ref 7.9.1: Action held over. TT will complete a redraft of the DWA Strategic Business Plan into the Business Plan format preferred by the National Lottery. Ref 7.9.2: Action held over. MC and MS will update the DWA Strategic Business Plan to include a funding strategy for the DW Upgrade Project Plan.	TT MC/MS
8 8.1 8.1.1 8.1.2 8.2 8.3	<u>Health and Safety</u> Review of DWA Health and Safety Management System Ref 8.1: 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. NS will ask Greg McAulay to carry out a risk assessment for the pole saw. First Aid Kits The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed. Injury Reports and Incidents (Nothing to report)	Custodians /MC NS
9 9.1 9.1.1 9.1.2 9.1.3 9.2 9.3 9.4	<u>Dava Way Publicity</u> DWA Website Ref 9.1.1: The DWA website has now reached steady state. TH will request feedback from the DWA Trustees as and when future new website functionality is introduced. Action closed. Ref 9.1.5: 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. Ref 9.1.6: Action held over. MC will monitor John Whitehead's progress producing a 5-minute video about the DW. MC reported that John is awaiting better weather, to enable filming by drone to commence. He has made arrangements to film a cyclist/cyclists at various points along the DW, and intends to do something similar for a family, dog walkers, equestrians and disabled ramblers. DWA Facebook Group (Nothing to report) Local, Regional and National Publications NS reported that the Forres Gazette recently ran an article about pupils from Anderson's Primary School pupils planting oak trees along the DW. External Websites and Social Media. (Nothing to report)	MC MC

10	<u>Funding Opportunities</u>	
10.1	Places Called Home Ref 10.1: Action held over. NT will ensure that the DWA comply with the Terms and Conditions of the Places Called Home scheme, as requested in the award email.	NT
10.2	Money for Moray Ref 10.2: Action held over. NT will ensure that the DWA comply with the Terms and Conditions of the Money for Moray scheme, as requested in the award email.	NT
10.3	Paths for All – Ian Findlay Foundation (Nothing to report)	
10.4	Other Sources of Funding (Nothing to report)	
11	<u>DW Ghost Train Walk 2023</u>	
11.1	MC provided an update on preparations for the Ghost Train Walk (GTW).	
11.2	Ref 11.7: MC reported that he has a list of companies identified as potential event sponsors. He will approach the companies to see if they are willing to sponsor some aspect of the GTW.	MC
12	<u>DWA Works Promotion</u> Ref 12: Action held over. Discuss options to better promote the work of the DWA volunteers. There was some further 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> RR reported that the Dallas Dhu counter recently showed that there have been 250,000 users on that section over the 8 years since the counter was installed.	
14	It was noted that, due to holidays and other commitments, the DWA BoT would not be quorate if the next meeting was held 09/05/23. It was decided that the next meeting would be held by Zoom on a date TBD by NS/MC.	NS/MC

Meeting Closed: 20:15



Neil Sinclair
Chairman
Dava Way Association