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|-------|---|------------------------|----|
| 4.16  | Ref 7.6.2:  | (See Item 7.6.2 below) |    |
| 4.17  | Ref 7.7.1:  | (See Item 7.7.1 below) |    |
| 4.18  | Ref 7.7.2:  | (See Item 7.7.2 below) |    |
| 4.19  | Ref 7.7.3:  | (See Item 7.7.3 below) |    |
| 4.20  | Ref 7.8:  | (See Item 7.8.1 below) |    |
| 4.21  | Ref 7.9.1:  | (See Item 7.9.1 below) |    |
| 4.22  | Ref 7.9.2:  | (See Item 7.9.2 below) |    |
| 4.23  | Ref 8.1.1:  | (See Item 8.1.1 below) |    |
| 4.24  | Ref 8.1.2:  | (See Item 8.1.2 below) |    |
| 4.25  | Ref 9.1.2:  | (See Item 9.1.1 below) |    |
| 4.26  | Ref 9.1.3:  | (See Item 9.1.2 below) |    |
| 4.27  | Ref 10.1:   | (See Item 10.1 below)  |    |
| 4.28  | Ref 10.2:   | (See Item 10.2 below)  |    |
| 4.29  | Ref 12:   | (See Item 12 below)    |    |
| 5     | <u>Treasurer's Report</u>   |                        |    |
| 5.1   | NS reported that a balance of £20,677.89 is in the DWA account.<br>Unrestricted Funds:<br>£ 15,841.89<br>Restricted Funds:<br>£ 836.00 Places Called Home; for Dallas Dhu Ramp project.<br>£ 4,000.00 Money for Moray; for Dallas Dhu Ramp project.   |                        |    |
| 5.2   | Significant Income:<br>£ 163.07 from Stripe; Ghost Train Walk ticket sales since last meeting.  |                        |    |
| 5.3   | Significant Expenditure:<br>£ 239.99 to NS; reimbursement for Ghost Train Walk (GTW) medals.  |                        |    |
| 5.4   | Anticipated Income:<br>£ Nil  |                        |    |
| 5.5   | Anticipated Expenditure (from DWA funds):<br>£ Nil  |                        |    |
| 5.6   | Anticipated Expenditure (covered by external funding):<br>£ Nil   |                        |    |
| 6     | <u>Correspondences</u>  |                        |    |
| 6.1   | <b>To the Secretary</b><br>Mail delivered to the Town Hall has not been checked for some time. MC to check the DWA pigeonhole.  |                        | MC |
| 6.2   | <b>Other Correspondence</b><br>(Nothing to report)  |                        |    |
| 7     | <u>Dava Way Path Works and Projects</u>   |                        |    |
| 7.1   | <b>Unplanned Work Since Last Meeting</b><br>(Nothing to report)   |                        |    |
| 7.2   | <b>Planned Work Since Last Meeting</b>  |                        |    |
| 7.2.1 | Ref 7.3.1a: PM reported that the following tasks were completed at the work party held 14/05/23: <ul style="list-style-type: none"> <li>• Cairn Eney Cutting. <ul style="list-style-type: none"> <li>○ Scraped back accumulated natural and laid subbase path surface along approximately 60 metres of the track bed.</li> </ul> </li> <li>• Bantrach Cutting. <ul style="list-style-type: none"> <li>○ Cleared section of ditch to improve drainage.</li> </ul> </li> <li>• Dullicht Bridge. <ul style="list-style-type: none"> <li>○ Section of DW north of bridge litter picked by Steve Edwards.</li> </ul> </li> </ul> |                        |    |

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| 7.2.2 | Ref 7.3.1b: MC reported that he notified the Dunphail and Glenernie Estate Manager about the works to be carried out. Action closed.  |          |
| 7.3   | <b>Priorities for Next Work Party and Mini Work Parties</b>   |          |
| 7.3.1 | Focus on work parties until the GTW will be to cut grass and vegetation. PM will make the necessary arrangements.   | PM<br>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   | <b>Signage</b>  |          |
| 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: Action held over. 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   | <b>Tooling and Equipment</b>  |          |
| 7.5.1 | Ref 7.5.2: Action held over. The DWA Trustees will consider the number and location of counters, for discussion at the next meeting.  | All      |
| 7.5.2 | Ref 7.5.3: Action held over. MC will research the feasibility of funding counters through match funding from the CNPA and <a href="#">National Lottery Awards for All Scotland</a> .  | MC       |
| 7.6   | <b>DW Information Boards Replacement Project</b>  |          |
| 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 replaced the board at Dallas Dhu. Work is ongoing on two, and a fourth is to be identified for replacement.          | NS       |
| 7.7   | <b>Dallas Dhu Access Ramp Improvement Project</b>   |          |
| 7.7.1 | Ref 7.7.1: 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 7.7.2: 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 7.7.3: Action held over. MC will submit a planning application to Moray Council.  | MC       |
| 7.8   | <b>Dava Bypass Project</b>  |          |
| 7.8.1 | Ref 7.8: PB has obtained a quotation for a survey of the proposed route for the Dava Bypass. The cost would be £954 incl VAT. Action closed.  |          |
| 7.8.2 | PB will seek input from TT before committing to the quote.  | PB/TT    |
| 7.9   | <b>Dava Way Upgrade Project Plan</b>  |          |
| 7.9.1 | Ref 7.9.1: Action held over. TT will redraft the DWA Strategic Business Plan into the <a href="#">Business Plan</a> format preferred by the National Lottery.   | TT       |

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| 7.9.2 | 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.   | MC/MS          |
| 8     | <u>Health and Safety</u>  |                |
| 8.1   | <b>Review of DWA Health and Safety Management System</b>  |                |
| 8.1.1 | Ref 8.1.1: 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 |
| 8.1.2 | Ref 8.1.2: Action held over. NS will ask Greg McAulay to carry out a risk assessment for the pole saw.  | NS             |
| 8.1.3 | MC to update estate and emergency contact details for lists in First Aid kits to be updated and pass to PM.   | MC/PM          |
| 8.2   | <b>First Aid Kits</b><br>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><br>(Nothing to report)  |                |
| 9     | <u>Dava Way Publicity</u>   |                |
| 9.1   | <b>DWA Website</b>  |                |
| 9.1.1 | Ref 9.1.2: 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             |
| 9.1.2 | Ref 9.1.3: Action held over. MC will monitor John Whitehead's progress producing a 5-minute video about the DW.<br>MC reported that John has requested contact details for an equestrian willing to be included in the video. Sue Bolton (FDT Director) was suggested. MC will pass her contact details to John Whitehead.                      | MC             |
| 9.2   | <b>DWA Facebook Group</b><br>PM reported that the group membership now stands at 1270.  |                |
| 9.3   | <b>Local, Regional and National Publications</b><br>(Nothing to report)   |                |
| 9.4   | <b>External Websites and Social Media.</b><br>(Nothing to report)   |                |
| 10    | <u>Funding Opportunities</u>  |                |
| 10.1  | <b>Places Called Home</b><br>Ref 10.1: 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             |
| 10.2  | <b>Money for Moray</b><br>Ref 10.2: 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             |
| 10.3  | <b>Paths for All – Ian Findlay Foundation</b><br>(Nothing to report)  |                |
| 10.4  | <b>Other Sources of Funding</b><br>Suggestion that DWA should investigate applying to be added to the COOP list of charities. Trustees who are Coop members asked to nominate the DWA.  | All            |

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| 11   | <u>DW Ghost Train Walk 2023</u>   |     |
| 11.1 | MC provided an update on preparations for the Ghost Train Walk (GTW).   | MC  |
| 11.2 | Separate progress report and actions list to be produced by MC.   |     |
| 12   | <u>DWA Works Promotion</u><br>Ref 12: Action held over. Discuss options to better promote the work of the DWA volunteers.   | All |
| 13   | <u>AOCB</u><br>Forres Heritage Trust manage the Tolbooth, and they have provided a 2-drawer filing cabinet for the DWA to store its historical records. It was agreed that a donation of £50 should be made to the Heritage Trust. PB will donate £50 to Forres Heritage Trust. | PB  |
| 14   | Date of the Next Meeting: 19:00 13/06/23, at Forres Lawn Tennis Club, Albert Street, Forres, Moray, IV36 1PR.   |     |

Meeting Closed: 20:30



Neil Sinclair  
Chairman  
Dava Way Association