## THE DAVA WAY ASSOCIATION

Minutes of the Board of Trustees Meeting held 16th May 2023

Venue: Forres Lawn Tennis Club, Albert Street, Forres, Moray, IV36 1PR.

Meeting Opened: 19:00

on By
NT

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 7.7.1 below) 4.19 Ref 7.7.2: (See Item 7.7.2 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 7.9.1: (See Item 7.9.1 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 8.1.2 below) 4.26 Ref 9.1.3: (See Item 9.1.2 below) 4.27 Ref 10.1: (See Item 9.1.2 below) 4.28 Ref 10.2: (See Item 9.1.2 below) 4.29 Ref 10.2: (See Item 10.2 below) 5.1 Treasurer's Report 5.1 NS reported that a balance of £20,677.89 is in the DWA account. 6.2 Unrestricted Funds: 6.3 Significant Income: 6.4 16.30 Flower Moray; for Dallas Dhu Ramp project. 7.4 1.30 Flower Moray; for Dallas Dhu Ramp project. 8 163.07 from Stripe; Ghost Train Walk ticket sales since last meeting. 9 Significant Income: 9 163.07 from Stripe; Ghost Train Walk ticket sales since last meeting. 9 Significant Expenditure: 1			
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<ul> <li>Section of DW north of bridge litter picked by Steve Edwards.</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	Priorities for Next Work Party and Mini Work Parties	
7.3.1	Focus on work parties until the GTW will be to cut grass and vegetation.	
	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	IVIO
1.0.2		DN4/NIC
700	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.	DD
7 4 0		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	Tooling and Equipment	
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	7 (11
7.0.2	counters through match funding from the CNPA and National Lottery	
	Awards for All Scotland.	140
	Awards for Air Scotland.	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	
7.0.1	redesign the information boards and add QR codes linking to associated	
		NIT/TI I
7.00	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
	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.	
	Dellas Dhy Assess Bown Improvement Businet	
7.7	Dallas Dhu Access Ramp Improvement Project	
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
770	I II USICE/VUIUI IICEI TIUUIS.	IVIC
7.7.3	Ref 7.7.3: Action held over. MC will submit a planning application to Moray	140
1.1.3		MC
	Ref 7.7.3: Action held over. MC will submit a planning application to Moray Council.	МС
7.8	Ref 7.7.3: Action held over. MC will submit a planning application to Moray Council.  Dava Bypass Project	МС
	Ref 7.7.3: Action held over. MC will submit a planning application to Moray Council.  Dava Bypass Project Ref 7.8: PB has obtained a quotation for a survey of the proposed route for	МС
7.8 7.8.1	Ref 7.7.3: Action held over. MC will submit a planning application to Moray Council.  Dava Bypass Project 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	Ref 7.7.3: Action held over. MC will submit a planning application to Moray Council.  Dava Bypass Project Ref 7.8: PB has obtained a quotation for a survey of the proposed route for	MC PB/TT
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7.8 7.8.1 7.8.2 7.9	Ref 7.7.3: Action held over. MC will submit a planning application to Moray Council.  Dava Bypass Project 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. PB will seek input from TT before committing to the quote.  Dava Way Upgrade Project Plan	
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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 8.1 8.1.1 8.1.2 8.1.3 8.2	Health and Safety Review of DWA Health and Safety Management System 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. Ref 8.1.2: Action held over. NS will ask Greg McAulay to carry out a risk assessment for the pole saw. MC to update estate and emergency contact details for lists in First Aid kits to be updated and pass to PM. First Aid Kits	Custodians /MC NS MC/PM
8.3	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)	
9 9.1 9.1.1	Dava Way Publicity  DWA Website  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	
9.1.2	DWA website. Ref 9.1.3: Action held over. MC will monitor John Whitehead's progress producing a 5-minute video about the DW. 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 MC
9.2	DWA Facebook Group  PM reported that the group membership now stands at 1270.	
9.3	Local, Regional and National Publications (Nothing to report)	
9.4	External Websites and Social Media. (Nothing to report)	
10 10.1	Funding Opportunities 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	NIT
10.2	the award email.  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 NT
10.3	Paths for All – Ian Findlay Foundation (Nothing to report)	
10.4	Other Sources of Funding 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
	Homiliate the DVVA.	\alpha \ii

11 11.1 11.2	DW Ghost Train Walk 2023 MC provided an update on preparations for the Ghost Train Walk (GTW). Separate progress report and actions list to be produced by MC.	MC
12	DWA Works Promotion Ref 12: Action held over. Discuss options to better promote the work of the DWA volunteers.	All
13	AOCB 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.	РВ
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**