

4.10	Ref 7.3.3:	(See Item 7.3.3 below)	
4.11	Ref 7.3.4:	(See Item 7.3.4 below)	
4.12	Ref 7.4.1:	(See Item 7.4.1 below)	
4.13	Ref 7.4.2:	(See Item 7.4.3 below)	
4.14	Ref 7.4.3:	(See Item 7.4.4 below)	
4.15	Ref 7.4.4:	(See Item 7.4.5 below)	
4.16	Ref 7.4.7.1:	(See Item 7.4.6 below)	
4.17	Ref 7.4.7.2:	(See Item 7.4.6 below)	
4.18	Ref 7.4.8:	(See Item 7.4.6 below)	
4.19	Ref 7.4.9:	(See Item 7.4.6 below)	
4.20	Ref 7.5.1:	(See Item 7.5.1 below)	
4.21	Ref 7.5.2:	(See Item 7.5.2 below)	
4.22	Ref 7.5.3.1:	(See Item 7.5.3.1 below)	
4.23	Ref 7.5.3.2:	(See Item 7.5.3.2 below)	
4.24	Ref 8.1:	(See Item 8.1 below)	
4.25	Ref 8.2.2:	(See Item 8.2.1 below)	
4.26	Ref 8.2.3:	(See Item 8.2.2 below)	
4.27	Ref 8.3.1:	(See Item 8.3 below)	
4.28	Ref 8.4.1:	(See Item 8.4.1 below)	
4.29	Ref 8.4.2:	(See Item 8.4.2 below)	
4.30	Ref 8.4.3:	(See Item 8.4.3 below)	
4.31	Ref 10.1.1:	(See Item 10.1.1 below)	
4.32	Ref 10.1.2:	(See Item 10.1.2 below)	
4.33	Ref 10.1.3:	(See Item 10.1.3 below)	
4.34	Ref 10.2:	(See Item 10.2 below)	
4.35	Ref 11.1:	(See Item 11.1 below)	
4.36	Ref 11.2:	(See Item 11.2 below)	
4.37	Ref 12.1.1:	(See Item 12.1.1 below)	
4.38	Ref 12.1.2:	(See Item 12.1.2 below)	
4.39	Ref 12.2.1:	(See Item 12.2.1 below)	
5	<u>Treasurer's Report</u>		
5.1	PB reported that a balance of £12,121.42 is in the DWA account. Unrestricted Funds: £ 8,037.17 Restricted Funds: £ 84.25 Places Called Home; for Dallas Dhu Ramp project. £ 4,000.00 Money for Moray; for Dallas Dhu Ramp project.		
5.2	Significant Income: £ Nil		
5.3	Significant Expenditure: £ 150.00 TH; reimbursement of website/email support expenses.		
5.4	Anticipated Income: £ Nil		
5.5	Anticipated Expenditure (from DWA funds): £ Nil		
5.6	Anticipated Expenditure (covered by external funding): £ Nil		
5.7	Donations via the GiveWP-Stripe process since last meeting: £ Nil		
5.8	Ref 5.8: Action held over. NS will purchase appropriate additional materials to the value of £84.25 (or more) to complete the manufacture of a replacement information board frame for Dallas Dhu; see Item 7.4.3 below.		NS

6	<u>Correspondences</u>	
6.1	To the Secretary (Nothing to report)	
6.2	Other Correspondence (Nothing to report)	
7	<u>Dava Way Path Works and Equipment Maintenance</u>	
7.1	Unplanned Work Since Last Meeting RR reported that he cut back several bushes at the Mannachie Ramp.	
7.2	Planned Work Since Last Meeting (Nothing to report)	
7.3	Priorities for Next Work Party and Mini Work Parties	
7.3.1	PM proposed that the following works be carried out at the work party to be held on 15/06/24: Cairn Eney Cutting <ul style="list-style-type: none"> • Improve drainage. • Dig offlets to reduce water levels in ruts and potholes. • Lay and compact quarry material to raise the path level. Agreed unanimously. PM will make the necessary arrangements.	PM MC
7.3.2	MC will notify the relevant estate manager(s) of the works to be carried out. 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 Redcoat sculpture and see what can be done to repair it.	NS
7.3.4	Ref 7.3.4: Action held over. MC will liaise with Scottish Gas Networks (SGN) representatives and notify the relevant estate manager(s) about the works to be carried out at the SGN-DWA Community Action Programme .	MC
7.3.5	Ref 6.2: Action held over. PM will identify a suitable project for the 39 Engineer Regiment volunteer work party and liaise with the regiment representative. PM reported that he and PB will host a work party for the Army engineers on 19/06/24. The aim is to scrape mud off the path surface in the Peathillock Cutting. The appropriate estate manager has been informed.	PM
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 displayed a document showing the designs for the signs required at the various locations along the route.	PB
7.4.2	TH reported that the need to standardise use of the new DW logo was discussed by the DWA Trustees via WhatsApp on 17/05/24 and the decision was made that the new logo should be used whenever possible. As a result, TH agreed to research the availability of replacement discs and compare costs. On 28/05/24 a quote for 100 discs to be supplied by CSD Print at a cost of £91.20 was approved by the DWA Trustees, and TH placed the order. TH will monitor progress.	TH
7.4.3	Ref 7.4.2: Action held over. NS will manufacture qty 4 new information board frames to replace ones identified as being beyond repair.	NS
7.4.4	Ref 7.4.3: Action held over. NS will manufacture a new information board frame to the standard design for installation at the Dallas Dhu Ramp (see Item 5.8 above).	NS

7.4.5	Ref 7.4.4: Action held over. NS will manufacture a new information board frame to the standard design and arrange for its installation adjacent to the Dullicht Bridge.	NS
7.4.6	Ref 7.4.7.1, 7.4.7.2, 7.4.8, and 7.4.9: PM reported that a replacement fingerpost has been installed at the Rafford Ramp. The fingers were manufactured by Grantown Grammar School, PM morticed the fingers into the post himself, then installed the fingerpost using one of the I-beam post supports from DWA stock. All actions closed.	
7.5	Tooling and Equipment	
7.5.1	Ref 7.5.1: Action held over. MC and NS will submit an application for RadioBeam People and Bicycle Counter (RBBP) funding to the Berry Burn Community Fund .	MC/NS
7.5.2	Ref 7.5.2: Action held over. NS will see if he can identify what is causing the malfunction of the Dallas Dhu counter. If the device cannot be repaired, NS will remove counter and pressure pad and return them to the Access Officer at Moray Council.	NS
7.5.3	Planning for the future purchase of a compact tractor :	
7.5.3.1	Ref 7.5.3.1: Action held over. PB will research potential locations for the siting of two ISO containers. There was some further discussion on potential locations.	PB
7.5.3.2	Ref 7.5.3.2: Action held over. MC will contact the Altyre Estate with a tentative proposal to clear the cutting between Rafford Bank and the Squirrel Neuk Bridge. NS reported that MC has contacted the Altyre Estate and is awaiting their response.	MC
7.5.4	PB reported that drive control cable on the Billy Goat rough cutter snapped while being used by the Forres Community Woodland Trust . Trust volunteer David Binney has told PB that a spare cable is not available and MacGregor Industrial Supplies were unable to provide a timescale for the repair. PB will monitor progress.	PB
8	Project Reports	
8.1	DW Information Boards Content Refresh Project Ref 8.1: Action held over. NS will arrange for the installation of the printed information boards. NS reported that the 7 th information board panel will be installed at the upcoming DWA work party, leaving only the one adjacent to Dullicht Bridge to do. However, this will first require the manufacture and installation of the new information board frame (see Item 7.4.4 above).	NS
8.2	Dallas Dhu Access Ramp Improvement Project	
8.2.1	Ref 8.2.2: Action held over. MC will write to the Altyre Estate to request their written confirmation that they are the owner of the embankment and obtain their permission for the proposed works. NS reported that MC has written to the Altyre Estate and is awaiting their response.	MC
8.2.2	Ref 8.2.3: Action held over. PM will submit a full Planning Application for the ramp works.	PM
8.3	Dava Bypass Project Ref 8.3.1: Action held over. PB has written to the estate managers and Dava Residents Association, inviting their comments on the proposed route. No comments have been received so far. PB will invite the stakeholders to an on-site meeting sometime in mid-June.	PB

8.4	Ghost Train Walk 2025 and DWA 20th Anniversary Project	
8.4.1	Ref 8.4.1: Action held over. MC will produce a road map of milestone tasks leading to the 2025 event.	MC
8.4.2	Ref 8.4.2: Action held over. MC will contact Karen Cox at OutfitMoray to discuss how best to approach potential corporate sponsors.	MC
8.4.3	Ref 8.4.3: Action held over. DWA Trustees to come up with ideas to celebrate the September 2025 20-year anniversary of the DWA formation. There was some further discussion, with a suggestion that the Forres Harriers my wish to hold an event running the DW as they did 20 years ago. There was also a suggestion to hold a similar event for cyclists.	All
8.5	DWA Information Leaflet Refresh Project Ref 4.38: Action held over: TH will produce a revised DWA information leaflet, to look like the information boards. TH suggested that this will be a project for the Winter months.	TH
9	<u>Health and Safety</u>	
9.1	First Aid Kits The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.	
9.2	Injury Reports and Incidents (Nothing to report)	
10	<u>Business Planning</u>	
10.1	DWA Strategic Business Planning	
10.1.1	Ref 10.1.1: Action held over. DWA Trustees to read and comment on the revised DWA Strategic Business Plan and draft budget forecast covering the potential projects to be carried out 2024-2025.	All
10.1.2	Ref 10.1.2: Action held over. PM to provide MC with copies of the spreadsheets for DW maintenance and improvements.	PM
10.1.3	Ref 10.1.3: Action held over. MC and MS will update the DWA Strategic Business Plan to include a funding strategy to meet the budget forecast.	MC/MS
10.2	Trustee Membership and Supporter Roles Ref 10.2: Action held over. The DWA Trustees will investigate ways to improve the recruitment and retention of DWA volunteers/members. There was some further discussion of potential options, but no clear way ahead. Options to be discussed further at the next meeting.	All
10.3	Succession Planning (Nothing to report)	
11	<u>Funding</u>	
11.1	Places Called Home Ref 11.1: 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
11.2	Money for Moray Ref 11.2: 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
11.3	Other Sources of Funding	
11.3.1	NT suggested that the Baxter Family Charity and The Springfield Group may be useful sources of funding.	
11.3.2	It was suggested that the DWA reapply to the Tesco Community Grants scheme, possibly to fund a replacement Billy Goat rough cutter. PB will find out the price of a suitable replacement rough cutter.	PB

12	<u>Social Media and Publicity</u>	
12.1	DWA Website	
12.1.1	Ref 12.1.1: Action held over. TH will add a link and details of the DWA Easyfundraising scheme to the DWA website.	TH
12.1.2	Ref 12.1.2: Action held over. PM will provide TH with a report and photos for the January work party, for upload to the DWA website.	PM
12.1.3	TH reported that he must replace his server, so the DWA website will also move from old to new. The website will not change but the DWA mailboxes will be affected. Ultimately, all emails will end up in the correct place, but this may take a week or so. TH will keep the DWA Trustees updated.	TH
12.2	DWA Facebook Group	
12.2.1	Ref 12.2.1: Action held over. PM will research how the DWA Easyfundraising scheme might be advertised via periodic posts on the DWA Facebook group.	PM
12.2.2	PM reported that the Friends of the Dava Way Facebook group now has 1,704 members.	
12.3	Local, Regional and National Publications	
	NS reported that he gave a live broadcast about the DWA on Wave radio, an internet radio station, during the Toun Mercat event.	
12.4	External Websites and Social Media. (Nothing to report)	
13	<u>AOCB</u>	
13.1	PM reported that the DWA emergency mobile phone sim cards became unserviceable. The North of Scotland LDWA group, of which PM is a committee member, have purchased two replacement sim cards, so the emergency phones are now a shared asset (qty 2 phones for event use).	
13.2	RR reported that he will be away for all of July.	
13.3	TH reported that he will be away until November, but he will be contactable by email for minor website update tasks.	
14	Date of the Next Meeting: 19:00 09/07/24, at Forres Lawn Tennis Club, Albert Street, Forres, Moray, IV36 1PR.	

Meeting Closed: 20:50



Neil Sinclair
Chairman
Dava Way Association