

4.7	Ref 6.2:	PM reported that he is still awaiting a reply from the walker who requested a DW marker disc as a souvenir. PM will offer this person a DW cloth badges when they arrive.	PM
4.8	Ref 6.5:	Action held over: NS is to attend the Long Distance Route Managers' Forum meeting to be held on 3 rd November 2015; NT not available. NT is to forward details for the event to NS nearer the time.	NT & NS
4.9	Ref 6.6:	Action held over: report from NT on his attendance at the Highland Railway Society AGM held 12 th September 2015.	NT
4.10	Ref 7:	PM reported that he is awaiting a design from Moray Estates for the sign warning users of the DW not to pitch their tents on sections also used by vehicles.	PM
4.11	Ref 8.1:	(see Item 8.1 below)	
4.12	Ref 8.2:	(see Item 8.2 below)	
4.13	Ref 10.1:	(see Item 9.1 below)	
4.14	Ref 10.2:	(see Item 9.2 below)	
4.15	Ref 10.3:	(see Item 9.3 below)	
4.16	Ref 11.1.2:	(see Item 10.1 below)	
4.17	Ref 11.1.3:	Action held over: report from NT on submission of 10 th Anniversary article to local newspapers.	NT
4.18	Ref 11.2.1:	(see Item 10.2.1 below)	
4.19	Ref 11.2.2:	(see Item 10.2.2 below)	
4.20	Ref 11.3.1:	Action held over: report from PB; pending feedback from Moray Way Association re settlement of payments associated with MWF events run by the DWA.	PB
4.21	Ref 12.3:	PM reported that affiliate membership of the Long Distance Walking Association (LDWA) is no longer offered. He has confirmed that individual membership of the LDWA, held by PM and a number of other DWA members, is sufficient to enable DWA run events to be promoted via LDWA publications and circulars. Action closed.	
5	<u>Treasurer's Report</u>		
5.1	A balance of £11,482.48.00 is in the account. (Includes £6,080.00 from the Big Lottery Fund for the Lynmore project)		
5.2	Significant Income: £435.93 from Moray Walking Festival (MWF) events.		
5.3	Significant Expenditure: £263.16 to Leiths for planings delivered to Dava.		
5.4	Outstanding items: £400.00 (approx.) to MacGregors for strimmer servicing. £175.00 to MC for DW cloth badges.		
6	<u>Correspondences</u>		
6.1	PM read out an invitation from the Cairngorm Outdoor Access Trust (COAT) for representatives from the DWA to attend their annual public meeting at Boat of Garten Community Hall on 17 th September 2015. NS and PB volunteered to attend the meeting on behalf of the DWA.		NS & PB
6.2	PM summarised a request for advice on setting up a new path between Dingwall and Strathpeffer, received from a community group in the Strathpeffer area. PM confirmed that he has sent the information they requested.		

6.3	TT stated that the DW photograph used by Moray-Speyside Tourism on the related website was of poor quality. TT is to provide PM with the website link so PM can view the DW web page and submit a more appropriate photograph from his collection.	TT & PM
7	<u>Dava Way Merchandise</u>	
7.1	Cloth Badges TT reported that MC has placed an initial order for qty 50 DW cloth badges at a cost of £175.00 and is awaiting their delivery.	MC
7.2	Dava Way Companion PM noted that stocks of the Dava Way Companion have fallen below 150. He suggested that a further print run should be considered. (Item held over to next meeting)	PM
7.3	Merchandise Committee Post (Item held over to next meeting)	PM
8	<u>Dava Way Improvements and Maintenance</u>	
8.1	Lynmore Improvement Project PM reported that he forwarded an update from Murray Swapp of COAT to the DWA trustees. The bridge designs proposed by COAT were discussed. NS and PB are to provide feedback to Murray Swapp at the COAT annual public meeting.	NS & PB
8.2	Bantrach Improvement Project PB reported that this project has not been progressed due to other commitments. Outstanding actions from item 8.2 of the previous minutes: PB is to add the requirement for route diversion signs to the Bill of Quantities. PB is to obtain three contractor estimates for the work listed in the Bill of Quantities, for discussion by the committee prior to making an application for funding.	PB PB
8.3	General Improvements and Maintenance	
8.3.1	PM reported the following progress with improvement and maintenance tasks: <ul style="list-style-type: none"> • Undergrowth cut back and grass cut between Cowgreens and Muir of Logie. • Rotten gate posts at the Drumine Farm crossing replaced. • Undergrowth cut back and grass cut from Balvlair Farm Crossing to south of the Dunphail Bypass, including tidying of the Breathing Space at Dunphail. • Drainage improvements progressed at the north end of the Heatherbells Cutting. PM stated that the Wednesday evening work parties have now been suspended due to lack of daylight hours.	
8.3.2	PM reported that there were no new improvement or maintenance items.	
8.4	PM displayed one of the DW Access Agreement documents and briefly described its content. He emphasised the requirement manage the periodic renewal of such agreements, along with annual Tree Surveys and other scheduled tasks, and proposed that a shared calendar be placed in the DWA Dropbox for this purpose. PM also proposed that 'Calendar Items' be added as an agenda item for DWA Board of Trustees Meetings. Agreed unanimously.	PM

8.5	<p>PM proposed the following as priority tasks:</p> <ul style="list-style-type: none"> • Improve surface of ramp south of Clashdhu Crossing using scrapings at that location. • Rut filling south of Dava. • Undergrowth cutback and grass cutting in areas north and south of the Halfway Hut. 	
9	<p><u>Health and Safety</u></p> <p>9.1 Strimmer and Rough-Cutter Training PM reported that he has contacted Malcolm at Treewise. LANTRA are going through a rebranding exercise and this is delaying issue of the certificates. PM is to monitor progress.</p> <p>9.2 Risk Assessments PB reported that this task is ongoing. TT proposed that he research using a site specific risk assessment in conjunction with the AFAG leaflets, as suggested by Malcolm during the courses at Treewise. TT is to research the validity of this method and report back at the next meeting.</p> <p>9.3 First Aid TT reported that MC has brought all three DW first aid kits up to the agreed standard. Action closed.</p> <p>9.4 Injury Reports and Incidents PM reported that there have been no injuries or incidents since the previous meeting.</p>	<p>PM</p> <p>TT</p>
10	<p><u>Events</u></p> <p>10.1 10th Anniversary PM reported the he has invited current and former DW volunteers, and anyone else who has supported of the work of the DWA in some way, to a BBQ lunch at the Half Way Hut during the work party on Saturday 19th September 2015. PM offered the use of his gas BBQ. NS offered to purchase the provisions for the BBQ. PM is to let NS know how many people will be attending.</p> <p>10.2 Ghost Train Walk 2015</p> <p>10.2.1 Event Report. (Held over to next meeting)</p> <p>10.2.2 Next Actions. (Held over to next meeting)</p>	<p>PM & NS</p> <p>MC</p> <p>MC</p>
11	<p><u>DWA Annual Members Meeting (AMM)</u></p> <p>11.1 Trustee Notifications PM stated that he needs to notify the DWA members about the AMM, due 3rd November 2015. PM is to notify the members about the AMM, when a suitable venue has been booked.</p> <p>11.2 Venue Booking There was some discussion about suitable venues. NS is to enquire about the availability of a room and refreshments at the Mosset Tavern. PB is to obtain details for booking the Forres Tennis Club, should NS be unsuccessful.</p> <p>11.3 Trustees Annual Report PB stated that the Trustees Annual Report will need to be prepared prior to the AMM. PB is to liaise with Gordon Scott to compile the report.</p>	<p>PM</p> <p>NS & PB</p> <p>PB</p>

12	<u>AOCB</u>	
12.1	PM reported that the Falconer Museum contacted him on behalf of a lady walker enquiring about the availability of public transport with which to access the DW. In responding to the enquiry PM stated that he found out the Moray on-demand bus service is now open to all, covering the DW north of Dava. A similar Highland on-demand bus service operates in the Highland area, covering the DW south of Dava.	
12.2	RR reported that from 15 th March 2015 to date there have been no fewer than 13,300 walkers and 1600 cyclists on the Dallas Dhu section of the DW.	
12.3	RR passed on a request from the Moray Local Outdoor Access Trust (LOAF) for a copy of the sign used by the DWA in tackling the problem of motorcycles on the DW. NS is to email the template document to Ian Douglas, the Moray Council Access Manager , using the email morayaccess@moray.gov.uk .	NS
12.4	RR reported that he had received a suggestion from the 1 st Forres Scout Group that they should be allowed to adopt the section of the DW between Dallas Dhu and the Rafford bridge, assuming responsibility for litter picking and undergrowth clearance as part of the community service section of their awards scheme. Agreed unanimously. RR is to liaise with the group and report back at the next meeting.	RR
13	Date of the Next Meeting: 19:30 20 th October 2015 at The Hub.	

Meeting Closed: 21:50