

4.9	Ref 8.1.1:	(see Item 8.1 below)	
4.10	Ref 8.1.2:	(see Item 8.1 below)	
4.11	Ref 8.2.1:	(see Item 8.2 below)	
4.12	Ref 8.2.2:	(see Item 8.2 below)	
4.13	Ref 8.3:	(see Item 8.3 below)	
4.14	Ref 8.4.4:	PM reported that he has contacted the estate about the new vehicle ruts found in the Logie area. Action closed.	
4.15	Ref 8.4.5:	(see Item 8.4 below)	
4.16	Ref 8.5:	TT reported that he has provided GM with a set of A4 OS 25k maps covering the DW. Action closed.	
4.17	Ref 8.6.1:	(see Item 8.5 below)	
4.18	Ref 8.6.2:	(see Item 8.5 below)	
4.19	Ref 8.7.1:	(see Item 8.4 below)	
4.20	Ref 8.7.2:	(see Item 8.4 below)	
4.21	Ref 9.1.1:	(see Item 9.1 below)	
4.22	Ref 11:	RR reported that he spoke to the Moray Access Manager (Ian Douglas) on the 16 th December 2015. Ian advised that an access agreement between the DWA and landowners is not needed; the Land Reform (Scotland) Act 2003 allows the DWA access to the DW to carry out path maintenance, install signage, etc. unless the organisation is told otherwise by the landowner. As the DW is a designated core path under the act, the landowner would need to go through the Access Manager of the appropriate local authority anyway. Action closed.	
4.23	Ref 13:	NS reported that the DWA Annual Dinner was held at the Mosset Tavern on the 16 th January 2016. Thanks have been received from Jim Thomson and Alex Ross. NS thanked PM and PB for organising the event. Action closed.	
4.24	Ref 14.1:	Action held over: MC will add appropriate statistics from the Work Party Summary Report 2015 into his rewrite of the Active Outdoors article for the Forres Gazette.	MC
4.25	Ref 14.3:	NS reported that he has taken out a subscription to the Scottish National Heritage (SNH) magazine ' The Nature of Scotland ' on behalf of the DWA. Action closed.	
5	<u>Treasurer's Report</u>		
5.1	A balance of £4,465.13 is in the account. (Includes £78.52 from the Big Lottery Fund for the Lynmore project)		
5.2	Significant Income: £123.80 from individual donation.		
5.3	Significant Expenditure: £4280.68 to COAT; Lynmore Project payments to external consultants. £1720.80 to COAT; Lynmore Project route/infrastructure design work. £246.60 to Rennie Fabrication; finger post bases. £724.50 to PM; annual expenses.		
5.4	Outstanding items: Nil.		
6	<u>Correspondences</u>		
6.1	To the Secretary		
6.1.1	Email – Hammock Camping PM reported that he received an email from Chris Vickers re hammock camping opportunities along the DW. PM has advised that forestry adjacent to the route may facilitate hammock hanging.		

6.1.2	Email – DW Walk Thanks PM reported that he received an email from David Parker saying how much he enjoyed his walk along the DW; trip report at http://davp.uk/2015/12/31/dava-way-grantownon-spey-to-forres/ .	
6.1.3	PM reported an article in the Northern Scot announcing that Outfit Moray and Bike Revolution will be organising the Cairngorm to Coast 2016 charity event alongside the RAF Benevolent Fund. The event will take place on 28 th May 2016 and participants at silver and gold entry level will be cycling the DW from Grantown-On-Spey to Forres. PM proposed contacting the organisers to offer advice on route conditions, courtesy correspondence to landowners and residents along the route, etc. Agreed unanimously. PM is to contact the organisers, offer advice and see if they would be willing to make a small donation towards DW maintenance.	PM
6.2	Other Correspondence (No other correspondence received)	
7	<u>Dava Way Merchandise</u>	
7.1	Sales and Stock PM reported that there are only 56 DW companions now in stock. NT proposed that a reprint is held over until April/May 2016, allowing for a review and update of the content material. Agreed unanimously.	
8	<u>Dava Way Improvements and Maintenance</u>	
8.1	Lynmore Improvement Project	
8.1.1	Action held over: NS is to review the Big Lottery Fund criteria against which the Lynmore Bypass Feasibility Study funding was provided, identify which of those criteria have/have not been met and inform the other DWA Trustees.	NS
8.1.2	Action held over: NS is to provide MC with a list of the criteria and/or copy of the Big Lottery Fund documentation.	NS
8.1.3	MC reported he has obtained invoices from COAT for their work carried out in relation to the Big Lottery Fund criteria and has passed copies of the invoices to PB for payment and NS for inclusion in the project report. PB reported that he has paid the invoices. Action closed.	
8.1.4	Action held over: NS is to submit the completed project report to the Big Lottery Fund by 21 st March 2016.	NS
8.1.5	MC reported that Murray Swapp of COAT advised waiting until the tenders are in before considering options for covering the shortfall in funding, phasing implementation or reducing the project scope; SUSTRANS have already intimated that they may be able to offer some additional funding. Action closed.	
8.1.6	MC reported that Murray Swapp has submitted the planning application. Cairngorms National Park Authority (CNPA) have requested compensatory tree planting, which is at odds with the Highland Council Tree Officer's advice. Seafield Estates have queried why the tree felling and compensatory planting have been considered separately from the extant estate agreements covering tree management. The project is currently still on track to meet the SUSTRANS timescale. MC is to monitor project progress and report back at the next DWA BoT meeting.	MC
8.2	Bantrach Improvement Project	
8.2.1	Action held over: PB is to add the requirement for route diversion signs to the Bill of Quantities.	PB
8.2.2	Action held over: PB is to obtain three contractor estimates for the work listed in the Bill of Quantities, for discussion by the committee prior to	

8.3	<p>making an application for funding.</p> <p>Planning Application Requirement</p> <p>MC reported that he has sent the letters to the planning departments of the CNPA and The Moray Council (TMC) enquiring if a formal planning application would be required for improvements to bring a section of the DW up to SUSTRANS standard (see page 23 of the Sustrans Handbook for Cycle-friendly Design). The responses are awaited; MC to report back at the next DWA BoT meeting.</p>	PB
8.4	<p>General Improvements and Maintenance</p>	MC
8.4.1	<p>PM reported the following progress with improvement and maintenance tasks:</p> <ul style="list-style-type: none"> • Cut back and rough-cut undergrowth on Dallas Dhu embankment. • Installed replacement information board at Rafford Bridge access point. • Progressed clearance of drainage ditches by path section south of Longley Farm. • Restored surface of eroded path section south of Longley Farm using sharp sand and planings. 	
8.4.2	<p>RR and PM reported the following additional tasks have been progressed on mini work parties:</p> <ul style="list-style-type: none"> • Completed replacement of worn steps at Sanquhar Mains Bridge; thanks from Moray Access Manager and Forres Harriers, with many positive comments from local people to volunteers on site. • Installed galvanised fingerpost base at Forester’s Cottage, Altyre. • Applied sharp sand to surface of eroded path section south of Longley Farm. • Cut up (by hand) and cleared windblown tree from path at the Cairn Eney cutting. • Installed MEDCO signs at the Lochenoun boundary gate and the Dava North access point. • Installed galvanised fingerpost base at Dava North. • Christmas lights and decorations installed at the Half-Way Hut for the festive season. 	
8.4.3	<p>PM reported that he has inspected the section of DW trackbed to the north of the Divie Viaduct. The normal passage of vehicles and/or livestock has caused the natural surface to become muddy due to the recent heavy rainfall; PM may schedule removal of the excess mud in a later work party. Action closed.</p>	
8.5	<p>Finger Post Repairs</p>	
8.5.1	<p>PM reported that qty 6 finger post bases have been received from Rennie Fabrication. Two bases have been installed successfully. Any further rotted finger posts will be identified during the annual DW Cycle Survey.</p>	
8.5.2	<p>RR reported that PM has emailed the design for the fingerpost bases to the contact at John Dewar & Sons. RR will be speaking to his contact again later this month.</p>	RR
8.6	<p>Priorities for Next Work Party and Mini Work Parties</p>	
8.6.1	<p>PM stated that he will not be available to coordinate the next work party, scheduled for Saturday 13th February 2016. PB volunteered to coordinate the work party for PM. There was some discussion on priority tasks, with progressing the clearance of drainage ditches by the path section south of Longley Farm a firm favourite. PB and PM are to decide between them what tasks should be progressed and make the necessary arrangements with support from the other trustees.</p>	PB, PM, All

8.6.2	TT proposed a mini work party on Friday 29 th January 2016 to improve the drainage in the Bantrach Cutting. Agreed unanimously. TT is to make the necessary arrangements.	TT
9	<u>Health and Safety</u>	
9.1	Review of DWA Health and Safety Management System	
9.1.1	TT talked the trustees through a possible DWA management system, illustrated at Appendix 1, and asked for their feedback; suggestions received have been incorporated. TT proposed that the DWA should work towards implementing the system illustrated. Agreed unanimously.	
9.1.2	TT reported that the review has reached the stage where the task-based risk assessments need to be carried out, with input from the other trustees as required. TT proposed that ad-hoc meetings should be held to progress the risk assessments. Agreed unanimously. TT is to make the necessary arrangements.	TT
9.2	First Aid Kits The three DW first aid kits are held by PB, PM and TT. The completeness and serviceability of each kit was confirmed.	
9.3	Injury Reports and Incidents Those present confirmed that there have been no injuries or incidents since the previous meeting.	
10	<u>Footfall Counter Readings</u> PM and RR reported the following readings: Lochenoun – 13 th November 2015 to 24 th December 2016. 104 users Dunphail – (no data) Dallas Dhu – 15 th March 2015 to 17 th January 2016. 20,137 walkers 2,348 cyclists	
11	<u>DW Website Review</u> Ongoing task: PM requested that those present have a look at the DW website and suggest areas for improvement.	All
12	<u>Housing Development at Dallas Dhu</u>	
12.1	PM, RR and TT attended a consultation event for the proposed housing development at Dallas Dhu. They reported that the plan presented appears sympathetic to the DW. The planned layout is for low density housing, with the properties sited in a number of cul-de-sacs at some distance from the DW itself. The site includes plenty of open space, is landscaped and criss-crossed by paths. The following points were raised with the organisers of the consultation:	
12.2	<ul style="list-style-type: none"> a. PM identified the the need for a ramp (or ramps) south of the Sanquhar Mains Bridge to enable access to the DW as a route linking the development site with Dallas Dhu and beyond, the Community Woodland area and Forres schools and amenities. b. RR queried who will be responsible for maintaining the landscaping and paths on the site and ensuring that any litter is collected? c. RR queried if the developers would contribute to the maintenance of the adjacent stretch of the DW as traffic on it is likely to increase significantly. 	
12.3	TT reported that the Moray Access Manager (Ian Douglas) was also at the consultation. Ian suggested that the conditions for planning approval	

	could include upgrading the surface of the DW between Mannachie Rise and the Dallas Dhu distillery. Some type of sealed surface (see page 23 of the Sustrans Handbook for Cycle-friendly Design) could be requested. TT proposed that Ian's suggestion should be followed up. Agreed unanimously. RR is to ask Ian Douglas about making an official request for upgrade of the DW to be included in the planning approval for the Dallas Dhu development.	RR
13	<u>Calendar Items</u> Held over to next meeting.	
14	<u>AOCB</u>	
14.1	NT outlined the funding/payment options that may be used by when arranging events for the Moray Walking Festival 2016 and asked what events would be provided by the DWA. PB offered the Three Rivers Walk, PM offered the Moray 5-Day Challenge and RR offered a Navigation Day. PM is to attend the next meeting of the Moray Way Association to clarify the arrangements for running these events.	PM
14.2	RR reported that a number of anti-slip strips have been offered by the Moray Access Manager for the steps adjacent to the Sanquhar Mains Bridge. PB is to collect them from Ian Douglas and pass them to PM for installation at a future mini work party.	PB & PM
14.3	RR requested that PM put details for the Navigation Day event (part of the Moray Walking Festival) onto the Moray Way website.	PM
13	Date of the Next Meeting: 19:30 16 th February 2016 at The Hub.	

Meeting Closed: 21:55



Neil Sinclair
Chairman
Dava Way Association

Appendix 1: Possible Dava Way Association Management System

