

4.6	Ref 4.20: PM reported that the 1st Grantown-On-Spey Scout Group confirmed they would be commencing litter picking and vegetation cutback work on 19 th May 2016. Action closed.	
4.7	Ref 4.29: Item held over: A representative of the DWA should make contact with the new owner of Lady Catherine's Halt. MC volunteered to drop in on his next site visit to the Lynmore Bypass.	MC
4.8	Ref 8.1.2: (see Item 8.1 below)	
4.9	Ref 8.1.3: (see Item 8.1 below)	
4.10	Ref 8.1.4: (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 8.4.2: (see Item 8.4 below)	
4.15	Ref 8.4.3: PM reported that the plastic drainage pipes removed during works at Longley have gone, presumably re-used elsewhere by the Estate or a local farmer. Action closed.	
4.16	Ref 8.5.2: (see Item 8.5 below)	
4.17	Ref 8.6.1: (see Item 8.4 below)	
4.18	Ref 8.6.2: (see Item 8.4 below)	
4.19	Ref 9.1.1: (see Item 9.1 below)	
4.20	Ref 10.2: (see Item 10.2 below)	
4.21	Ref 11.1.1: (see Item 11.1 below)	
4.22	Ref 11.1.2: (see Item 11.1 below)	
4.23	Ref 11.3.1: (see Item 11.3 below)	
4.24	Ref 11.3.2: (see Item 11.3 below)	
4.25	Ref 11.3.3: (see Item 11.3 below)	
4.26	Ref 12.2: (see Item 12 below)	
4.27	Ref 13: NS reported that only 3 young people turned up for the event, which was disappointing in view of the effort expended in arranging it. It was agreed that the number of attendees should be confirmed before going ahead with any similar events in the future. Action closed.	
5	<u>Treasurer's Report</u>	
5.1	A balance of £4,208.93 is in the account.	
5.2	Significant Income: £40,000 from SUSTRANS; 2nd instalment for Lynmore Bypass project.	
5.3	Significant Expenditure: £40,000 to COAT; 2nd instalment for Lynmore Bypass project. £180.95 to PB; sludge pump, hoses, etc.	
5.4	Outstanding items: £40,000 to COAT; 3 rd and final instalment for Lynmore Bypass project. MC is liaising with Phil Kearney of SUSTRANS to conclude the funding arrangements; purchase of counter, signage, etc.	
6	<u>Correspondences</u>	
6.1	<u>To the Secretary</u> Email (17/05/16) – Andy Mallon, Dava School House.	
6.2	PM reported that he received an email from Andy Mallon at the Dava School House expressing his thanks to the DWA for their work in maintaining the DW; people traversing the DW use the guest house for an overnight stop. Andy also extended an invitation to hold a future DWA committee meeting at the School House. PM suggested that this would	

	<p>not be a convenient location for a committee meeting. He proposed that an informal gathering to meet the Dava locals and get their feedback and suggestions for the DW would be preferable. PB suggested that, with the busy Summer season upon us, a date in the Autumn should be arranged. PM is to contact Andy Mallon with these suggestions.</p> <p>Other Correspondence (There was no other correspondence)</p>	PM						
7 7.1	<p><u>Dava Way Merchandise</u> Sales and Stock NT reported that 24 companions have been sold since the last meeting. Stock levels now:</p> <table style="margin-left: 40px;"> <tr> <td>Companions (PM)</td> <td>10</td> </tr> <tr> <td>Companions (NT)</td> <td>86</td> </tr> <tr> <td>Badges (PM)</td> <td>45</td> </tr> </table>	Companions (PM)	10	Companions (NT)	86	Badges (PM)	45	
Companions (PM)	10							
Companions (NT)	86							
Badges (PM)	45							
8 8.1 8.1.1 8.1.2 8.1.3 8.1.4 8.1.5 8.1.6 8.2 8.2.1 8.2.2	<p><u>Dava Way Improvements and Maintenance</u> Lynmore Improvement Project</p> <p>MC reported that the Lynmore Diversion is now virtually complete. He has checked the site plan and confirmed with the contractor that a couple of gates still need to be installed. A half barrier will also be installed at the exit from the southern section onto the unclassified road to Lynmore, and a rail will be installed at the side of the ramp at the south end of the diversion. Murray Swapp (COAT) has added the half barrier and rail as variations to the contract; total cost still within budget. Action 8.1.2 from previous minutes closed.</p> <p>PM reported that he has checked that the gate accessing the northern path section from the Lynmore road is now locked. Seafeld Estates have confirmed that this gate will remain locked to prevent unauthorised access by 4x4s. Action 8.1.3 from previous minutes closed.</p> <p>NT asked if the DWA should notify the planning authority when the project is complete. MC is to ask Murray Swapp if this is something that is done as part of the contract.</p> <p>MC noted that, even after including the cost of the counter (see Item 10 below) there will be an underspend of approximately £700. He has proposed to Phil Kearney (SUSTRANS) that some of this should be used to erect signage acknowledging the funding by SUSTRANS and the work carried out by the various contractors involved. Phil Kearney will provide a suitable template. Those present agreed that the signage is a good idea.</p> <p>TT proposed that the DWA should organise an official opening for the diversion. Agreed unanimously. MC will follow up on this when the project is in sight of being fully completed; decide who to invite, publicity, etc.</p> <p>MC is to monitor project progress, draw-down additional funding from SUSTRANS as required and report back at the next DWA BoT meeting.</p> <p>Bantrach Improvement Project</p> <p>Action held over: PB is to add the requirement for route diversion signs to the Bill of Quantities.</p> <p>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 making an application for funding.</p>	<p>MC</p> <p>MC</p> <p>MC</p> <p>MC</p> <p>MC</p> <p>PB</p> <p>PB</p>						

8.3	<p>Planning Application Requirement</p> <p>Action held over: PM reported that he and MC are still awaiting a response from the planning departments of the Cairngorm National Parks Authority and The Moray Council to the letters 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).</p>	PM and MC
8.4	<p>General Improvements and Maintenance</p>	
8.4.1	<p>PB reported that the following work was carried out at the mini work party on 11th May 2016:</p> <ul style="list-style-type: none"> • Cut back broom/gorse either side of the Rafford Bank. • Rough cut grass along path surface at Rafford Bank. 	
8.4.2	<p>PM and PB reported that the following work was carried out at the full work party on 14th May 2016:</p> <ul style="list-style-type: none"> • Removed remaining silt spoil from Longley. • Recovered aggregate spoil from Longley. • Infilled and top dressed muddy puddles at Cairn Eney. • Recovered ballast, infilled and top dressed muddy puddles north of Dava. • Cut back broom/gorse and rough cut grass from north end of Lynmacgregor to Lady Catherine’s Halt. • Cut back broom/gorse and rough cut grass from Glaschyle to Sluggan Burn Bridge. 	
8.4.3	<p>PM, PB and TT reported that the following work was carried out at the full work party on 11th June 2016:</p> <ul style="list-style-type: none"> • Installed galvanised post base and waymarker at top of ramp at south end of Lynmore Diversion. • Installed galvanised post base and fingerpost at the exit from the southern section onto the unclassified road to Lynmore. • Installed several free-standing waymarkers alongside Lynmore Diversion path. • Cut back broom/gorse and rough cut grass from Dragoon Crossing to north end of Huntly’s Cave Cutting. • Cut back broom/gorse and rough cut grass at north end of Lynmacgregor. • Cut ditch to drain pond and track ruts at south end of woodland by Heatherbells. • Cleared end of drainage pipe and existing ditch at north end of woodland by Heatherbells. • Strimmed undergrowth over blocked ditches at north end of Heatherbells Cutting. • Progressed clearance of blocked ditch on east side of track at the north end of Heatherbells Cutting. 	
8.4.4	<p>TT reported that the major drainage ditch running across the Dava Moor from the north end of the woodland by Heatherbells to the Allt na Ceàrdaich burn is almost completely blocked. So is the major drainage ditch from Balvlair to Jane’s Hillock. Each of these blocked ditches are causing water to back up upstream, resulting in wet/flooded path surfaces. TT proposed that a cost for reinstating each of these ditches be obtained as a ‘shovel ready’ project for a future funding application. NS cautioned that he thought the Dava Moor might be a Special Area of Conservation. TT is to check the environmental status of each ditch.</p>	

8.4.5	Action held over: PB has submitted an expression of interest to Paths for All for funding to replace the drainage pipes at Peathillock; decision for first stage of the grant application process to be announced in June 2016.	PB
8.5	Signage	
8.5.1	PM reported that all four identified fingerposts and waymarkers rotted at their base have been repaired by installation of galvanised post bases.	
8.5.2	NS reported that he has contacted the manufacturer of the information boards (Howard Anstruther). Howard thinks he still has the production files and will send a PDF copy to NS to check/update. A cost for reprinting the affected information boards will be obtained, if the files are found. All present agreed that, in future, copies of the files needed for the production of any signs, boards or publicity materials must be retained by the DWA Trustees.	NS
8.5.3	PB reported the poor state of the Dava summit sign. There was also some discussion about whether the current sign is located at the true summit and whether it is of an authentic design (ref. sign at Drummochter Summit). PB is to contact the Highland Railway Society to enquire if they have any records or photos pertaining to the Dava summit sign.	PB
8.6	Priorities for Next Work Party and Mini Work Parties	
8.6.1	PM proposed that, as the next work party is not until Saturday 13 th August 2016, he should decide nearer the date what tasks will be carried out. Agreed unanimously. PM is to make the necessary arrangements.	PM
8.6.2	PB reported that the next mini work party for vegetation cutback would be held Wednesday 22 nd June 2016. PB is to finalise arrangements.	PB
9	<u>Health and Safety</u>	
9.1	Review of DWA Health and Safety Management System	
9.1.1	Action held over: TT is to complete task-based risk assessments, with input from the other trustees as required.	TT
9.1.2	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.	
9.2	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>	
10.1	PM and RR reported the following readings: Lochenoun – 13 th November 2015 to 11 th June 2016. 1004 users (1070 – 66) Dunphail – (no data – counter unserviceable) Dallas Dhu – 15 th March 2015 to 9 th June 2016. 29,096 walkers 3,450 cyclists	
10.2	MC reported that Sustrans have agreed to pay for a cycle counter at the Lynmore Diversion, cost to be added to the grant claim. PM has obtained details of a suitable counter at a cost of £5,000, sourced from a supplier in Inverness. MC suggested that the counter be installed on one of the bridges on the diversion. PB proposed the larger bridge, located in the mid-section adjacent to the A939. Agreed unanimously. MC is to make arrangements for the purchase and installation of the counter.	MC
10.3	PM suggested that the malfunctioning counter at Dunphail should be examined and repairs carried out. NS volunteered to carry out this task.	NS

11	<u>Dava Way Publicity</u>	
11.1	Local, Regional and National Publications	
11.1.1	Action held over: MC to identify local, regional and national publications through which to promote the DW via targeted articles.	MC
11.1.2	Action held over: Copy any existing articles into the DWA Dropbox.	All
11.1.3	PM reported that the Forres Gazette have published an article about the annual DW Cycle Survey.	
11.2	DW Facebook Group PM reported that membership of the Facebook group Friends of the Dava Way is 77.	
11.3	DW Website	
11.3.1	Action held over: PM is to see if David Binney would be willing to hand over his long- standing role as webmaster of the DW website and, if so, arrange a meeting between David Binney, Scott Boyle and himself to discuss the way forward.	PM
11.3.2	Action held over: PM is to add an item to the agenda for the next meeting; the trustees are to discuss what they actually want from the DW website and come up with a written specification.	PM
11.3.3	Action held over: PM is to pass on NT's observations on the DW website to the DW webmaster.	PM
12	<u>Moray Walking and Outdoor Festival 16th-26th June 2016</u>	
12.1	PM reported that he has booked two minibuses for the MW 5 Day Challenge. Action 12.2 from previous minutes closed.	
12.2	PM reported the following bookings to date for DWA led events: Navigation Skills 12 (fully booked) Three Rivers Walk 5 (same number for both days) 5-Day Challenge 117 (participant days)	
13	<u>AOCB</u>	
13.1	PM reported that he is considering selling his Land Rover. He recently purchased a Nissan LEAF as an economical run around for use with his business. As a result, the Land Rover is now only really used infrequently, primarily for DW related activities. PM outlined a number of options that may have enabled him to keep the Land Rover, but each has proven too costly or unworkable. PM asked those present to consider the impact the sale of his Land Rover would have on DW works and see if they can come up with any suggestions to enable the vehicle to be retained as a DWA resource, or lessen the impact of not having it.	All
14	Date of the Next Meeting: 19:30 16 th August 2016 at The Hub. MC offered his apologies in advance.	

Meeting Closed: 21:30

A handwritten signature in black ink, appearing to read 'Neil Sinclair', written in a cursive style.

Neil Sinclair
Chairman
Dava Way Association