



4.7	Ref 4.30:	Action held over: DH has passed details of a suitable trailer, provided by PM, to the potential donor and awaits his reply.	DH
4.8	Ref 4.31:	Action held over: PB will provide PM with the address of the British Rail Legacy Board. PM will send a letter to ask who is actually responsible for the inspection and maintenance of railway legacy infrastructure.	PB & PM
4.9	Ref 6.1.1:	PM reported that he has emailed Howard Davenport to inform him that his application for membership of the DWA was successful. Action closed. PM stated that the DWA now has 26 members.	
4.10	Ref 7.6:	PM reported that the Altyre Estate Office have given their permission for the gate under the Squirrel Neuk Bridge to be reinstalled. This task and the installation of a pipe grate at Auchearn have been added to the DW Improvements List. Action closed.	
4.11	Ref 8.2:	PM reported that David Binney has inserted a suitable advert for the DW Companion into the home page of the DWA Website, replacing the advert for the DW app. Action closed.	
4.12	Ref 9.1.1:	(see Item 9.1 below)	
4.13	Ref 9.1.2:	(see Item 9.1 below)	
4.14	Ref 9.1.3:	(see Item 9.1 below)	
4.15	Ref 9.2.1:	(see Item 9.2 below)	
4.16	Ref 9.2.2:	(see Item 9.2 below)	
4.17	Ref 9.6.1:	(see Item 9.4 below)	
4.18	Ref 10.1:	(see Item 10.1 below)	
4.19	Ref 11.3.1:	PM reported that David Binney will continue in his role as webmaster of the DW website for the foreseeable future. Action closed.	
4.20	Ref 11.3.2:	Action no longer required. Action closed.	
4.21	Ref 11.3.3:	PM reported that he has passed NT's observation on the DW website to David Binney. Action closed.	
4.22	Ref 13.1:	(see Item 13 below)	
4.23	Ref 13.2:	(see Item 13 below)	
4.24	Ref 13.3:	(see Item 13 below)	
4.25	Ref 14.1:	TT reported that he has passed a signed copy of the DWA AMM minutes to David Binney and these have been uploaded to the DWA website. Action closed.	
4.26	Ref 14.2:	PB reported that the function room at the Mosset Tavern is not available for the evening of Saturday 21/01/2017. After consulting the DWA trustees by email, a booking has been made for Friday 20/01/2017 instead. PM is to publicise this event to the DWA members.	PM
5	<u>Treasurer's Report</u>		
5.1	PB reported that a balance of £6897.42 is in the DWA account, of which £2373.76 is reserved to the Lynmore Project.		
5.2	Significant Income: £100.00 donation.		
5.3	Significant Expenditure: (Nil)		
5.4	Outstanding items: £108 to <a href="#">Forres Groups Action</a> ; group provides DWA registered office address and location to hold DWA BoT meetings.		

<p>6</p> <p>6.1</p> <p>6.1.1</p> <p>6.1.2</p> <p>6.2</p>	<p><u>Correspondences</u></p> <p><b>To the Secretary</b></p> <p>Email – Andrew Shepherd PM reported that he received an email from Andrew Shepherd saying how much he and his family have enjoyed walking the Dava Way from Grantown-On-Spey to Forres over the last few years.</p> <p>Email – Andy Mallon (<a href="#">Dava School House</a>) PM reported that, following up on Andy Mallon’s offer to use the Dava School House as a venue for a DWA BoT meeting, PM has emailed Andy to suggest that the Dava School House is used as the venue for the public consultation during the planning phase for an upgrade to the DW bypass around the Dava settlement.</p> <p><b>Other Correspondence</b> (Nil)</p>	
<p>7</p> <p>7.1</p> <p>7.2</p>	<p><u>Feedback</u></p> <p><b>Footfall Counters</b> PM and RR reported the following readings: Lochenoun – 13/11/15 to 12/11/16 (no update). 2813 users (2879 – 66) Dunphail – 30/08/16 to 05/11/16 (no update). 428 users (6941 – 6513) Dallas Dhu – 15/03/15 to 06/12/16. 42,014 walkers 5,022 cyclists</p> <p><b>Andrew Howard – Slip and Fall</b> PM reported that Andrew Howard has asked if the DWA can improve the poor state of the ‘access path’ down the very steep eastern slope of the embankment on the north side of the Divie Viaduct (NJ 02207 46565); Andrew slipped and fell when descending this path. PM told Andrew Howard that this steep path is not recognised by the DWA as an appropriate route by which to access the DW and suggested that skirting the edge of the field running along the base of the west side of the embankment would provide a much safer route. This section of the DW would normally be accessed via the Auchearn Crossing (NJ 02100 47250) or via the Bridge of Bantrach (NJ 02694 46123) to the Bantrach Wood Crossing (NJ 02257 46089). PM is to contact the Dunphail &amp; Glenernie Estate Office to report that a walker slipped and fell on a rough trod path off the DW.</p>	<p>PM</p>
<p>8</p> <p>8.1</p>	<p><u>Dava Way Merchandise</u></p> <p><b>Sales and Stock</b></p> <p>Companions (PM)            11</p> <p>Companions (NT)           29    (97 DW Companions sold in 2016)</p> <p>Badges (PM)                 39</p>	
<p>9</p> <p>9.1</p> <p>9.1.1</p>	<p><u>Dava Way Path Works</u></p> <p><b>Lynmore Improvement Project</b> MC reported that he and PM installed the cycle and pedestrian counter on the ramp at the south end of the Lynmore Diversion at a mini work party on 08/12/2016. MC and PM will return to Lynmore between Christmas and New Year and set the device to start counting from 01/01/2017.</p>	<p>MC and PM</p>

9.1.2	MC reported that he has forwarded details of the signage required and appropriate artwork to <a href="#">Sustrans</a> . The wording has been amended slightly; “Cairngorm Outdoor Access Trust” corrected to “Cairngorms Outdoor Access Trust”. MC will monitor progress.	MC
9.1.3	MC reported that the planning for any formal opening will be postponed until the signage at 9.1.2 above is installed.	MC
9.2	<b>Cycle Survey of Dava Way by COAT</b>	
9.2.1	NS reported that the initial survey of the DW by Murray Swapp of the <a href="#">Cairngorms Outdoor Access Trust</a> (COAT) was carried out on 01/12/2016 with support from himself and TT. NS then provided an overview of what was achieved. NS has since sent Murray Swapp information and photographs to cover the section of the DW that was not surveyed; section between Woodside and Mannachie Avenue.	
9.2.2	MC reported that he has forwarded TT’s survey report and PM’s list of HGV access points to Murray Swapp, and Phil Kearney of Sustrans. MC has since spoken to Murray and stressed the need for COAT to submit their estimate for delivery of the ‘shovel ready’ plan to Sustrans as soon as possible, in order to release the associated funding. MC will monitor progress.	MC
9.2.3	TT reported a number of decisions that he and NS made during the initial survey, in response to questions from Murray Swapp, and asked those present if they concurred. There was general agreement with the decisions made but the conclusion was that the questions would arise again during the detailed surveys for each ‘shovel ready’ project and should be considered again at that time.	
9.2.4	TT noted that he had not mentioned the existence of collector ditches to Murray during the initial survey, particularly those routing water away from embankments susceptible to slippage. TT proposed that the clearance of any associated collector ditches should be included in ‘shovel ready’ projects. Agreed unanimously. MC is to inform Murray Swapp.	MC
9.2.5	TT noted that he provided Murray with an alternative equestrian route to avoid crossing the ford by AJ’s Bridge, but on mentioning this to an equestrian colleague later was told that the ford would be the preferred route. TT also noted that the current alternative route for equestrians to avoid crossing the Divie Viaduct involves a lengthy detour. TT suggested that Murray be provided with a copy of the equestrian user report on the DW received from the British Horse Society (Scotland) representative.	
9.3	<b>Unplanned Work Since Last Meeting</b>	
9.3.1	PM reported that the following work was completed at a recent mini Work Party (WP) on 08/12/2016: <ul style="list-style-type: none"> <li>• Installed the cycle and pedestrian counter on the ramp at the south end of the Lynmore Diversion (see 9.1.1 above).</li> <li>• Installed ‘Authorised Vehicles Only’ signs at key access points between Dulicht Bridge and the Lynmore bypass.</li> </ul>	
9.3.2	RR reported that the following work was completed at a recent impromptu mini WP: <ul style="list-style-type: none"> <li>• Installed post to support leaning tree on embankment south of Dallas Dhu.</li> </ul>	
9.4	<b>Planned Work Since Last Meeting</b>	
9.4.1	PM reported that the following tasks were carried out at the DWA WP on Saturday 10/12/2016: <ul style="list-style-type: none"> <li>• Strimmed undergrowth and long grass obscuring wood-lined drainage channels between Heatherbells and Dava.</li> </ul>	

<p>9.5</p> <p>9.6</p> <p>9.6.1</p>	<ul style="list-style-type: none"> <li>Progressed clearance of wood-lined drainage channels between Heatherbells and Dava; cleared approximately 50 metres.</li> <li>Progressed undergrowth cutback along embankments in Heatherbells Wood.</li> <li>Located cover slabs and progressed rodding of drainage pipe on east side of track bed in Heatherbells Wood.</li> <li>Cleared section of major ditch on east side of track bed north of Heatherbells Wood using mini digger.</li> </ul> <p><b>Signage</b> (Nothing new to report)</p> <p><b>Priorities for Next Work Party and Mini Work Parties</b></p> <p>PM proposed that the next WP, scheduled for Saturday 14/01/2017, should focus on the following tasks:</p> <ul style="list-style-type: none"> <li>Progress clearance of wood-lined drainage channels between Heatherbells and Dava.</li> <li>Continue clearance of major ditch on east side of track bed north of Heatherbells Wood using mini digger.</li> </ul> <p>Or if weather poor</p> <ul style="list-style-type: none"> <li>Reinstall gate under Squirrel Neuk Bridge.</li> <li>Progress surface improvements to track bed north or south of AJ's Bridge.</li> <li>Remove remaining field drain pipes from ditch at Longley.</li> </ul> <p>Agreed unanimously. PM is to make the necessary arrangements.</p>	<p>PM</p>
<p>10</p> <p>10.1</p> <p>10.2</p> <p>10.3</p>	<p><u>Health and Safety</u></p> <p><b>Review of DWA Health and Safety Management System</b> Action held over: TT is to complete task-based risk assessments, with input from the other trustees as required.</p> <p><b>First Aid Kits</b> The three DW first aid kits are held by PB, PM and TT. The completeness and serviceability of each kit was confirmed.</p> <p><b>Injury Reports and Incidents</b> Those present confirmed that there have been no injuries or incidents since the previous meeting.</p>	<p>TT</p>
<p>11</p> <p>11.1</p> <p>11.2</p> <p>11.3</p>	<p><u>Dava Way Publicity</u></p> <p><b>Local, Regional and National Publications</b> (Nothing new to report)</p> <p><b>DW Facebook Group</b> PM reported that membership of the Facebook group <a href="#">Friends of the Dava Way</a> has increased to 127.</p> <p><b>DW Website</b> (Nothing new to report)</p>	
<p>12</p> <p>12.1</p> <p>12.2</p> <p>12.2.1</p> <p>12.2.2</p>	<p><u>Dava Way Events - Moray Walking and Outdoor Festival 2017</u></p> <p><b>Moray Way 5-Day Challenge (MW5)</b> (Nothing new to report)</p> <p><b>Ghost Train Walk (GTW)</b></p> <p>12.2.1 PM noted that 24/06/2017 will be the 20<sup>th</sup> Anniversary of the formation of the DWA and proposed that the GTW should be held 24-25/06/2017. Agreed unanimously.</p> <p>12.2.2 PM stated that the DWA should begin publicising the GTW event as soon as possible and noted that the forms and publicity materials needed to be updated. PM proposed an entry fee of £20 for GTW 2017.</p>	

	Agreed unanimously. PM will update the entry forms and publicity materials then circulate them to the DWA Trustees for comment.	PM
13	<u>Funding Opportunities</u>	
13.1	Action held over: NS has heard that funding may be available from the <a href="#">Cairngorms Leader Project</a> . There is also the <a href="#">Moray Leader Project</a> . NS will investigate.	NS
13.2	Action held over: NT reported that funding may be available through the <a href="#">Voluntary Action Fund</a> . Funding may be used for volunteer training, first aid courses, etc. NT will investigate.	NT
13.3	Action held over: NS will enquire about the <a href="#">Co-op Local Community Fund</a> and the <a href="#">Tesco Bags Of Help</a> scheme, by contacting the managers of the respective local stores.	NS
13.4	PM asked NT for the date of the next cut off for bids to the <a href="#">Berry Burn Community Fund</a> . NT stated that it will be 23/01/2017 but recommended that any bids are submitted earlier in case there are any problems with the paperwork. NT went on to say that any bid should be supported by three quotes; prints of website pages showing prices can be submitted. NS proposed that he should prepare the bid and, after some discussion, it was decided that the bid should be for funding to purchase a wacker plate compactor and ramps for loading the mini digger onto the tipping trailer. Agreed unanimously. PM is to provide NS with details of the items to be included in the bid, NS is to research the process and submit the bid.	PM & NS
13.5	NT provided details from an article about <a href="#">Awards For All</a> , circulated recently in a tsiMORAY email. He noted that funding for the Moray Walking and Outdoor Festival has been obtained from this source and suggested that the DWA may also benefit. NT will look into this source of funding.	NT
13.6	RR noted that the wind farm being constructed at the Cabrach may become a source of funding in the future. The wind farm is scheduled to be operational around 2019 and, as part of the planning consent, is expected to contribute £50,000 pa to Moray Council for the construction and maintenance of Core Paths – of which the DW is one.	
14	<u>AOCB</u>	
14.1	<b>Feedback on Outstanding Improvements List</b> PM stated that he will be circulating a copy of the DW Improvements List for 2017 and invited feedback on the priorities applied.	All
14.2	<b>Cover Slab Material</b> PB noted that the slabs used to cover drainage access points along the DW are usually made of concrete and can be broken when driven over by heavy vehicles. PB suggested that replacement cover plates should be made from thick plate steel. After some discussion of the pros and cons it was decided that the concrete slabs provide a low cost solution and heavy vehicles should not be driving over them, particularly where the slabs are clearly visible. However, the steel plate option could be implemented in the future if the concrete slabs are damaged frequently.	
15	Date of the Next Meeting: 19:30 10/01/2017 at The Hub.	

Meeting Closed: 21:40

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

Neil Sinclair  
Chairman  
Dava Way Association