

4.9	Ref 6.1.1:	PM reported that he is still awaiting a proposal from the minister of the Edinkillie Parish Church, re access to the DW from the church. NS reported that he has contacted Graeme Ferguson of the 2 nd Forres Boys' Brigade (BB) Company and they will look after the path section from Mannachie Rise to Dallas Dhu, carrying out litter collection and minor undergrowth cutback. Final arrangements will be made later. Action closed.
4.10	Ref 6.1.3:	PM reported that he has forwarded the email re Community Cycle Clubs to MC and MC has responded. Action closed.
4.11	Ref 7.1.2:	(see Item 7.1.2 below)
4.12	Ref 7.2.1:	(see Item 7.2.1 below)
4.13	Ref 9.1.2:	(see Item 9.1.1 below)
4.14	Ref 9.1.3:	(see Item 9.1.2 below)
4.15	Ref 9.2.1:	(see Item 9.2.1 below)
4.16	Ref 9.2.2:	(see Item 9.2.2 below)
4.17	Ref 9.6.1:	(see Item 9.4 below)
4.18	Ref 10.1.1:	(see Item 10.1.1 below)
4.19	Ref 10.1.3:	(see Item 10.1.2 below)
4.20	Ref 11.1.1:	PM reported that MC has put a copy of the Scottish Cycling magazine into the DWA Dropbox. Action closed.
4.21	Ref 12.2.3:	(see Item 12.2.2 below)
4.22	Ref 12.2.4:	(see Item 12.2.3, 12.2.4 and 12.2.5 below)
4.23	Ref 12.2.5:	(see Item 12.2.6 below)
4.24	Ref 12.2.6:	(see Item 12.2.7 below)
4.25	Ref 13.1:	(see Item 13.1 below)
4.26	Ref 13.2:	(see Item 13.2 below)
4.27	Ref 13.3:	(see Item 13.3 below)
4.28	Ref 13.4:	(see Item 13.4 below)
4.29	Ref 13.5:	(see Item 13.5 below)
5	<u>Treasurer's Report</u>	
5.1	PB reported that a balance of £6728.42 is in the DWA account, of which £2373.76 is reserved to the Lynmore Project.	
5.2	Significant Income: £224.60; donation.	
5.3	Significant Expenditure: £620.25 to PM; 2016 expenses claim.	
5.4	Outstanding items: (Nil).	
5.5	PB also reported that the £94.00 residue of the Lynmore Feasibility Study money from The Big Lottery Fund has been paid to MC to offset his travel expenses, incurred while managing the Lynmore Project. Account closed.	
6	<u>Correspondences</u>	
6.1	To the Secretary	
6.1.1	Email (05/02/17) – from Basil Dunlop (Resident of Lynmacgregor) PM reported that he received an email from Basil Dunlop regarding the continued misuse of the DW by motorcyclists. Basil has reported the problem to the Police Scotland Community Officer for the Grantown area. RR and DH reported that they saw a motorcyclist on the Forres end of the DW on 18/02/17. PM urged them to report the incident to Police Scotland by phoning the non-emergency number 101.	

	<p>b) PM will contact the Moray Access Officer (Ian Douglas) and seek his advice.</p> <p>c) RR will introduce the topic for discussion at the next meeting of the Moray Local Outdoor Access Forum (LOAF).</p> <p>d) PM will obtain quotes from three contractors for the work required, with a view to submitting a bid to the Berry Burn Community Fund in May 2017.</p>	<p>PM</p> <p>RR</p> <p>PM</p>
8 8.1	<p><u>Dava Way Merchandise</u> Sales and Stock</p> <p>Companions (PM) 3</p> <p>Companions (NT) 9</p> <p>Badges (PM) 39</p>	
8.2	<p>DWA Companion Reprint NT suggested that a reprint of the DW Companion is now required. The currency of the publication content was discussed. It was decided that the maps are current but NT should update the text and photos as required. Various options for the reprint batch quantities/costs were discussed, and whether the wholesale and/or recommended retail price (RRP) of the publication should be increased. RR proposed rounding up the RRP to £5 and printing a batch of 750 companions at a cost of £1572 to the DWA. Agreed unanimously.</p>	<p>NT</p> <p>NT</p>
9 9.1 9.1.1	<p><u>Dava Way Path Works</u> Lynmore Improvement Project PM reported that MC has received the signage from Sustrans, along with the appropriate brackets. Action closed.</p>	
9.1.2	<p>PM and MC will install the signage on 27/02/2017, when they will be at Lynmore to recheck the counter setup.</p> <p>Action held over: MC will plan a formal opening of the Lynmore diversion. PM reported that MC is looking at 08/04/2017 for the formal opening.</p>	<p>PM & MC</p> <p>MC</p>
9.2 9.2.1	<p>Dava Way Upgrade Planning Project Action held over: MC will continue to monitor project progress and remind Murray Swapp that COAT need to submit their estimate for delivery of the 'shovel ready' plan to Sustrans as soon as possible, in order to release the associated funding.</p>	<p>MC</p>
9.2.2	<p>Action held over: MC is to ask Murray Swapp to include the clearance of any associated collector ditches in the 'shovel ready' projects.</p>	<p>MC</p>
9.3	<p>Unplanned Work Since Last Meeting (Nothing to report)</p>	
9.4 9.4.1	<p>Planned Work Since Last Meeting PM reported that the following tasks were carried out during the work party held 14/01/2017 on the embankment south of Dallas Dhu:</p> <ul style="list-style-type: none"> • Cut back undergrowth; gorse and broom. • Successfully removed gorse and broom roots using the extractor tool designed and fabricated by PM. • Rough cut/strimmed grass on and adjacent to the path. 	

9.4.2	<p>PM reported that the following tasks were carried out during the work party held 18/02/2017:</p> <ul style="list-style-type: none"> Scraped excess mud and natural off the path surface between the Squirrel Neuk and Scurrypool bridges. Resurfaced the affected areas using planings. Cleared the culvert beneath the overgrown track that runs southeast from the Scurrypool Bridge. 	
9.5	<p>Signage</p>	
9.5.1	<p>PM reported that the Authorised Vehicles Only sign installed at the top of the steps adjacent to the Sanquhar Mains Bridge has been vandalised. PM will replace the plastic sign with a metal one when he has obtained the necessary security screws.</p>	PM
9.5.2	<p>PM reported that the finger post adjacent to the road, by the Rafford Bridge was found to be rotten at the base and finger sockets. PM will see if he can repair the fingers and, if so, reinstall the fingerpost using one of the galvanised steel bases.</p>	PM
9.5.3	<p>DH reported that PM has been provided with the necessary sign dimensions, based on the original design mockups. Action closed. PM reported that he has provided PB with a design in AutoCAD DXF format, and the required font. Action closed. Action held over: PB is to provide the manufacturer with the design and font, then monitor progress. DH offered to see if he could source the materials required for the backing board as a donation to the Dava Way Association (DWA).</p>	PB DH
9.5.4	<p>PM reported that Greg McAulay is progressing well restoring the Dunphail station sign.</p>	
9.6	<p>Priorities for Next Work Party and Mini Work Parties</p>	
9.6.1	<p>PM proposed that the next DWA work party, scheduled for Saturday 11/03/2017, should focus on the following tasks:</p> <ul style="list-style-type: none"> Replace cover slabs over inspection pits in the Heatherbells Cutting. Progress the clearance of the wood-lined ditches north of the Heatherbells Cutting. <p>Or</p> <ul style="list-style-type: none"> Remove the remaining field drain pipes from ditch at Longley. Clear pipe or ditch causing pooling of water on the west side of the path at the same location. <p>Or</p> <ul style="list-style-type: none"> Remove gorse/broom at Muir of Logie in preparation for the fencing installation/repair. <p>Agreed unanimously. PM is to decide priorities and make the necessary arrangements.</p>	PM
10	<p><u>Health and Safety</u></p>	
10.1	<p>Review of DWA Health and Safety Management System</p>	
10.1.1	<p>Action held over: TT is to complete task-based risk assessments, with input from the other trustees as required.</p>	TT
10.1.2	<p>Action held over: MC should familiarise himself with the requirements of the Construction (Design and Management) Regulations by reading Section 4 of the Upland Path Management Guide.</p>	MC

10.2	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.	
10.3	Injury Reports and Incidents Those present confirmed that there have been no injuries or incidents since the previous meeting.	
10.4	PPE for Scouts and Boys Brigade NS noted that the standard work gloves used by the DWA cost 52p a pair and litter pickers can be purchased at a cost of £8 for a pack of 4. NS suggested that the DWA could provide the two Scout Groups and the BB Company with suitable PPE for about £50. RR proposed that the Scouts and BB should be asked before proceeding with any purchases, as they may already have access to adequate PPE. Agreed unanimously. NS and RR will contact the BB and Scouts respectively.	NS & RR
11	<u>Dava Way Publicity</u>	
11.1	Local, Regional and National Publications (Nothing to report)	
11.2	DW Facebook Group PM reported that membership of the Facebook group Friends of the Dava Way has increased to 146.	
11.3	DW Website (Nothing to report)	
12	<u>Dava Way Events - Moray Walking and Outdoor Festival 2017</u>	
12.1	Moray Way 5-Day Challenge (MW5) PM reported that he has so far received 10 bookings for the challenge.	
12.2	Ghost Train Walk (GTW)	
12.2.1	PB reported that he has so far received 9 bookings for the GTW.	
12.2.2	NS reported that MC has contacted the Community Off-Road Transport Action Group (COTAG) and they have confirmed that they will support the GTW with radio communications, first aid and mobile patrol resources. Action closed.	
12.2.3	PB reported that he has provisionally booked two coaches from Deveron Coaches. Action closed.	
12.2.4	DH reported that the Moray College minibus will not be available for the GTW weekend. Action closed.	
12.2.5	Action held over: MC will contact the 1 st Forres Scout Group to find out if their minibus is available for the GTW weekend. MC will also ask if the group wish to participate in or assist with the GTW.	MC
12.2.6	PM reported that he has booked the Edinkillie Village Hall for the GTW weekend. Action closed.	
12.2.7	Action held over: MC will review the actions listed on the project spreadsheet and delegate tasks as required.	MC
12.3	Navigation Course (Nothing to report)	
13	<u>Funding Opportunities</u>	
13.1	Action held over: NS will investigate the Cairngorms Leader Project , and the Moray Leader Project , as possible sources of funding.	NS
13.2	Action held over: NT will investigate the Voluntary Action Fund as a possible source of funding for volunteer training, first aid courses, etc.	NT

13.3	Action held over: NS will enquire about the Co-op Local Community Fund and the Tesco Bags Of Help schemes run at local stores.	NS
13.4	TT reported that he provided NS with a copy of the DWA Constitution. Action closed.	
	NS reported that he submitted the £800 wacker plate bid to the Berry Burn Community Fund before the Monday 23/01/2017 deadline. Action closed.	
13.5	NS added that the awards committee are scheduled to meet on the 27/02/17. NS will monitor progress.	NS
	Action held over: NT will investigate Awards For All as a possible source of funding.	NT
14	<u>Dallas Dhu Housing Development MasterPlan</u>	
14.1	TT reported that the draft MasterPlan for the Dallas Dhu development has been published for consultation. He noted that the suggestions from the DWA for an access ramp adjacent to the Sanquhar Mains Bridge and the application of a sealed surface between Mannachie Avenue and the Dallas Dhu Distillery have not been included as requirements for developer contributions. RR reported that the Moray Access Officer (Ian Douglas) is pursuing the requirement for a Tarmac path surface.	
14.2	TT described a number of alternative sealed surfaces, as detailed in Sustrans Technical Note 8 Cycle Path Surface Options and suggested that one of them may offer an alternative to Tarmac and retain a more rural, green corridor feel to the affected path section. After some discussion, the original choice for Tarmac was confirmed.	
14.3	TT reported that comments on the draft MasterPlan must be submitted by 17:00 on 27/03/2017 to localdevelopmentplan@moray.gov.uk . An exhibition on the draft MasterPlan will be held in Forres Community Centre between 16:30 and 19:00 on 08/03/2017. PM encouraged those present to attend the exhibition and make their views known.	All
15	<u>AOCB</u>	
15.1	Clash Gour Wind Farm PM reported that he attended the Finnerne Community Council meeting on 20/02/2017, where Force 9 Energy gave a presentation on their proposal for a large wind farm development named Clash Gour. The project proposes 63 new wind turbines, each 175 metres high, on land surrounding the current Berry Burn windfarm. More details are available on the Finnerne CC website . PM suggested that representatives of the DWA should attend any forthcoming public consultations and request screening planting.	
15.2	Dava Schoolhouse Cafe PM reported that Andy Mallon and Sharon Wooler are opening a café at the Dava Schoolhouse . This is welcome news as it will provide a place for users of the Dava Way to take a break, and may provide a suitable start/end point for those path users looking for a shorter walk/cycle.	
15.3	Moray Way Information Sessions PM reported that the Moray Way Association will be holding a number of information sessions to raise the profile of the Moray Way. PM will forward an email with the details.	PM
16	Date of the Next Meeting: 19:30 Tuesday 14/03/2017 at The Hub.	

Meeting Closed: 21:50

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

Neil Sinclair
Chairman
Dava Way Association