

4.8	Ref 7.1.2: (see Item 7.1.2 below)	
4.9	Ref 7.2.3: (see Item 9.3.1, 9.3.2, 9.3.3 and 9.3.4 below)	
4.10	Ref 8.2: (see Item 8.2 below)	
4.11	Ref 9.1.1: (see Item 9.1.1 below)	
4.12	Ref 9.1.2: (see Item 9.1.2 below)	
4.13	Ref 9.2.1: (see Item 9.2.1 below)	
4.14	Ref 9.2.2: (see Item 9.2.2 below)	
4.15	Ref 9.5.1: (see Item 9.6.1 below)	
4.16	Ref 9.5.2: (see Item 9.6.2 below)	
4.17	Ref 9.5.3: (see Item 9.6.3 and 9.6.4 below)	
4.18	Ref 9.6.1: (see Item 9.5.1 below)	
4.19	Ref 10.1.1: (see Item 10.1.1 below)	
4.20	Ref 10.1.2: (see Item 10.1.2 below)	
4.21	Ref 10.4: (see Item 10.4 below)	
4.22	Ref 12.2.5: (see Item 12.2.1 below)	
4.23	Ref 12.2.7: (see Item 12.2.2 below)	
4.24	Ref 13.1: (see Item 13 below)	
4.25	Ref 13.2: (see Item 13 below)	
4.26	Ref 13.3: (see Item 13 below)	
4.27	Ref 13.4: (see Item 13 below)	
4.28	Ref 13.5: (see Item 13 below)	
4.29	Ref 14.3: (see Item 14 below)	
4.30	Ref 15.3: PM reported that he forwarded the email re the Moray Way Association information sessions. Action closed.	
5	<u>Treasurer's Report</u>	
5.1	PB reported that a balance of £6817.30 is in the DWA account, of which £2373.76 is reserved to the Lynmore Project.	
5.2	Significant Income: (Nil).	
5.3	Significant Expenditure: (Nil).	
5.4	Outstanding items: £872.35 to NS; purchase of wacker plate (see Item 9.7.2 below). £18.29 to NS; reimbursement for gift to Jack Falconer.	
5.5	PB also reported that the insurance for the DWA is due for renewal 14/04/17. PB proposed that, in view of the problems experienced by the DWA when changing insurers and the necessity of having insurance, he should contact the current insurer and arrange to renew the insurance for another year. Agreed unanimously.	PB
5.6	PB stated that he will also contact Greg McAulay and confirm that the chainsaw certification relating to his tree works for the DWA is current.	PB
6	<u>Correspondences</u>	
6.1	To the Secretary	
6.1.1	Email – from Morag Forsyth (DWA Volunteer) PM reported that he received an email from Morag Forsyth, withdrawing from volunteer work due to ill health. PM has replied, thanking her for her support, and has added her name to the DWA information list so she can be kept up to date with the development of the DW.	
6.1.2	Email (23/02/17) – from Douglas Stewart (Outdoor Access Officer CNPA) PM reported that he received an email from Douglas Stewart, Outdoor Access Officer with Cairngorms National Parks Authority (CNPA), inviting	

6.2	<p>a representative of the DWA to attend the CNPA Local Outdoor Access Forum (LOAF) meeting on 30/05/17 to offer some insight into the ups and downs of the work of the DWA, funding, project delivery, volunteering, etc. It was decided that NS and TT should represent the DWA at the meeting. TT will contact Douglas Stewart and make the arrangements.</p> <p>Other Correspondence (Nothing to report)</p>	TT
7 7.1 7.1.1	<p><u>Feedback</u></p> <p>Footfall Counters</p> <p>PM reported the following readings: Dunphail (not read) Lochenoun (not read) Lynmore – 08/12/16 to 27/02/17 645 walkers (uninstalled – see Item 7.1.2 below)</p> <p>RR reported the following readings: Dallas Dhu – 15/03/15 to 07/03/17 47,140 walkers 5,457 cyclists (8.5 walkers for each cyclist)</p>	
7.1.2	<p>Ref 7.1.2: PM reported that he and MC returned to Lynmore to recheck the counter setup and established that the counter unit was defective. The unit has been returned to the supplier for repair. PM and MC will reinstall and setup the counter on its return.</p>	PM & MC
8 8.1	<p><u>Dava Way Merchandise</u></p> <p>Sales and Stock</p> <p>Companions (PM) 3 Companions (NT) 9 Badges (PM) 39</p>	
8.2	<p>DWA Companion Reprint</p> <p>Ref 8.2: Action held over. NT will update the DW Companion text and photos as required, increase the RRP to £5 and arrange for a batch of 750 companions to be printed at a cost of £1572 to the DWA.</p>	NT
9 9.1 9.1.1	<p><u>Dava Way Path Works</u></p> <p>Lynmore Improvement Project</p> <p>Re 9.1.1: MC reported that he and PM have installed one of the Sustrans signs but the other sign requires a different bracket. PM and MC will install the remaining sign at a later date.</p>	PM & MC
9.1.2	<p>Re 9.1.2: MC proposed that the formal opening of the Lynmore diversion should take place in early May, possibly on the same day as the annual DW Cycle Survey. PM proposed Thursday 04/05/17 as the date. Agreed unanimously. MC is to make the arrangements for the formal opening.</p>	MC

9.2	Dava Way Upgrade Planning Project	
9.2.1	<p>Ref 9.2.1: Action held over. MC will remind Murray Swapp that COAT need to submit an invoice before the end of the current financial year; invoice is for works relating to the initial DW site survey and the feasibility study/cost estimate for the production of a set of 'shovel ready' project plans for an end-to-end upgrade of the DW to Sustrans standard.</p> <p>This invoice will be paid from the residue of the Sustrans grant for the Lynmore diversion. Any monies then remaining will be available for other DW upgrade/maintenance works agreed between the DWA and Sustrans.</p>	MC
9.2.2	<p>Ref 9.2.2: Action held over. MC is to ask Murray Swapp to include the clearance of any associated collector ditches into the project plans.</p>	MC
9.2.3	<p>MC reported that Murray Swapp has promised to complete the set of 'shovel ready' project plans by the end of May. MC will monitor progress. Sustrans have allocated £20,000 of funding to cover the production of the project plans, with any residue to be allocated to upgrade/maintenance works agreed between the DWA and Sustrans.</p>	MC
9.3	Muir of Logie Fencing Project	
9.3.1	<p>Ref 7.2.3a: TT reported that he consulted the following documents:</p> <ul style="list-style-type: none"> • Land Reform Scotland Act 2003 – Part 1 Guidance for Local Authorities and National Parks Authorities (LRSA) • Scottish Outdoor Access Code – Part 4 Managing Land and Water Responsibly for Access • SNH A Brief Guide to Occupiers' Legal Liabilities in Scotland in Relation to Public Outdoor Access • SNH A Brief Guide to Laws Relevant to Outdoor Access in Scotland • SNH Public Access and Land Management • HSE Agriculture Information Sheet No 17S (Rev 1) Advice for farmers, landowners and livestock keepers <p>TT also consulted archived DWA BoT/Committee minutes to compile a timeline of interactions between the DWA and Logie Estate. His findings were disseminated to the DWA Trustees by email. TT summarised the main points raised in the email:</p> <ul style="list-style-type: none"> • The concern that the DWA would set a precedent for funding estate fencing adjacent to the DW route is null and void as the DWA has already funded two sections of estate fencing. • Reconciling estate land management operations with the aim of the DWA for a Sustrans standard path along the whole DW route will only be achieved by agreement with landowners. • The DWA should discuss estate land management requirements with the landowners, looking for ways to minimise their use of the old railway and/or their impact on any path surface improvements. These discussions may identify the need for additional fencing, alternative routing of land management operations or the path, or the use of more robust surfacing materials (e.g. Tarmac) for certain sections of the path. The resulting agreed works, changes to land management operations and responsibility for maintaining any fencing provided should be documented in a Path Agreement, as described in the LRSA, and signed by the DWA and landowner. • There is a Path Agreement template in the LRSA that should be used when drawing up an agreement between the DWA and a landowner. The template includes the sentence "The Owner shall make good, to the satisfaction of the local authority any damage to the route caused by land management operations or by the 	

Owner's fault or negligence". This refers to the landowner's responsibilities under Section 23 Ploughing etc. of the LRSA.

- Some additional capital expenditure by the DWA may be required to erect additional fencing, implement agreed alternative routes, etc. but there should be an expectation of a payback to the DWA from reduced path maintenance costs in the longer term.

In essence, the DWA invest the necessary capital funding to minimise the impact of estate land management operations on the DW path surface. Any stock fencing erected to keep cattle off the path and/or infrastructure provided to reroute land management operations is then 'gifted' to the landowner, along with the responsibility for its maintenance. If the DW path surface is subsequently damaged, for example by roaming cattle or land management operations for which an alternative routing has been provided, the landowner should be deemed to have acted unreasonably and it will be up to them to reinstate the path surface to the required standard within the time period stipulated in the Path Agreement.

Action closed.

9.3.2 Ref 7.2.3b: PM reported that he has contacted the Moray Access Officer (Ian Douglas) and Ian has confirmed that, as the cattle do not appear to be aggressive in nature or be in that field for the main purpose of deterring access by path users, the landowner is not responsible for erecting fencing to enclose the cattle and prevent them from accessing the path route. Action closed.

9.3.3 Ref 7.2.3c: RR reported that the topic of responsibility for fencing was not raised at the Moray LOAF as the agenda was full. Action closed.

9.3.4 Ref 7.2.3d: PM reported that he has received an itemised quote from one contractor for the fencing works at Muir of Logie. He expects to receive quotes from two other contractors shortly.

9.3.5 There was some discussion of the points raised above. RR noted that 'gifting' stock fencing to the landowner then dumping them with the cost of repairing any subsequent damage to the path may be seen as sneaky and underhanded. TT responded that any such arrangements would have been agreed between the DWA and the landowner, and documented in the Path Agreement. TT also noted that, as the DW is a recognised Core Path, the landowners are already responsible under Section 23 of the LRSA for reinstating the path surface following its disturbance by land management operations. RR replied that, from his experience as a member of the Moray LOAF, it was highly unlikely that the Local Authority would take any legal action to force the landowner to reinstate the path surface to the required standard under Section 23 of the LRSA. TT noted that, if this is the case, the DWA has no choice but to make the best of it; work with the landowners and implement those capital projects required to, hopefully, minimise the impact of land management operations on the path surface. PB restated his reservations that the good will of the DWA may be taken advantage of, with the DWA being seen as a 'soft touch' for funding when stock fencing running adjacent to the DW requires repair/renewal. PM stated that, as with the Muir of Logie project, there are two clearly identifiable fencing states; existing stock fencing at field boundaries, for which the DWA should not be expected to fund repair/replacement, and new fencing installed to protect the path where no stock fencing existed previously.

PM

9.3.6	<p>TT proposed that the DWA should go ahead and install the new stock fencing and crossing gates at Muir of Logie, with the expectation that Logie Estates will repair the identified adjacent sections of existing stock fencing running alongside the DW. Agreed unanimously.</p> <p>PM is to engage a contractor to carry out the fencing works when the necessary funding has been obtained.</p>	PM
9.3.7	<p>PM reported that NT has identified the Moray Landfill Communities Fund as a possible source of funding for the Muir of Logie Fencing Project. PM proposed that NT should submit an application to this fund. Agreed unanimously.</p> <p>PM is to provide NT with quotes from the fencing contractors and NT is to submit a funding application to the Moray Landfill Communities Fund.</p>	PM & NT
9.4	<p>Unplanned Work Since Last Meeting (Nothing to report)</p>	
9.5	<p>Planned Work Since Last Meeting</p>	
9.5.1	<p>PM reported that the following tasks were carried out during the work party held 18/02/2017:</p> <p>Path section south of Longley Crossing.</p> <ul style="list-style-type: none"> • Removed the remaining field drain pipes from the ditch on the east side of the path. • Cleared silt from the ditches both sides of the path. • Filled the base of the field drain chute with boulders to reduce the potential for erosion during heavy rain. • Investigated the pooling of water on the west side of path, south of the field drain chute. <p>Path section south of Heatherbells Cutting.</p> <ul style="list-style-type: none"> • Replaced cover slabs over inspection pits. <p>Path section north of Lynmore Diversion.</p> <ul style="list-style-type: none"> • Constructed causeway on section where water pooling. 	
9.6	<p>Signage</p>	
9.6.1	<p>Ref 9.5.1: PM reported that he has obtained the necessary security screws. He will replace the plastic Authorised Vehicles Only sign installed at the top of the steps adjacent to the Sanquhar Mains Bridge with a metal one when a suitable opportunity presents itself.</p>	PM
9.6.2	<p>Ref 9.5.2: PM reported that the repairs to the finger post are progressing. When the repairs are complete, PM will reinstall the fingerpost using one of the galvanised steel bases.</p>	PM
9.6.3	<p>Ref 9.5.3a: PB reported that he has provided the manufacturer with the design and font. The manufacturer has ordered 3mm acetate sheeting for producing the letters; this is thinner than the original specification but will keep costs within the £100 budget. PB will monitor progress.</p>	PB
9.6.4	<p>Ref 9.5.3b: DH reported that he may have found a donor for the materials required for the backing board and will carry out some further research.</p>	DH
9.6.5	<p>PM reported that Greg McAulay is progressing well with the restoration of the Dunphail station sign. A suitable location for its installation needs to be identified; possibly on the platform north of the Dunphail Station house. PM will monitor progress.</p>	PM

9.7	Tooling and Equipment	
9.7.1	NS noted that the DWA inventory of tools and equipment is becoming quite extensive. He asked if it may be feasible to purchase a second hand ISO container for the storage of tools and equipment, to be sited at a suitable location along the DW. PB pointed out that the condition of second hand containers can be somewhat variable, and a container would not actually provide that much storage space. NS invited those present to come up with options for storage to be discussed at the next DWA BoT meeting.	All
9.7.2	<p>NS reported that the bid to the Berry Burn Community Fund for £800 to purchase a wacker plate has been successful. However, the DWA will have to submit a receipt for the purchase of the wacker plate before the funding will be released. The equipment must also be made available for use by other community groups carrying out similar work in the Forres area. NS added that the full price of the wacker plate had recently risen to £1,330 and a set of wheels, for use when loading/unloading the device, would cost an extra £77. He has managed to negotiate a discounted price with the supplier for £872.35 inclusive of VAT and delivery. NS proposed that the DWA go ahead with the purchase. Agreed unanimously. NS will purchase the wacker plate and wheels using existing DWA funds, then submit the receipt to the Berry Burn Community Fund to obtain the £800 of funding.</p> <p>There was some discussion about health and safety requirements when transporting and using the wacker plate and whether any formal operator training will be required. TT stated that it is likely that safety boots and ear defenders should be worn when operating the equipment, along with controls to protect operators from the effects of hand-arm vibration. Full details should be available in the operators' manual supplied with the equipment.</p> <p>NS asked where the wacker plate should be stored. PM volunteered to store the wacker plate in his workshop.</p>	NS
9.7.3	<p>TT suggested that a heavy-duty chipper would enable the tidy on-site disposal of gorse/broom/brush removed during undergrowth cutback; more efficient and visually appealing than retaining the cut material on site and relying on it rotting down over time. Such a piece of equipment could be a prime candidate for a subsequent funding bid. PB stated that chippers are dangerous to use and operators would require formal training. PM added that two chippers, owned by third parties, are already available for use on DWA work parties.</p> <p>PM suggested that purchasing a pair of ramps and modifying the tipping trailer with outriggers to enable the mini-digger to be carried would be a better candidate for funding.</p>	
9.7.4	NS reported that the new DWA trailer is ready for use and is currently being stored on his drive.	
9.7.5	DH reported that the construction of formwork for manufacturing replacement concrete drainage channels is complete. DH will attempt to manufacture two sample channels using the formwork.	DH
9.7.6	PM reported that the bush puller he designed worked well on a recent work party. He has identified some design improvements and the puller is currently with Rennie Fabrication undergoing modification.	

9.8	<p>Priorities for Next Work Party and Mini Work Parties</p> <p>PM stated that he would not be available to run the next DWA work party, scheduled for Saturday 08/04/17, though he would be able to send out the usual invitation to volunteers. PB stated that he would not be available either. MC and TT agreed to run the work party. PM proposed that the work party should focus on the following tasks:</p> <ul style="list-style-type: none"> • Continue the clearance of the wood-lined ditches north of the Heatherbells Cutting. <p>Or</p> <ul style="list-style-type: none"> • Continue the removal of silt from the ditch at Longley. • Remove overhanging gorse/broom at Peathillock. <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 will decide the priorities and make the necessary arrangements with MC and TT.</p>	
10 10.1 10.1.1 10.1.2 10.2 10.3 10.4	<p><u>Health and Safety</u></p> <p>Review of DWA Health and Safety Management System</p> <p>Ref 10.1.1: Action held over. TT is to complete task-based risk assessments, with input from the other trustees as required.</p> <p>Ref 10.1.2: 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> <p>First Aid Kits</p> <p>The three DW first aid kits are held by PB, PM and TT. The completeness and serviceability of each kit was confirmed.</p> <p>Injury Reports and Incidents</p> <p>Those present confirmed that there have been no injuries or incidents since the previous meeting.</p> <p>PPE for Scouts and Boys Brigade</p> <p>NS and RR reported that the Boys Brigade (BB) company and Scout groups would welcome the supply of additional work gloves and litter pickers. NS proposed that the DWA spend up to £50. Agreed unanimously. NS will make the purchases, then he and RR will distribute the gloves and pickers to the BB company and Scout groups.</p>	TT MC NS & RR
11 11.1 11.2 11.3	<p><u>Dava Way Publicity</u></p> <p>Local, Regional and National Publications (Nothing to report)</p> <p>DW Facebook Group PM reported that membership of the Facebook group Friends of the Dava Way has increased to 151.</p> <p>DW Website (Nothing to report)</p>	
12 12.1 12.2 12.2.1	<p><u>Dava Way Events - Moray Walking and Outdoor Festival 2017</u></p> <p>Moray Way 5-Day Challenge (MW5) (Nothing to report)</p> <p>Ghost Train Walk (GTW)</p> <p>Ref 12.2.5: Action held over. MC will contact the 1st 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.</p>	MC

12.2.2	Ref 12.2.7: Action held over. MC will review the actions listed on the project spreadsheet and delegate tasks as required.	MC
12.2.3	PB is to contact the Portaloo supplier to arrange toilet facilities at Dava.	PB
12.3	Navigation Course (Nothing to report)	
13	<u>Funding Opportunities</u>	
13.1	Ref 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	Ref 13.2: Action held over. NT will investigate the Voluntary Action Fund as a source of funding for volunteer training, first aid courses, etc.	NT
13.3	Ref 13.3: Action held over. NS will enquire about the Co-op Local Community Fund and Tesco Bags Of Help schemes run at local stores.	NS
13.4	Ref 13.4: NS reported that the bid to the Berry Burn Community Fund for £800 to purchase a wacker plate has been successful; see Item 9.7.2 above. Action closed.	
13.5	Ref 13.5: 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	Ref 14.3: PM reported that he attended the exhibition on the draft MasterPlan held in Forres Community Centre on 08/03/2017 and raised the DWA requirements. Action closed.	
15	<u>AOCB</u>	
15.1	Huntly's Cave Path Condition PM reported that the path section adjacent to Huntly's Cave has recently become quite boggy.	
16	Date of the Next Meeting: 19:30 Tuesday 18/04/2017 at The Hub.	

Meeting Closed: 21:45



Neil Sinclair
Chairman
Dava Way Association