

4.18	Ref 9.7.4: (see Item 9.6.4 below)	
4.19	Ref 9.7.5: (see Item 9.6.5 below)	
4.20	Ref 9.7.6: (see Item 9.6.6 below)	
4.21	Ref 9.8.1: (see Item 9.4.1 below)	
4.22	Ref 9.8.2: (see Item 9.4.2 below)	
4.23	Ref 10.1.1: (see Item 10.1.1 below)	
4.24	Ref 10.1.2: (see Item 10.1.2 below)	
4.25	Ref 10.4: (see Item 10.4.1 below)	
4.26	Ref 12.2.1: (see Item 12.2.1 below)	
4.27	Ref 12.2.2: (see Item 12.2.2 below)	
4.28	Ref 12.2.3: (see Item 12.2.3 below)	
4.29	Ref 12.2.4: (see Item 12.2.4 below)	
4.30	Ref 12.2.5: (see Item 12.2.5 below)	
4.31	Ref 13.2: (see Item 13.1 below)	
4.32	Ref 13.3: (see Item 13.2 below)	
4.33	Ref 13.4: (see Item 13.3 below)	
4.34	Ref 13.5: (see Item 13.4 below)	
4.35	Ref 13.7: (see Item 13.5 below)	
4.36	Ref 14.1: Action held over. PB will draft a suitable email to the Seafield Estate, regarding sheep getting onto the DW in the Lynmacgregor area through a poorly maintained section of fence, and pass it to PM for action.	PB & PM
5	<u>Treasurer's Report</u>	
5.1	PB reported that a balance of £5,572.16 is in the DWA account.	
5.2	Significant Income: Nil.	
5.3	Significant Expenditure: £335 to Deveron Coaches; balance for Ghost Train Walk coach hire. £1,558 to MMS Almac; printing of 'A Dava Way Companion' booklet.	
5.4	Outstanding items: Nil.	
6	<u>Correspondences</u>	
6.1	To the Secretary Email from Sue Chadney (11/06/17) PM reported that he received an email from Sue Chadney, administrator for a local taxi firm, pointing out that their contact number on the DW website is incorrect. PM will pass the correct number to David Binney for update action.	PM
6.2	Other Correspondence (Nothing to report)	
7	<u>Feedback</u>	
7.1	Footfall Counters	
7.1.1	PM reported the following readings: Dunphail (not read; counter removed for maintenance) Lochenoun – 13/11/15 to 10/06/17 4,375 users (4,441 – 66) Lynmore (not read)	

	<p>PB reported the following readings from RR: Dallas Dhu – 15/03/15 to 13/06/17 54,189 walkers 14,032 cyclists</p>							
7.1.2	<p>Ref 7.1.2: Action held over. NS reported that a paving slab has been prepositioned on site. He and RR will reinstall the counter at a future mini work party.</p>	NS & RR						
7.1.3	<p>Ref 7.1.3: Action held over. NS will contact the seller of the type of counter currently installed at Dallas Dhu to confirm cost and availability.</p>	NS						
7.2	<p>Motorcycle Nuisance MC reported that Mr Coutes contacted him regarding motorcyclists accessing the Dava Way adjacent to his property at Dava. MC has advised Mr Coutes to report such activities to Police Scotland via their non-emergency 101 number. PM stated that he will install a motor vehicle prohibition sign in the vicinity when a suitable opportunity arises.</p>	PM						
7.3	<p>Flooding</p>							
7.3.1	<p>PM reported the following flooding/damage as a result of the heavy rain overnight 06/06/17-07/06/17:</p> <ul style="list-style-type: none"> • Landslip at cutting south of Longley resulting in flooding and some minor erosion of the path surface; inefficient interception ditch above cutting. • Some erosion of the path surface at points between Longley and Dunphail with flooding in the cutting immediately north of Dunphail; blocked major drain between Balvlair Crossing and Jane’s Hillock. • Minor erosion of the path surface at points along the Dunphail diversion path; inefficient interception ditches above path. • Flooding of the path surface south of Dunphail; inefficient interception ditch above path and partially blocked drain channel. • Flooding in the Bantrach Cutting; blocked interception ditch southwest of cutting, blocked drainage pipes and silted ditches. • Flooding in Cairn Eney cutting, water collecting in ruts and hollows. 							
7.3.2	<p>PM noted that drainage along the route is generally poor and proposed that drainage improvement works should be given higher priority. Agreed unanimously.</p>							
7.3.3	<p>PM stated that he has asked Grant Nicholson to submit a quote for clearing the landslip at Longley and the interception ditch above the Bantrach Cutting. PM to monitor progress.</p>	PM						
7.3.4	<p>MC reported that water is pooling at a couple of points alongside the Lynmore Diversion path. He will report the problem to Murray Swapp and see if he can come up with a solution.</p>	MC						
8	<p><u>Dava Way Merchandise</u></p>							
8.1	<p>Sales and Stock</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Companions (PM)</td> <td style="text-align: right;">95 (sold 5)</td> </tr> <tr> <td>Companions (NT)</td> <td style="text-align: right;">622 (sold 28)</td> </tr> <tr> <td>Badges (PM)</td> <td style="text-align: right;">36</td> </tr> </table>	Companions (PM)	95 (sold 5)	Companions (NT)	622 (sold 28)	Badges (PM)	36	
Companions (PM)	95 (sold 5)							
Companions (NT)	622 (sold 28)							
Badges (PM)	36							
8.2	<p>DWA Companion Reprint Ref 8.2: NT reported that the batch of 750 third edition ‘A Dava Way Companion’ booklets have been received from the printers. Action closed.</p>							

8.3	<p>DWA Promotional Hi-Vis Vests</p> <p>Ref 8.3: PM reported that Dallas Designs can produce basic hi-vis vests with the DWA logo for a unit cost of £12. He also displayed two sample higher quality hi-vis vests that are available from Vista Print for a unit cost just over £12. Action closed.</p> <p>There was some discussion about the standard and quantity of vests required. PM will obtain details of the unit costs applicable when larger batches of vests are ordered.</p>	PM
<p>9</p> <p>9.1</p> <p>9.1.1</p> <p>9.1.2</p> <p>9.2</p> <p>9.2.1</p> <p>9.2.2</p> <p>9.2.3</p> <p>9.3</p> <p>9.3.1</p> <p>9.4</p> <p>9.4.1</p>	<p><u>Dava Way Path Works</u></p> <p>Dava Way Upgrade Planning Project</p> <p>Ref 9.2.2: MC reported that Murray Swapp has produced a draft version of the Dava Way Path Upgrade Proposal and a copy of this document has been distributed to each trustee. MC stated that plans for upgrading the Dava Diversion have been omitted from the draft document as further consultation between the DWA, landowners, planning authorities and other interested parties is required before detailed design work is carried out. Action closed.</p> <p>MC requested that trustees send any comments on the draft document to him. He will compile a consolidated return to Murray Swapp.</p> <p>MC noted that the cost of producing the proposal document was around £8,000, significantly less than the £20,000 budget set aside for this project by Sustrans. MC proposed that the surplus should be used to progress other DW works. Agreed unanimously.</p> <p>After some discussion on priorities it was decided that MC should engage M & J Fencing to complete the fencing works at Muir of Logie (see 9.2.3 below) and Grant Nicholson to remove the recent landslips and complete drainage works in Bantrach Cutting and Heatherbells Cutting.</p> <p>Muir of Logie Fencing Project</p> <p>Ref 9.3.1: PM reported that he received the fencing quote from M & J Fencing of Grantown-On-Spey. Action closed.</p> <p>Ref 9.3.2: NT reported that the funding application to the Moray Landfill Communities Fund was rejected due to oversubscription. Action closed.</p> <p>Ref 9.3.3: Action reallocated. MC is to engage a contractor to carry out the fencing works at Muir of Logie.</p> <p>Unplanned Work Since Last Meeting</p> <p>PM reported that on 22/05/17 a mini work party responded to reports of a windblown tree and related rockfall in the cutting south of Lynmacgregor. The windblown tree was cut down and any loose rocks rolled to the bottom of the cliff, where they were positioned clear of the path.</p> <p>Planned Work Since Last Meeting</p> <p>Ref 9.8.1: See list of tasks below. Action closed.</p> <p>PM reported that the following tasks were carried out during the work party held 10/06/17:</p> <ul style="list-style-type: none"> • Created temporary ditch around landslip at Longley. • Cleared mud from 30m of path in the Huntlys Cave Cutting, raised level of path with ballast and top dressed with scrapings. • Removed fallen boulders and timber, progressed the creation of a new ditch adjacent to the work area. • Strimmed grass alongside route through Huntly's Cave Cutting. 	<p>All MC</p> <p>MC</p> <p>MC</p>

9.4.2	Ref 9.8.2: See list of mini work parties below. Action closed. PB reported that mini work parties to progress undergrowth cutback were completed as follows: <ul style="list-style-type: none"> 17/05/17 – Clashdhu Crossing to Muir Of Logie north gate. 23/05/17 – Muir Of Logie south gate to Longley Crossing. 	
9.5	Signage	
9.5.1	Ref 9.6.3: PB reported that the summit sign backing board has been painted, and the posts have prepared and painted too. Action closed. DH will pass the backing board to PB for the lettering to be cut and fixed.	DH
9.5.2	Ref 9.6.2: Action held over. PB will arrange for the letters for the summit sign to be cut and attached when he has received the backing board.	PB
9.6	Tooling and Equipment	
9.6.1	Ref 9.7.1: Action held over. DWA Trustees to research options for storage of tools and equipment, to be discussed at the next DWA BoT meeting.	All
9.6.2	Ref 9.7.2: NS reported that the wacker plate wheels and the associated mounting bracket have been delivered. Action closed.	
9.6.3	Ref 9.7.3: Action held over. NS will look into funding the purchase of a chipper, appropriate training and PPE.	NS
9.6.4	Ref 9.7.4: Action held over. PM will research the cost of ramps and associated tipping trailer modifications required for loading a mini digger.	PM
9.6.5	Ref 9.7.5: Action held over. PB will research options for installing tie-down points in the new trailer.	PB
9.6.6	Ref 9.7.6: PB reported that the replacement mow balls for the DR strimmer have been delivered and one has been fitted. Action closed.	
9.7	Priorities for Next Work Party and Mini Work Parties	
9.7.1	PM proposed that discussion of the tasks to be carried out at the next work party scheduled for Saturday 12/08/17 should be held over until the next DWA BoT meeting. Agreed unanimously.	
9.7.2	TT and PB proposed to hold further undergrowth cutback mini work parties on 14/06/17 and 21/06/17. Agreed unanimously. TT and PB will make the necessary arrangements.	TT & PB
10	<u>Health and Safety</u>	
10.1	Review of DWA Health and Safety Management System	
10.1.1	Ref 10.1.1: Action held over. TT is to contact a selection of Health and Safety advisory companies in the Moray area and obtain estimates for them to complete the review. PM proposed contacting a recently retired H&S professional he knows, to see if he would be willing to complete the review. Agreed unanimously.	TT PM
10.1.2	Ref 10.1.2: MC reported that he has familiarised himself with the Construction (Design and Management) Regulations by reading Section 4 of the Upland Path Management Guide . Action closed.	
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	
10.4.1	Ref 10.4: NS reported that gloves and pickers have been distributed to the Boys Brigade (BB) company and Scout group in Forres. Action closed.	

10.4.2	Action held over. PM will contact the Grantown-On-Spey Scout Group to arrange for the issue of their gloves and pickers.	PM
10.4.3	Action held over. RR will distribute gloves and pickers to the Grantown-On-Spey Scout Group.	RR
11	<u>Dava Way Publicity</u>	
11.1	Local, Regional and National Publications MC reported that there have been articles in the local and national press about the official opening of the Lynmore Diversion and the Moray Walking and Outdoor Festival. MC will scan the articles into the Dropbox.	MC
11.2	DW Facebook Group	
11.2.1	PM reported that the DW Facebook Group has gained another five members.	
11.3	DW Website	
11.3.1	Ref 4.1: Action held over. NS will speak to David Binney and ascertain if he is willing and able to convert the Dava Way (DW) app material into PDFs.	NS
11.3.2	PM reported that David Binney is upgrading the security of the DW website, moving from HTTP to HTTPS.	
12	<u>Dava Way Events - Moray Walking and Outdoor Festival 2017</u>	
12.1	Moray Way 5-Day Challenge (MW5) PM reported that there are now 105 day bookings for the MW5, an average of 20 participants per day with 26 participants on the Tuesday. Appropriate transport has been booked.	
12.2	Ghost Train Walk (GTW)	
12.2.1	Ref 12.2.1: Action held over. MC reported that the 1 st Forres Scout Group are still considering if their minibus can be made available and whether they wish to participate in or assist with the GTW.	MC
12.2.2	Ref 12.2.2: Action held over. MC will review the actions listed on the project spreadsheet and delegate tasks as required.	MC
12.2.3	Ref 12.2.3: PB reported that arrangements have been made with a Portaloos supplier to arrange toilet facilities at Dava. Action closed.	
12.2.4	Ref 12.2.4: Action held over. PB will send out a mailshot to MWOFF GTW participants on 14/06/17; issue last minute information, request names in the party, contact details, dietary requirements, etc.	PB
12.2.5	Ref 12.2.5: MC reported that the Community Off-Road Transport Action Group (COTAG) will be managing the safety of walkers progressing along the A940 at Dava. Action closed.	
12.2.6	It was unanimously decided that no new applications would be accepted after the cut-off date 14/06/17, to enable arrangements to be finalised.	
12.3	Navigation Day (Nothing to report)	
13	<u>Funding Opportunities</u>	
13.1	Ref 13.2: Action held over. NS will enquire about the Co-op Local Community Fund and Tesco Bags Of Help schemes run at local stores.	NS
13.2	Ref 13.3: Action held over. PM is to add an item to the next DWA BoT agenda; see if there is a suitable project in the DW Upgrade Planning Project for Awards For All funding.	PM
13.3	Ref 13.4: Action held over. PM is to add an item to the next DWA BoT agenda; see if there is a suitable project in the DW Upgrade Planning Project for Paths For All funding.	PM

Meeting Closed: 22:00

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

Neil Sinclair
Chairman
Dava Way Association