



4.15	Ref 9.6.1: (see Item 9.9.1 below)
4.16	Ref 9.6.3: (see Item 9.9.2 below)
4.17	Ref 9.6.4: (see Item 9.9.3 below)
4.18	Ref 9.6.5: (see Item 9.9.4 below)
4.19	Ref 9.7.2: (see Item 9.7.2 below)
4.20	Ref 10.1.1: (see Item 10.1.1 and 10.1.2 below)
4.21	Ref 10.4.2: (see Item 10.4.1 below)
4.22	Ref 10.4.3: (see Item 10.4.1 below)
4.23	Ref 11.1: (see Item 11.1.1 below)
4.24	Ref 11.3.1: (see Item 11.3.1 below)
4.25	Ref 12.2.1: (see Item 12.2.1 below)
4.26	Ref 12.2.2: (see Item 12.2.2 below)
4.27	Ref 12.2.4: (see Item 12.2.3 below)
4.28	Ref 13.1: (see Item 13.1 below)
4.29	Ref 13.2: (see Item 13.2 below)
4.30	Ref 13.3: (see Item 13.3 below)
4.31	Ref 13.4: (see Item 13.4 below)
4.32	Ref 13.6: (see Item 9.4 Below)
4.33	Ref 14: TT reported that he has been accepted as a member of the <a href="#">Cairngorms Local Outdoor Access Forum</a> , effective as of 01/08/17 for an initial three year term. Action closed.
4.34	Ref 15: TT reported that he passed contact details for MC to the steering group organiser at Moray Council. Action closed. MC reported that he has been contacted by Moray Council; the project is expected to commence in September.
<u>Matters Arising - Minutes of the extraordinary meeting held 11/07/17</u>	
4.35	Ref 3: MC reported that the suggestions for improvement have been incorporated into the [Ghost Train Walk] event project plan as required. Action closed.
4.36	Ref 4: PB reported that the donations agreed have been paid; see Item 5.3 below. Action closed.
5	<u>Treasurer's Report</u>
5.1	PB reported that a balance of £20,753.89 is in the Dava Way Association (DWA) account. It was noted that the balance of the Sustrans funding is available for landslip removal, ditching and fencing projects (see Item 9).
5.2	Significant Income: £22,845.00 from Sustrans. £ 105.06 from NW Grampian Long Distance Walking Association; reconciliation for Moray Way (MW) 5-Day Challenge. £ 1041.00 from Moray Way Association; reconciliation for MW 5-Day Challenge, Ghost Train Walk (GTW) and navigation course.
5.3	Significant Expenditure: £ 8,025.19 to COAT Trading; payment for DW upgrade survey report. £ 250.00 to COTAG; donation recognising GTW support. £ 150.00 to 1 <sup>st</sup> Forres Scouts; donation recognising GTW support. £ 195.00 to Deveron Coaches; GTW third coach hire. £ 126.00 to GAP; GTW Portaloo hire. £ 170.00 to Murdoch Bros; GTW provisions. £ 445.68 to Arnold Clark; MW 5-Day Challenge minibus hire.

5.4	Outstanding items: Nil.	
6	<u>Correspondences</u>	
6.1	<b>To the Secretary</b>	
6.1.1	Email from Sykes Cottages (12/06/17) PM reported that he received an email from Matthew Bridson of Sykes Cottages enquiring about listing one of their properties on the DW website accommodation page. PM proposed that the listing should be declined as the approach was made by a lettings company rather than an individual. Agreed unanimously. PM will reply to the Sykes Cottages representative.	PM
6.1.2	Email from Grantown-On-Spey Museum (07/08/17) PM reported that he received an email from a museum representative requesting a restock of DW promotional leaflets. PB volunteered to deliver the requested leaflets.	PB
6.2	<b>Other Correspondence</b> (Nothing to report)	
7	<u>Feedback</u>	
7.1	<b>Footfall Counters</b> NS reported the following readings: Dunphail – 21/06/17 to 15/08/17 1012 path users (8085 – 7073) PM reported the following readings: Lochenoun (not read) Lynmore (not read) RR reported the following readings: Dallas Dhu – 15/03/15 to 08/08/17 58,184 walkers 7,186 cyclists (Aug 16 – Aug 17: 25,500 walkers; 3,212 cyclists)	
7.2	<b>Hole at Drumine Crossing</b> TT reported that a hole has appeared in the path surface just south of the Drumine Crossing, possibly due to excavations by rabbits/badgers. PM will investigate and arrange appropriate corrective action.	PM
7.3	<b>Stiff Gate Latches and Hinges North of Dunphail</b> TT reported that the latches and hinges on the gates north of Dunphail could do with lubricating; latches stiff to operate and field style gates not self-closing efficiently. PM stated that he will arrange a mini work party to carry out the lubrication.	PM
7.4	<b>Dava South Gate Locked</b> DH reported that there has been a report via the DWA Facebook group that the gate south of Dava is chained and locked. PM will contact Dave MacLeod at Dava to have him investigate.	PM
8	<u>Dava Way Merchandise</u>	
8.1	<b>Sales and Stock</b>  Companions (PM)            90 Companions (NT)           600 Badges (PM)                 36	

8.2	<b>DWA Companion Sales by Tiso</b> RR suggested that Tiso in Inverness may wish to sell Dava Way Companions in their store and proposed that he discuss this with the store manager on his next visit. Agreed unanimously.	RR
9	<u>Dava Way Path Works</u>	
9.1	<b>Dava Way Upgrade Planning Project</b>	
9.1.1	Ref 9.1.1: MC thanked those present for their comments on the draft Dava Way Path Upgrade Proposal produced by Murray Swapp. He went on to propose that, rather than focussing resources to finalise the whole document as one big project, individual projects should be extracted from the draft for detailed design work as funding becomes available. Agreed unanimously. Action closed.	
9.1.2	Ref 9.1.2: MC reported that arrangements to engage contractors to carry out landslip removal, drainage and fencing works are in progress; see Items 9.2 and 9.3 Below. Action closed.	
9.2	<b>Muir of Logie Fencing Project</b>	
9.2.1	Ref 9.2.3: MC reported that M & J Fencing have been engaged to carry out the fencing works at Muir of Logie. Action closed.	
9.2.2	PM reported that M & J Fencing have been briefed on the works required. MC will monitor progress.	MC
9.3	<b>Landslip Removal and Ditching Works Projects</b>	
9.3.1	Ref 7.3.3: MC reported that a quote has been received from contractor Grant Nicolson. Action closed.	
9.3.2	MC requested clarification of the landslip removal and ditching works required. The scope and priority of each project below was discussed. It was decided that MC, PM and PB would meet with contractor Grant Nicolson to discuss what can be achieved with the available funding.	MC, PM & PB
9.3.3	<u>Landslip Removal</u> Remove three landslips and clear the associated interceptor ditches; one in cutting south of Peathillock Bridge, one in cutting south of Longley Crossing and one in cutting by Cairn Eney.	
9.3.4	<u>Bantrach – Ditching Works</u> Clear interceptor ditch above west bank at south end of cutting. Clear ditches on both sides of track bed. Repair sections where there has been severe scouring damage.	
9.3.5	<u>Balvlair – Ditching Works</u> Clear major ditch running between Balvlair Crossing and Jane’s Hillock.	
9.3.6	<u>Heatherbells – Ditching Works</u> Clear wood lined ditches each side of trackbed; south from where currently cleared. Clear major ditch running parallel to track bed then across moor to Allt na Ceàrdaich burn.	
9.4	<b>Squirrel Neuk Ramp Project</b>	
9.4.1	Ref 13.6: MC reported that the application for SNH funding to replace the Squirrel Neuk steps with a ramp has been submitted and was successful. Action closed.	
9.4.2	MC will contact SNH to confirm their requirements re quotes and the transfer of funds to pay contractor invoices.	MC
9.4.3	MC will contact the Altyre Estate to confirm that the DWA may proceed with the works, and make arrangements for extraction of timber from the larger trees.	MC
9.5	<b>Lynmore Diversion Water Pooling</b>	
9.5.1	Ref 7.3.4: MC reported that Murray Swapp has confirmed that the snagging period for the works is still active. He will contact the contractor to arrange for them to resolve the problem. MC will monitor progress.	MC

9.6	<b>Unplanned Work Since Last Meeting</b>	
9.6.1	RR reported that he has checked the Japanese knotweed at Dunphail. The stems treated previously are dying back satisfactorily but some new stems have grown. RR will treat these when next at that site.	RR
9.6.2	RR reported that he has cut back vegetation overgrowing the ramp path at Mannachie Avenue using a scythe. He has also de-weeded by hand the steps at the Sanquhar Mains Bridge.	
9.7	<b>Planned Work Since Last Meeting</b>	
9.7.1	PM reported that the following tasks were carried out during the work party held 12/08/17: <ul style="list-style-type: none"> <li>• Interception ditches cleared/dug along the uphill side of the Dunphail Diversion path.</li> <li>• Eroded/scoured areas of the Dunphail diversion path top dressed with quarry dust.</li> </ul>	
9.7.2	Ref 9.7.2: PB reported that mini work parties to progress undergrowth cutback were completed as follows: <ul style="list-style-type: none"> <li>• 14/06/17 – Dunphail Breathing Place.</li> <li>• 20/06/17 – Dallas Dhu to Rafford Bank.</li> <li>• 22/06/17 – Clashdu Crossing to Peathillock.</li> <li>• 24/07/17 – Clashdu Crossing to Squirrel Neuk Bridge.</li> <li>• 02/08/17 – Balvlair to Divie Viaduct.</li> </ul>	
9.8	<b>Signage</b>	
9.8.1	Ref 9.5.1: DH reported that he passed the backing board to PB for the lettering to be cut and fixed. Action closed.	
9.8.2	Ref 9.5.2: PB reported that he arranged for the letters for the summit sign to be cut and attached. Action closed.	
9.8.3	PM reported that he and DH installed the Dava summit sign on 24/06/17, just in time for the Ghost Train Walk.	
9.8.4	PM reported that the finger post at Dallas Dhu has rotted beyond repair and requires replacement. Greg McAulay is looking into sourcing wood suitable for manufacturing the replacement post and fingers. NS will contact Dave Brown to retrieve the finger he removed for safe keeping. PM will monitor progress.	NS PM
9.8.5	Ref 7.2: Action transferred. NS will install a motor vehicle prohibition sign on the Dava Way finger post beside the trackbed north of Dava, adjacent to Mr Coutes' property.	NS
9.9	<b>Tooling and Equipment</b>	
9.9.1	Ref 9.6.1: Action held over. DWA Trustees to research options for storage of tools and equipment, to be discussed at the next DWA BoT meeting.	All
9.9.2	Ref 9.6.3: Action held over. NS reported on his progress researching the purchase of a chipper, appropriate training and PPE. The options of various manufacturers/machines were discussed and it was decided that the machine would need to be towable, have its own engine and be capable of cutting up to 4" diameter wood, e.g. Timberwolf TW 18/100G E/S chipper. DH suggested that Grant Speed, Lands and Parks Officer at Moray Council, should be contacted for advice on equipment, training and PPE. PB offered to speak with Grant Speed. NS noted that the cut-off date for the next round of bids to the Berry Burn Community Fund is 18/09/17. NS will continue his research.	PB NS



9.9.3	Ref 9.6.4: Action held over. PM proposed that, as the ability to transport the mini digger to site is a necessity, he should be authorised to go ahead with the ramp purchase and trailer modifications if the total cost does not exceed £500. Agreed unanimously.	PM
9.9.4	Ref 9.6.5: Action held over. PB will research options for installing tie-down points in the new trailer. PB proposes to approach the trailer supplier for a tie-down solution. PB reported that his own new trailer has been delivered and he will use this for transporting the rough cutter, DR strimmer, etc. PM will recover the DW trailer for storage at his house.	PB PM
9.9.5	PB reported that the drive cable on the DR strimmer is unserviceable. PB noted that scheduled maintenance of the DR strimmer and rough cutter is almost due and proposed that they be booked in for a full service at MacGregor Forest and Groundcare. Agreed unanimously. PB is to make the necessary arrangements.	PB
9.9.6	Ref 8.3: DH stated that he may have a sponsor willing to donate hi-vis vests to the DWA and proposed that he investigate this source further. Agreed unanimously. DH will contact the prospective sponsor. There was some discussion about what is actually required. DH proposed standard hi-vis vests in various sizes with "davaway.org.uk" printed on the back along with a small Facebook logo, and the sponsor's logo if appropriate, with the DWA logo and "Volunteer" printed on the front. Printing to be in colour forest green. Agreed unanimously. MC proposed that he should submit a bid for the purchase of hi-vis vests to one of the windfarm funds, should DH not be successful. Agreed unanimously. MC to submit a bid to one of the windfarm funds if required.	DH MC
9.10	<b>Priorities for Next Work Party and Mini Work Parties</b>	
9.10.1	PM proposed that priorities for the next work party scheduled for Saturday 09/09/17 should be left fluid, dependent on the needs of the various contractor works that are planned. Agreed unanimously. PM will decide on priorities nearer the date and make the necessary arrangements.	PM
9.10.2	PM proposed that the stock of planings at Dava be replenished in preparation for further path surface works at the Huntly's Cave Cutting. Agreed unanimously. PB offered to place the order, but stated that being at Dava to receive the delivery may be problematic. NS volunteered to receive the delivery. PB will place the order and pass delivery details to NS. NS will be at Dava to receive the delivery at the allotted date/time.	PB NS
9.10.3	MC noted that pipe culverts are required at appropriate points along the Dunphail Diversion to prevent water flowing over the path. He proposed that they should be installed at a mini work party. Agreed unanimously. MC and RR will make the necessary arrangements.	MC & RR
10	<u>Health and Safety</u>	
10.1	<b>Review of DWA Health and Safety Management System</b>	
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.	TT
10.1.2	Ref 10.1.1: Action held over. PM will contact a recently retired H&S professional he knows, to see if he would be willing to complete the review.	PM

10.2	<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.	
10.3	<b>Injury Reports and Incidents</b> Those present confirmed that there have been no injuries or incidents since the previous meeting.	
10.4	<b>PPE for Scouts and Boys Brigade</b>	
10.4.1	Ref 10.4.2 and 10.4.3: Action transferred. PM will provide PB with the email address for the the Grantown-On-Spey Scout Group contact. PB will arrange to distribute gloves and pickers to the Grantown-On-Spey Scout Group.	PM PB
11	<u>Dava Way Publicity</u>	
11.1	<b>Local, Regional and National Publications</b>	
11.1.1	Ref 11.1: MC reported that the articles in the local and national press about the official opening of the Lynmore Diversion and the Moray Walking and Outdoor Festival (MWOFF) have been scanned into the DWA Dropbox. Action closed.	
11.1.2	MC stated that he will be submitting an article for the next edition of the Forres Focus.	MC
11.2	<b>DW Facebook Group</b>	
11.2.1	PM reported that the DW Facebook Group has gained a further five new members.	
11.3	<b>DW Website</b>	
11.3.1	Ref 11.3.1: Action held over. NS will speak to David Binney and ascertain if he is willing and able to convert the DW app material into PDFs.	NS
11.3.2	TT proposed that the Android version of the DW app is removed from the Google Play website until its future has been decided. Agreed unanimously. NS will contact Canary Dwarf and have the app removed.	NS
11.3.3	NS proposed that he ascertain if The Bike Bothy in Forres intend to hire bikes. If this is the case the DWA should consider advertising this fact on the DW website. Agreed unanimously. NS is to contact The Bike Bothy.	NS
12	<u>Dava Way Events - Moray Walking and Outdoor Festival 2017</u>	
12.1	<b>Moray Way 5-Day Challenge (MW5)</b> PM reported that the event generated 118 walker days. The challenge was completed by 16 of the participants and there were 29 walkers on the Tuesday. PM looks forward to running the event again next year.	
12.2	<b>Ghost Train Walk (GTW)</b>	
12.2.1	Ref 12.2.1: MC reported that the 1 <sup>st</sup> Forres Scout Group minibus was not available due to insurance requirements. However, the group did an excellent job providing the field kitchen and catering at Dunphail. Action closed.	
12.2.2	Ref 12.2.2: MC reported that he reviewed the actions listed on the project spreadsheet and delegated tasks as required. Action closed.	
12.2.3	Ref 12.2.4: PB reported that he sent out the mailshot to MWOFF GTW participants on 14/06/17; issue last minute information, request names in the party, contact details, dietary requirements, etc. Action closed.	
12.2.4	MC reported that the Community Off-Road Transport Action Group (COTAG) are happy to help at future events have already put the 2019 GTW in their diary.	

12.2.5	RR proposed that there should be a competition for 'best ghost' and 'best illuminated person' to help promote the GTW event. The competition could be judged at Dava, where it would be dark enough, with a DW Companion and cloth badge as prizes. Agreed unanimously. MC is to add arrangements for the competition to the project spreadsheet.	MC
12.2.6	MC proposed that white painted shapes of ghosts, ghost trains, etc illuminated by UV lights could provide an atmospheric backdrop at various locations along the GTW route. Agreed unanimously. MC is to add arrangements for theatricals to the project spreadsheet.	MC
12.3	<b>Navigation Day</b> (Nothing to report)	
13	<u>Funding Opportunities</u>	
13.1	Ref 13.1: Action held over. NS will enquire about the <a href="#">Co-op Local Community Fund</a> and <a href="#">Tesco Bags Of Help</a> schemes run at local stores. NS reported that the employees at the Forres Tesco store are keen to help out with DWA works, generating positive publicity along the way.	NS
13.2	Ref 13.2: 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 <a href="#">Awards For All</a> funding.	PM
13.3	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 <a href="#">Paths For All</a> funding.	PM
13.4	Ref 13.4: RR reported that he has spoken to Ian Cowe, Development Officer at Forestry Commission Scotland (FCS). Ian Cowe has confirmed that up to £1,000 is available at any time as a <a href="#">FCS Community Fund</a> grant to be used to fund volunteer training in chipper operation and first aid refresher courses. Action closed. PB will research the application process and seek advice on suitable training providers.	PB
14	<u>AOCB</u> (Nothing to report)	
15	Date of the Next Meeting: 19:00 Tuesday 19/09/2017 at The Hub. NS and MC submitted their apologies for the next meeting.	

Meeting Closed: 21:20



Neil Sinclair  
Chairman  
Dava Way Association