

4.9	Ref 9.2.2: (see Item 9.1 below)
4.10	Ref 9.3.2: (see Item 9.2 below)
4.11	Ref 9.4.2: (see Item 9.3.1 below)
4.12	Ref 9.4.3: (see Item 9.3.3 below)
4.13	Ref 9.5.1: (see Item 9.4 below)
4.14	Ref 9.6.1: (see Item 9.5.1 below)
4.15	Ref 9.8.4: (see Item 9.7.1 below)
4.16	Ref 9.8.5: (see Item 9.7.2 below)
4.17	Ref 9.9.1: (see Item 9.8.1 below)
4.18	Ref 9.9.2: (see Item 9.8.2 and Item 9.8.4 below)
4.19	Ref 9.9.3: (see Item 9.8.5 below)
4.20	Ref 9.9.4: (see Item 9.8.6 and Item 9.8.7 below)
4.21	Ref 9.9.5: (see Item 9.8.8 below)
4.22	Ref 9.9.6: (see Item 9.8.10 and Item 9.8.11 below)
4.23	Ref 9.10.1: (see Item 9.6.1 below)
4.24	Ref 9.10.2: (see Item 9.6.2 below)
4.25	Ref 9.10.3: (see Item 9.6.3 below)
4.26	Ref 10.1.1: (see Item 10.1.1 below)
4.27	Ref 10.1.2: (see Item 10.1.2 below)
4.28	Ref 10.4.1: (see Item 10.4.1 below)
4.29	Ref 11.1.2: (see Item 11.1.1 below)
4.30	Ref 11.3.1: (see Item 11.3.1 below)
4.31	Ref 11.3.2: (see Item 11.3.2 below)
4.32	Ref 11.3.3: (see Item 11.3.3 below)
4.33	Ref 12.2.5: (see Item 12.2.1 below)
4.34	Ref 12.2.6: (see Item 12.2.2 below)
4.35	Ref 13.1: (see Item 13.1 below)
4.36	Ref 13.2: (see Item 13.2 below)
4.37	Ref 13.3: (see Item 13.2 below)
4.38	Ref 13.4: (see Item 13.3 below)
5	<u>Treasurer's Report</u>
5.1	PB reported that a balance of £20,313.94 is in the Dava Way Association (DWA) account.
5.2	Significant Income: £ 300.00 from sponsorship of PBs walk across the Queensbury Crossing bridge. The DWA trustees expressed their thanks.
5.3	Significant Expenditure: £ 474.00 to DR Alexander & Son; payment for ramps and tipping trailer modification kit. £ 263.30 to Leiths; planings and delivery to Dava.
5.4	Upcoming Expenditure: £ MacGregors; maint. of rough cutter and DR strimmer. £ MacGregors; possible winter maintenance of strimmers. £ Grant Nicolson & Co; landslip removal and ditching. £ MJM Fencing; fencing at Muir of Logie. £ Contractor TBN; construct ramp at Squirrel Neuk Bridge
6	<u>Correspondences</u>
6.1	To the Secretary (Nothing to report)
6.2	Other Correspondence (Nothing to report)

7 7.1	<u>Feedback</u> Footfall Counters PM reported the following: Dunphail (not read) Lochenoun (not read) Lynmore (not read) RR reported the following readings: Dallas Dhu – 15/03/15 to 04/09/17 59,721 walkers 7,437 cyclists	
8 8.1	<u>Dava Way Merchandise</u> Sales and Stock Companions (NT) 491 Companions (PM) 94 Companions (RR) 100 Badges (PM) 33	
9 9.1 9.2 9.3 9.3.1 9.3.2 9.3.3 9.3.4	<u>Dava Way Path Works</u> Muir of Logie Fencing Project Ref 9.2.2: Action held over. From MC's notes; PM reported that M & J Fencing (MJF) requested a site meeting to confirm the area to be fenced. MC signposted them to PM but he has not been contacted. PM will chase Mike at MJF. MC will monitor progress. Landslip Removal and Ditching Works Projects Ref 9.3.2: From MC's notes; PM reported that MC met with contractor Grant Nicolson (GN) to discuss what can be achieved with the available funding. MC has passed PM's drainage diagrams to GN for reference. GN has confirmed the start date for works is 25/09/17. PM will contact GN to confirm that he has all the information he requires. Squirrel Neuk Ramp Project Ref 9.4.2: From MC's notes; PB reported that MC contacted Scottish Natural Heritage (SNH) to confirm their requirements re quotes and the transfer of funds to pay contractor invoices. MC also signed and returned the SNH Memorandum of Agreement for the project. Action closed. PB reported that he has completed the SNH BACS forms, required for the transfer of funds, and has returned them to SNH. Ref 9.4.3: Action held over. From MC's notes; PM reported that MC contacted Ed Dunbar at the Altyre Estate and has confirmed that the DWA may proceed with the ramp construction works. Ed Dunbar suggested that Altyre Estate may wish to fell and extract the larger trees themselves. MC will confirm the arrangements for felling and extracting the larger trees. From MC's notes; PM reported that MC contacted Murray Swapp of the Outdoor Access Trust for Scotland (OATS) for a list of suitable contractors. PM will chase Murray for the list, then MC will contact the contractors and have them quote for the required works.	 PM & MC PM MC PM & MC

9.4	<p>Lynmore Diversion Water Pooling Ref 9.5.1: Action held over. Murray Swapp will contact the contractor to arrange for them to resolve the problem. MC will monitor progress.</p>	MC
9.5	<p>Unplanned Work Since Last Meeting</p>	
9.5.1	<p>Ref 9.6.1: RR reported that he has treated the new growth of Japanese Knotweed at Dunphail. The stems treated previously are dying back satisfactorily. Action closed.</p>	
9.5.2	<p>RR reported that he has carried out vegetation cutback at the Mannachie Rise and Dallas Dhu ramps, and at the steps adjacent to the Sanquhar Mains Bridge; the step gravel has also been replenished.</p>	
9.6	<p>Planned Work Since Last Meeting</p>	
9.6.1	<p>Ref 9.10.1: PM reported that the following tasks were carried out during the work party at Huntly's Cave, held 09/09/17:</p> <ul style="list-style-type: none"> • Excavated a collector bowl below the waterfall on the west side. Note: Original clay drainage pipes uncovered; pipes are serviceable and draining water from collector bowl. Further investigation of drainage pipes on west side of cutting required. • Open ditch on east side of cutting extended towards collector bowl. • Cross drain installed beneath path between collector bowl and extended ditch. • Quantity of spoil, loose rock and rotted timber removed from cutting. • Path surface raised with recovered ballast and top dressed with planings. <p>Action closed.</p>	
9.6.2	<p>Ref 9.10.2: PB reported that he placed an order for planings and received the delivery at Dava. Action closed.</p>	
9.6.3	<p>Ref 9.10.3: RR reported that he and MC installed three pipe culverts at appropriate points along the Dunphail Diversion to prevent water flowing over the path. Action closed.</p>	
9.7	<p>Signage</p>	
9.7.1	<p>Ref 9.8.4: Actions held over. NS will contact Dave Brown to retrieve the finger, from the post at Dallas Dhu, which he removed for safe keeping. Greg McAulay is looking into sourcing wood suitable for manufacturing a replacement post and fingers. PM will monitor progress.</p>	NS PM
9.7.2	<p>Ref 9.8.5: PM reported that he has installed a motor vehicle prohibition sign on the Dava Way finger post beside the trackbed north of Dava, adjacent to Mr Coutes' property. Action closed.</p>	
9.8	<p>Tooling and Equipment</p>	
9.8.1	<p>Ref 9.9.1: TT proposed that, as no suitable option at nil or low cost to the DWA has been identified, the search for centralised storage for tools and equipment should be set aside for now. Agreed unanimously. Action closed.</p>	
9.8.2	<p>Ref 9.9.2: PB reported that he has sought the advice of Grant Speed, Lands and Parks Officer, and David Henney, Health and Safety Adviser, at Moray Council, about equipment, training and PPE for chipper operation. They signposted him to Bryce Elgin of Ringlink Services Ltd, who offered a woodchipper training course at £660 for up to six trainees. PB proposed that booking the training course should be left until the chipper has been purchased; lead time for training is four to eight weeks. Agreed unanimously. Action closed.</p>	

9.8.3	PB reported that Doug Taylor of Moray Training has offered to provide Emergency First Aid at Work refresher training to the DWA at £50 each for up to twelve trainees. The trainer will provide all the materials and equipment but the DWA would need to provide a suitable venue. PB suggested that Edinkillie Village Hall would be a suitable venue.	
9.8.4	Ref 9.9.2: From NS's notes; RR reported that NS approached Timberwolf for advice on a suitable chipper for the needs of the DWA. They have suggested a chipper costing £3,420 [assume TW 13/75G]. NS noted that the TW 18/100G E/S costs over £8,000. Action closed. NS has submitted a bid to the Berry Burn Community Fund for £3,420. A decision on the bid is expected 23/10/17. NS will monitor progress.	NS
9.8.5	Ref 9.9.3: PM reported that he has purchased the ramps and propstands for the tipping trailer at a cost of £474. The propstands have been installed and a test load carried out using a ride-on mower. Action closed.	
9.8.6	Ref 9.9.4: PM reported that he has recovered the DWA trailer for storage at his house. Action closed.	
9.8.7	Ref 9.9.4: PM reported that he has installed suitable tie-down points to in the DWA trailer. Action closed.	
9.8.8	Ref 9.9.5: PB reported that the DR strimmer and rough cutter have been delivered to MacGregor Forest and Groundcare for maintenance. Action closed.	
9.8.9	PB reported that the cost for replacing the drive cable and a full service for the DR strimmer is estimated at £150. The rough cutter blade spindle may need to be replaced as the bearings are showing signs of wear. A new hinged front blade cover is also required and the total cost, including a full service, is estimated at between £500 and £600. PB proposed that the outlay be approved and that the maintenance should go ahead. Agreed unanimously. PB will monitor progress.	PB
9.8.10	Ref 9.9.6: DH reported that the sponsor agreed to donate hi-vis vests to the DWA and an order has been placed. A mock-up of the vest design was previously circulated to the DWA trustees by email and the final design agreed. Action closed. DH will monitor the progress of the order.	DH
9.8.11	Ref 9.9.6: As the sponsor has agreed to purchase the hi-vis vests, there is no need for MC to submit a windfarm fund bid. Action closed.	
9.9	Priorities for Next Work Party and Mini Work Parties	
9.9.1	PM proposed that the work party scheduled for Saturday 14/10/17 should Focus on the following tasks: <ul style="list-style-type: none"> • Progress path surface improvements in the Huntly's Cave Cutting; raise path surface with ballast and top dress with planings. • Cut back undergrowth either side of the embankment south of the Dragoon Crossing. • Level and compact areas of the embankment south of the Dragoon Crossing where ballast has been recovered, then top dress with planings. PM stated that he would not be available for the 14/10/17 work party; PM will process the request for volunteers, but TT will coordinate events on the day.	PM & TT
9.9.2	(No mini work parties planned)	

<p>10</p> <p>10.1</p> <p>10.1.1</p> <p>10.1.2</p> <p>10.2</p> <p>10.3</p> <p>10.4</p> <p>10.4.1</p>	<p><u>Health and Safety</u></p> <p>Review of DWA Health and Safety Management System</p> <p>Ref 10.1.1: TT reported that he has contacted three Health and Safety consultancies, one in Lossiemouth and two by Inverness. Action closed. As each consultancy has offered a range of services, the next stage is to decide on a common package of work for which each consultancy will submit a quote. TT will put together proposals for the services required by the DWA and present them for discussion at the next DWA BoT meeting.</p> <p>Ref 10.1.2: Action held over. PM will contact a recently retired Health and Safety professional he knows, to see if he would be willing to complete the DWA Health and Safety review.</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>Ref 10.4.1: Action held over. 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.</p>	<p>TT</p> <p>PM</p> <p>PM & PB</p>
<p>11</p> <p>11.1</p> <p>11.1.1</p> <p>11.2</p> <p>11.2.1</p> <p>11.3</p> <p>11.3.1</p> <p>11.3.2</p> <p>11.3.3</p> <p>11.3.4</p>	<p><u>Dava Way Publicity</u></p> <p>Local, Regional and National Publications</p> <p>Ref 11.1.2: Action held over. MC stated that he will be submitting an article for the next edition of the Forres Focus.</p> <p>DW Facebook Group</p> <p>PM reported that the DW Facebook Group has gained a further eight new members. The group membership now stands at 166.</p> <p>DW Website</p> <p>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.</p> <p>Ref 11.3.2: From NS's notes; RR reported that NS has contacted Canary Dwarf and the Android version of the app has been removed from the Google Play website until its future is decided. Action closed.</p> <p>Ref 11.3.3: Action held over. NS will contact The Bike Bothy in Forres to ascertain if they intend to hire bikes. If this is the case the DWA should consider advertising this fact on the DW website.</p> <p>PM proposed that the events webpage of the DW website should be updated with a report on the 2017 Ghost Train Walk. Agreed unanimously. DH will liaise with MC to author the report text and then forward this to PM. PM will pass the text and suitable images to David Binney for upload to the DW website.</p>	<p>MC</p> <p>NS</p> <p>NS</p> <p>DH, MC & PM</p>
<p>12</p> <p>12.1</p> <p>12.1.1</p>	<p><u>Dava Way Events - Moray Walking and Outdoor Festival</u></p> <p>Moray Walking and Outdoor Festival (MWOFF) 2018</p> <p>PM asked what events the DWA would be providing for the MWOFF 2018. The following events were agreed:</p> <ul style="list-style-type: none"> • PM – Moray Way 5-Day Challenge. • RR – Navigation Course. • PB – Three Rivers Walk (2 days). 	

12.2	Ghost Train Walk (GTW) 2019	
12.2.1	Ref 12.2.5: Action held over. MC is to add arrangements for a competition to the project spreadsheet; 'best ghost' and 'best illuminated person' to help promote the GTW event.	MC
12.2.2	Ref 12.2.6: Action held over. MC is to add arrangements for theatricals to the project spreadsheet; white painted shapes of ghosts, ghost trains, etc illuminated by UV lights to provide an atmospheric backdrop at various locations along the GTW route.	MC
13	<u>Funding Opportunities</u>	
13.1	Ref 13.1: 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 13.2 and 13.3: PB proposed that, as the DWA already have a number of fully funded projects currently in progress, the pursuit of funding from Awards For All and Paths For All should be set aside for now. Agreed unanimously. Actions closed.	
13.3	Ref 13.4: PB drew attention to his comments at Item 9.8.2 above. When the chipper has been purchased, PB will apply for £1000 of funding from the Forestry Commission Scotland (FCS) FCS Community Fund to be used to fund volunteer training in chipper operation and first aid refresher courses. Action closed.	
13.4	NT proposed that someone from the DWA should attend the Low Carbon Travel and Transport Fund information day, to be held at the SNH headquarters in Inverness on 21/09/17. Agreed unanimously. NT will attend the information day.	NT
14	<u>A96 Forres Bypass</u> PM referred to a communique from the Forres Area A96 Dualling Action Group (FAADAG) asking for the official view of the DWA on the impact to the DW of implementing either of the red routes proposed by Transport Scotland. PB pointed out that if either red route is implemented the 30,000 a year footfall along that stretch of the DW should result in a bridge or underpass at the point where the DW and bypass converge. RR proposed that, as is the case with windfarm development, the stance of the DWA should be neutral. Agreed unanimously. PM will report this decision back to FAADAG.	PM
15	<u>DWA Annual Members Meeting</u>	
15.1	PM reported that the DWA Annual Members Meeting (AMM) is scheduled to take place on 07/11/17.	
15.1.1	Venue: PM proposed that the venue should be the Forres Tennis Club. Agreed unanimously. PB will book the venue.	PB
15.1.2	Notice to Members: PM noted that, according to the DWA Constitution , the notice is to be sent out to members no less than 14 days in advance of the meeting. PM will send out the notice nearer the date and include an invitation to DW volunteers to become DWA members. PM will also publicise the meeting via the DWA Facebook group and DW website.	PM
15.1.3	Agenda: PM has an AMM Agenda template and will review its content in preparation for the meeting.	PM
15.1.4	Annual Accounts: PB stated that he will make arrangements with the DWA accountant for production of the statement of annual accounts.	PB
15.1.5	Chair's Report: PB noted that NS will need to prepare the chair's report.	NS

16	<u>AOCB</u>	
16.1	DH reported that he may have a plumbing contractor willing to sponsor some equipment for the DWA. DH suggested that a set of drain rods may be appropriate. PB noted that drain rods available through retail sources are not really tough enough for use on the DW and suggested that DH ask the contractor if he could suggest/supply some industrial drain rods. DH will take this request back to the prospective sponsor.	DH
16.2	PB asked for further information about an email received from the DWA website domain provider, offering use of a new domain name davaway.uk free for two years. TT explained the situation. It was unanimously agreed that the offer should be accepted and the free domain name added to the DWA account, but that the domain name should be removed from the account when the free period ends in 2 years' time.	
17	Date of the Next Meeting: 19:00 Tuesday 10/10/2017 at The Hub.	

Meeting Closed: 21:20

(File Copy Signed)

Robbie Roberts
Vice Chairman
Dava Way Association