

4.15	Ref 9.9.1: (see Item 9.9.1 below)	PM
4.16	Ref 10.1.1: (see Item 10.1.1 below)	
4.17	Ref 10.1.2: (see Item 10.1.4 below)	
4.18	Ref 10.4.1: (see Item 10.4.1 below)	
4.19	Ref 11.1.1: (see Item 11.1.1 below)	
4.20	Ref 11.3.1: (see Item 11.3.1 below)	
4.21	Ref 11.3.3: (see Item 11.3.2 below)	
4.22	Ref 11.3.4: (see Item 11.3.3 below)	
4.23	Ref 12.2.1: (see Item 12.1.1 below)	
4.24	Ref 12.2.2: (see Item 12.1.2 below)	
4.25	Ref 13.1: (see Items 13.1 and 13.2 below)	
4.26	Ref 13.4: (see Item 13.4 below)	
4.27	Ref 14: Action held over. PM will contact the Forres Area A96 Dualling Action Group (FAADAG) to report that the official view of the Dava Way Association (DWA) on the impact to the DW of implementing either of the red routes proposed by Transport Scotland is neutral.	
4.28	Ref 15.1.1: (see Item 14.1 below)	
4.29	Ref 15.1.2: (see Item 14.2 below)	
4.30	Ref 15.1.3: (see Item 14.3 below)	
4.31	Ref 15.1.4: (see Item 14.4 below)	
4.32	Ref 15.1.5: (see Item 14.5 below)	
4.33	Ref 16.1: (see Item 9.8.4 below)	
5	<u>Treasurer's Report</u>	NS
5.1	PB reported that a balance of £20,243.26 is in the Dava Way Association (DWA) account.	
5.2	Significant Income: £ Nil	
5.3	Significant Expenditure: £ 225.68 to MacGregors; payment for maintenance of DR strimmer.	
5.4	Upcoming Expenditure: £ MacGregors; maintenance of rough cutter. £ 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.	
5.5	PB proposed that the DWA make a donation of approximately £120 to Forres Groups Action ; The Hub provides the DWA registered office address and a location to hold DWA BoT meetings. Agreed unanimously. NS will contact Forres Groups Action and offer a donation.	
6	<u>Correspondences</u>	MC
6.1	To the Secretary	
6.1.1	Email from Lisa Barnard (04/10/17) PM reported that he received an email from Lisa Barnard of the Outdoor Access Trust for Scotland (OATS) inviting DWA representation at the OATS Annual Public Meeting, to be held 01/11/17 in Perth. MC offered to represent the DWA at this meeting.	

<p>6.2 6.2.1 6.2.2 6.2.3 6.2.4</p>	<p>Other Correspondence</p> <p>Donation from cyclist John Trump NS reported that he received a letter from John Trump, who wrote to say how much he enjoyed his cycle along the DW. A donation of £10 to the DWA was enclosed.</p> <p>Letter from Mrs Masson NS reported that he received a letter from a Mrs Masson relating details of her family connection to the Highland Railway; her mother was born in one of the houses that used to exist close to the Dava summit sign and her grandfather was a surfaceman on the line. NT will write Mrs Masson to ask for further details of her family history relating to the railway.</p> <p>Demolition of Forres Railway Station NS reported that elements of the old Forres Railway Station have already been removed and the station building will have been completely demolished by 19/10/17. This project is part of the Aberdeen-Inverness Rail Improvements Phase 1 project.</p> <p>Army Exercise Disruption NS reported the concerns expressed by residents alongside the DW route regarding the large number of British Army soldiers who transited through their isolated settlement on the DW during a recent military exercise. Following a short discussion, it was decided that an official approach should be made by the DWA to the appropriate representative at Kinloss Barracks. NS will write to request a meeting with the CO for him and RR.</p>	<p>NT</p> <p>NS & RR</p>
<p>7 7.1</p>	<p><u>Feedback</u></p> <p>Footfall Counters</p> <p>PM reported the following: Dunphail – 21/06/17 to 30/09/17 1,665 (8738 – 7073) (555 p/mth) Lochenoun – 13/11/15 to 30/09/17 5,979 (6045 – 66) (250 p/mth) Lynmore (not read) RR reported the following readings: Dallas Dhu – 15/03/15 to 06/10/17 61,998 walkers 7,437 cyclists – 10/16 to 10/17 24,273 walkers (2,000 p/mth) 2,817 cyclists (235 p/mth)</p>	
<p>8 8.1</p>	<p><u>Dava Way Merchandise</u></p> <p>Sales and Stock</p> <p>Companions (NT) 481 Companions (PM) 94 Companions (NS) 95 Badges (PM) 33</p>	

9	<u>Dava Way Path Works</u>	
9.1	<p>Muir of Logie Fencing Project</p> <p>Ref 9.1: PM reported that he and MC met Mike from M & J Fencing (MJF) on-site to confirm the area to be fenced. Action closed.</p> <p>Mike expressed concern that the job could not be completed within the price quoted, but agreed that it would be possible if the DWA removed the old railway fencing and cleared the fence line of gorse/broom. Having gained approval from the other DWA Trustees, MC confirmed with MJF that the DWA would undertake to clear the fence line by the end of October. MC, PM and RR will clear a sample section of the fence line on the afternoon of 12/10/17 in order to estimate the time/manpower required to complete the task.</p>	MC, PM & RR
9.2	Landslip Removal and Ditching Works Projects	
9.2.1	Ref 9.2: PM reported that he contacted contractor Grant Nicolson (GN) to confirm that he had all the information he required. Action closed.	
9.2.2	<p>MC reported GN has completed the following work:</p> <ul style="list-style-type: none"> • Bantrach Cutting <ul style="list-style-type: none"> ○ Cleared interceptor ditch above bank at south end of cutting. ○ Cleared ditches on both sides of track bed. ○ Repaired sections of track bed where there has been severe scouring damage. • Balvlair <ul style="list-style-type: none"> ○ Cleared major ditch running between Balvlair Crossing and Jane's Hillock. • Landslips <ul style="list-style-type: none"> ○ Cleared landslip in cutting by Cairn Eney. 	
9.2.3	<p>The following work still needs to be completed, as far as possible:</p> <ul style="list-style-type: none"> • Landslips <ul style="list-style-type: none"> ○ Clear landslip in cutting south of Longley Crossing. ○ Clear landslip in cutting south of Peathillock Bridge. • Heatherbells <ul style="list-style-type: none"> ○ Clear major ditch running parallel to track bed then across the Dava Moor to Allt na Ceàrdaich burn. ○ Clear wood lined ditches each side of track bed; south from where currently cleared. <p>MC noted that GN was awaiting approval from the Seafield Estate before proceeding with the Heatherbells works; this has now been given. The clearance of the major ditch will be the priority. MC will monitor progress.</p>	MC
9.3	Squirrel Neuk Ramp Project	
9.3.1	Ref 9.3.3: Action held over. MC reported that he is still to confirm with Ed Dunbar of Altyre Estate the arrangements for felling and extracting the larger trees on the site.	
9.3.2	Ref 9.3.4: MC reported that Murray Swapp of the Outdoor Access Trust for Scotland has provided a list of suitable contractors. Action closed. MC will send an Invitation To Tender (ITT) to each contractor.	MC
9.4	Lynmore Diversion Water Pooling	
	Ref 9.4: Action held over. Murray Swapp will contact the contractor to arrange for them to resolve the problem. MC will monitor progress.	MC
9.5	Unplanned Work Since Last Meeting	
	NS reported that he has repainted one of the two benches at the Dunphail Breathing Place.	

9.6	Planned Work Since Last Meeting (Nothing to report)	
9.7	Signage	
9.7.1	Ref 9.7.1: Action held over. NS will contact Dave Brown to retrieve the finger, from the post at Dallas Dhu, which he removed for safe keeping.	NS
9.7.2	Ref 9.7.1: Action held over. Greg McAulay is looking into sourcing wood suitable for manufacturing a replacement post and fingers. PM will monitor progress.	PM
9.8	Tooling and Equipment	
9.8.1	Ref 9.8.4: Action held over. NS confirmed the Timberwolf advice that their TW 13/75G model would be suitable for the needs of the DWA. A decision on the bid to the Berry Burn Community Fund for £3,420 is expected 23/10/17. NS will monitor progress.	NS
9.8.2	Ref 9.8.9: PB reported that the DR strimmer maintenance has been completed and he has collected the machine. Action closed. MacGregor Forest and Groundcare are awaiting the delivery of some spare parts for the rough cutter and will complete the maintenance once they receive them. PB will monitor progress.	PB
9.8.3	Ref 9.8.10: Action held over. DH will monitor hi-vis vest order progress.	DH
9.8.4	Ref 16.1: Action held over. DH will ask if the prospective sponsor could suggest/supply some industrial drain rods.	DH
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"> • Clear the fence line of gorse/broom and old fencing at Muir of Logie in preparation for the installation of new fencing. • Fill the hole in the path surface just south of the Drumine Crossing. • Remove the debris partially blocking flow through the culvert adjacent to Jane's Hillock. PM stated that he would not be available for the 14/10/17 work party; PM will process the request for volunteers, but MC will coordinate events on the day.	PM & MC
10	Health and Safety	
10.1	Review of DWA Health and Safety Management System	
10.1.1	Ref 10.1.1: TT distributed a draft document proposing a list of Health and Safety (H&S) services required by the DWA. Action closed.	
10.1.2	TT reported that those present should agree a common package of work against which each consultant will submit a quote. On reading the draft document, concern was expressed at the potential cost of having a consultant carry out the work, particularly as some of the improvement projects currently in progress are likely to cost more than originally estimated. DH stated that he holds a NEBOSH National General Certificate in Occupational Health and Safety and proposed that he should take on the task of reviewing the DWA H&S Management System. Agreed Unanimously. DH will liaise with TT and progress the review.	DH & TT
10.1.3	TT will inform the H&S consultants that the DWA will not require their services.	TT
10.1.4	Ref 10.1.2: PM no longer needs to contact the recently retired Health and Safety professional he knows, to see if he would be willing to complete the DWA Health and Safety review. Action closed.	

10.2	First Aid Kits	
10.2.1	The three DW first aid kits are held by PB, PM and TT. The completeness and serviceability of each kit was confirmed.	
10.2.2	MC proposed that he should carry out an inspection of each first aid kit to check for any items that may require replacement. Agreed unanimously. MC will call in each first aid kit for inspection.	MC
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 10.4.1: 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.	PM & PB
11	<u>Dava Way Publicity</u>	
11.1	Local, Regional and National Publications	
11.1.1	Ref 11.1.1: Action held over. MC stated that he will be submitting an article for the next edition of the Forres Focus.	MC
11.2	DW Facebook Group	
11.2.1	(Nothing to report)	
11.3	DW Website	
11.3.1	Ref 11.3.1: NS reported that David Binney is fully employed with a rewrite of the Moray Walking and Outdoor Festival website and will not be able to look at converting the DW app material into PDFs. Action closed. TT stated that he has access to software for the production of Story Maps and, though not currently usable offline, proposed that he should attempt to adapt one of the templates to behave like the DW app. Agreed unanimously. NT will provide TT with the appropriate text and images. TT will produce a suitable Story Map.	NT & TT
11.3.2	Ref 11.3.3: NS reported that he has contacted The Bike Bothy in Forres and confirmed that they do intend to hire bikes. Action closed. NS proposed that the DWA should advertise the availability of rental bikes on the DW website. Agreed unanimously. PM will ask David Binney to add an appropriate link from the DW website.	PM
11.3.3	Ref 11.3.4: Action held over. DH will liaise with MC to author the 2017 Ghost Train Walk report text and forward this to PM. PM will pass the text and suitable images to David Binney for upload to the DW website.	DH, MC & PM
12	<u>Dava Way Events - Moray Walking and Outdoor Festival</u>	
12.1	Ghost Train Walk (GTW) 2019	
12.1.1	Ref 12.2.1: MC reported that he has added arrangements for a competition to the GTW project spreadsheet. Action closed.	
12.1.2	Ref 12.2.2: MC reported that he has added arrangements for theatricals to the GTW project spreadsheet. Action closed.	
13	<u>Funding Opportunities</u>	
13.1	Ref 13.1: NS reported that he has enquired about the Co-op Local Community Fund scheme at the local store. The scheme is closed to new entries until January 2018. Action closed.	
13.2	Ref 13.1: NS reported that he has enquired about the Tesco Bags Of Help scheme at the local store. The store is keen to support funding bids from local groups for between £1,000 and £4,000. NS will identify a suitable project costing around £4,000 and submit a funding bid.	NS

13.3	NS reported that the local Tesco store is keen for their staff to get involved in events in support of local organisations; a mini work party in March/April would be suitable.	
13.4	Ref 13.4: NT reported that he attended the Low Carbon Travel and Transport Fund information day, held at the SNH headquarters in Inverness on 21/09/17. The program is really aimed at Local Authorities, to encourage them to establish hubs where low carbon transport routes converge. Action closed.	
13.5	NT reported that Money for Moray has £55,000 for Participatory Budgeting; an initiative which lets the wider community decide which community group projects will help boost the local economy of Moray. Funding bids of up to £4000 are being accepted. RR proposed that providing a section of dry path surface towards the Forres end of the DW would get community support. Agreed unanimously. NT will submit a bid for £4,000 before the closing date of 03/11/17.	NT
14	<u>DWA Annual Members Meeting</u>	
14.1	Ref 15.1.1: PB reported that Forres Tennis Club has been booked as the venue; access from 19:00 for a 19:30 start. Action closed.	
14.2	Ref 15.1.2: PM reported that he has sent out the notice to members and included an invitation to DW volunteers to become DWA members. He has also publicised the meeting via the DWA Facebook group and DW website. Action closed.	
14.3	Ref 15.1.3: PM reported that he has produced the AMM Agenda. Action closed.	
14.4	Ref 15.1.4: PB circulated a copy of the pre-audited statement of annual accounts. Those present considered the report and unanimously agreed that it should be forwarded to the DWA accountant for audit.	
14.5	Ref 15.1.5: Action held over. NS reported that preparation of the chair's report is in progress.	NS
14.6	MC will purchase the food and drink for the event.	MC
15	<u>AOCB</u>	
15.1	RR proposed that the DWA purchase some robust hand trowels. Agreed unanimously. RR will purchase the trowels and pass the receipt to PB for reimbursement.	RR & PB
15.2	NS proposed that the DWA Annual Dinner should be held mid-January 2018. Agreed unanimously. NS will research available venues and report back at the next meeting.	NS
16	Date of the Next Meeting: 19:00 Tuesday 14/11/2017 at The Hub.	

Meeting Closed: 21:20



Neil Sinclair,
Chairman, Dava Way Association