

4.5	Ref 4.7:	the BBC Breathing Space at Dunphail when he goes there to paint the second picnic bench. Action held over. TT will submit the verified route of the DW to Ordnance Survey (OS) for update, on completion of the Moray Core Paths Plan 2018 review.	NS TT
4.6	Ref 4.9:	RR reported that the Moray Core Paths Plan 2018 review would probably be completed by the end of 2018. Action held over. MC reported that he has written the estate to propose some options for improving access at the Dragoon Crossing. He awaits their response.	MC
4.7	Ref 6.1.1:	MC reported that he has forwarded to PM the email from the Forres Green Spaces User Group announcing that the Slack messaging service should be used to manage collaboration between members of the various community groups involved. Action closed.	
4.8	Ref 6.1.2:	MC reported that he forwarded the email to PM from the Dava School House requesting that their accommodation and facilities be advertised on the DWA website. PM has arranged for a suitable entry to be inserted into the accommodation page of the website. Action closed.	
4.9	Ref 6.1.3:	Action held over. MC will provide Andrew Wallace with the necessary details for making a donation to the DWA and arrange for a DW route badge to be supplied.	MC
4.10	Ref 7.1.2:	MC reported that he has compiled a spreadsheet to record counter readings and has stored it in the DWA Dropbox. Action closed.	
4.11	Ref 9.2:	(see Item 9.1.2 below)	
4.12	Ref 9.3.2:	(see Item 9.2 below)	
4.13	Ref 9.4:	RR reported that he has passed on the thanks of the DWA to the 1 st Forres Scout Group for their sterling work on the Dallas Dhu to Rafford Bridge section. Action closed. RR reported that the scout group will carry out another litter pick and vegetation cutback during September.	
4.14	Ref 9.6.1:	(see Item 9.5.1 below)	
4.15	Ref 9.6.2:	(see Item 9.5.2 below)	
4.16	Ref 9.6.3:	(see Item 9.5.3 below)	
4.17	Ref 9.6.4:	(see Item 9.5.4 below)	
4.18	Ref 9.6.5:	(see Item 9.5.5 below)	
4.19	Ref 9.6.6:	(see Item 9.5.6 below)	
4.20	Ref 9.6.8:	(see Item 9.5.9 below)	
4.21	Ref 9.7.3:	(see Item 9.6.1 below)	
4.22	Ref 9.7.4:	(see Item 9.6.2 below)	
4.23	Ref 9.7.5:	(see Item 9.6.3 below)	
4.24	Ref 9.8.1:	(see Item 9.4.2 below)	
4.25	Ref 9.8.2:	(see Item 9.4.3 below)	
4.26	Ref 9.8.3:	(see Item 9.4.1 below)	
4.27	Ref 10.1:	(see Item 10.1 below)	
4.28	Ref 10.4:	(see Item 10.4.1 below)	
4.29	Ref 11.3:	(see Item 11.3 below)	
4.30	Ref 11.4:	(see Item 11.4 below)	
4.31	Ref 13.1:	(see Item 13.1 below)	
4.32	Ref 13.2:	(see Item 13.2 below)	
4.33	Ref 13.3.3:	(see Item 13.3.1 below)	

<p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p><u>Treasurer's Report</u></p> <p>PB reported that a balance of £10,558.44 is in the DWA account.</p> <p>Significant Income:</p> <p>£ 458.50 from Moray Walking and Outdoor Festival (MWOFF).</p> <p>£ 120.00 from donations to the DWA.</p> <p>Significant Expenditure:</p> <p>£ 177.65 to North West Grampian Long-Distance Walking Assoc; share of income from MWOFF.</p> <p>Anticipated Expenditure (from DWA funds): (Nothing to report)</p> <p>Anticipated Expenditure (covered by external funding): (Nothing to report)</p>	
<p>6</p> <p>6.1</p> <p>6.1.1</p> <p>6.1.2</p> <p>6.1.3</p> <p>6.2</p> <p>6.2.1</p>	<p><u>Correspondences</u></p> <p>To the Secretary</p> <p>Dramathon 2018</p> <p>MC reported that he received an email from the Dramathon organisers enquiring if members of the DWA would be interested in volunteering as marshalls for the event 20/10/18. After consulting diaries it was noted that due to prior commitments no members would be available on this occasion. MC will reply to the Dramathon organisers with this information.</p> <p>A96 Dualling</p> <p>MC reported that he received an email from Transport Scotland, inviting comment on a recent design update that reduced the possible routes for bypassing Forres to two, one north and one south of the town. PB noted that the DW would be carried over the proposed southern route by a footbridge approached via substantial earthworks. After some discussion it was decided that the DWA should express their support for the northern route, and register an objection to the southern route as it would significantly impact the rural character of the DW route south of Dallas Dhu. MC will reply to the Transport Scotland email.</p> <p>Tree Preservation Order for Dallas Dhu Area</p> <p>MC reported that he has received a Notice of Tree Preservation Order (TPO) from Moray Council for the Dallas Dhu area. PB noted that the order impacts the ability of the DWA to lop growth obstructing the DW between Mannachie Avenue and the Dallas Dhu Distillery. MC will copy the TPO to the DWA Trustees for comment, then collate and submit those comments to Moray Council.</p> <p>Other Correspondence</p> <p>Livestock Incident at Muir Of Logie</p> <p>PM reported that a DW walker posted details on the DWA Facebook group about an incident involving a young cow at the Muir Of Logie crossing point. The walker reported that the cow accessed the DW from an adjacent field north of the Peathillock Cutting via a poorly maintained field gate or fencing. The walker made several attempts to pass the cow, each ending up with the cow bolting and moving further north up the DW. Eventually the cow reached the four gate system at the Muir Of Logie crossing point and, finding itself enclosed, it charged the walker who managed to jump to one side. The cow then bolted over the adjacent post and rail fence, damaging the post and rail fence as it did so.</p> <p>MC has reported the incident to Logie Estates and they have asked the farmer to repair his field gate and adjacent fencing. PM has also spoken to the farmer and stressed the seriousness of this incident.</p>	<p>MC</p> <p>MC</p> <p>All & MC</p>

6.2.2	<p>Dragoon Vandalism</p> <p>PM reported that he received an email from a DW walker reporting that the Dragoon sculpture had been vandalised for a second time. NS has removed the sculpture and carried out repairs. There was some discussion as to whether the Dragoon sculpture should be moved to a less prominent/accessible location. MC will add this topic as an agenda item for discussion at the next meeting as NS should be present.</p>	MC
6.2.3	<p>Rafford Community Café and Shop</p> <p>PM reported that he received an invitation from the Rafford Community Café and Shop organisers to provide a display about the DWA at their event 18/08/18. NT provided the display boards and promoted the work of the DWA.</p>	
6.2.4	<p>Findhorn Women's Institute</p> <p>PB reported that he received a request from the Findhorn Women's Institute for a talk 07/03/19 on the work of the DWA. NT volunteered to give the talk. PB will pass the details to NT.</p>	PB & NT
6.2.5	<p>Chipper Training Certificates</p> <p>PB reported that he has received the LANTRA training certificates from Ringlink Services Ltd for the chipper trainees. PB will pass the certificates to PM. PM will scan a copy of each certificate to the DWA DropBox for reference then distribute the certificates to the trainees.</p>	PB & PM
6.2.6	<p>Moray Core Paths Review</p> <p>TT reported the following responses to comments he submitted to the Moray Core Paths Review on behalf of the DWA:</p> <ol style="list-style-type: none"> The Mannachie Avenue to Tolbooth section of the DW will become a registered core path as an extension to the existing designation DA01. The proposal to redesignate existing core paths between Findhorn and the Tolbooth, to promote the route of the Moray Coastal Trail as part of the Moray Way circular route, was rejected. The promotion of active travel using the network of paths local to Forres was given a higher priority. The proposal to link the southern end of the DW to the Speyside Way via a core path was passed to the Cairngorms National Park Authority (CNPA) for their consideration as the location lies outside Moray. 	
7	<p>Feedback</p> <p>7.1 Footfall Counters</p> <p>7.1.1 PM reported the following readings:</p> <p>Dunphail – 21/06/17 to 02/09/18 4,143 (11,216 – 7073)</p> <p>Lochenoun – 13/11/15 to 02/09/18 8,656 (8,722 – 66)</p> <p>Lynmore (not read)</p> <p>RR reported the following readings:</p> <p>Dallas Dhu – 15/03/15 to 29/08/18 80,944 walkers 10,203 cyclists</p> <p>Dallas Dhu users for year – Aug '17 to Aug '18: 21,223 walkers 2,766 cyclists</p> <p>7.2 Other; email, Facebook, etc. DH reported that the DWA Facebook group now has 236 members.</p>	

<p>8 8.1</p>	<p><u>Dava Way Merchandise</u> Sales and Stock</p> <table border="0"> <tr> <td>Companions (PM)</td> <td>93</td> <td>Companions (NT)</td> <td>412</td> </tr> <tr> <td>Companions (NS)</td> <td>91</td> <td></td> <td></td> </tr> <tr> <td>Badges (PM)</td> <td>33</td> <td></td> <td></td> </tr> </table>	Companions (PM)	93	Companions (NT)	412	Companions (NS)	91			Badges (PM)	33			
Companions (PM)	93	Companions (NT)	412											
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<p>9 9.1 9.1.1 9.1.2 9.1.3 9.1.4 9.2 9.3 9.3.1 9.3.2 9.3.3 9.4 9.4.1 9.4.2</p>	<p><u>Dava Way Path Works</u> Squirrel Neuk Ramp Project (SNH)</p> <p>MC reported that on 08/08/18 he gave Fiona Cuninghame of SNH a guided tour of the DW from Forres to Grantown-On-Spey. Overall, she was very impressed by the DW and showed a particular interest in the proposed improvements for equestrian route users.</p> <p>Ref 9.2: MC reported that he has obtained an updated quote from the contractor Scott McDonald and has confirmed that funding is available from Scottish Natural Heritage (SNH). Action closed.</p> <p>MC has the agreement of Ed Dunbar of Altyre Estate that a borrow pit in woods close to the site may be used for construction material. The possibility of carrying out the works during the shooting season has also been discussed.</p> <p>MC proposed that the DWA should proceed with the project. Agreed unanimously. MC will:</p> <ul style="list-style-type: none"> • Confirm that funding is still available from SNH, subject to a £1,000 contribution from DWA funds. • Confirm the start and end date of works with the contractor. • Confirm that Altyre Estates are happy for works to be carried out during the shooting season between these dates. • Submit a bid for funding to SNH, formalise the contract with the contractor, inform Altyre Estate that the works will be proceeding on the agreed dates and act as project manager. <p>Auchearn Cutting Improvement Project (Money For Moray/Sustrans)</p> <p>Ref 9.3.2: PM will purchase 2 tonnes of quarry dust to trial further improvement to the path surface in the Auchearn Cutting at a suitable future work party. Action closed.</p> <p>Unplanned Work Since Last Meeting</p> <p>PM reported that he and Greg McAulay removed some trees from the Auchearn Cutting that had the potential to damage the drainage system.</p> <p>PM reported that NS removed the Dragoon sculpture to carry out repairs; see Item 6.2.2 above.</p> <p>RR reported that he carried out vegetation cutback and weeding at the Dallas Dhu ramp and steps.</p> <p>Planned Work Since Last Meeting</p> <p>Ref 9.8.3: TT reported that he carried out a cycle survey of the DW from Dava south on 07/07/18 to ascertain the scale of vegetation cutback and grass cutting works required and assign priorities. Action closed.</p> <p>Ref 9.8.1: PM reported on the tasks completed during recent work parties. Action closed.</p> <p>Work Party 14/07/2018 at various locations.</p> <ul style="list-style-type: none"> • Replaced broken rails and fence post on fencing at the Muir Of Logie Crossing. (See Item 6.2.1 above) • Braced clatter post at boundary gate between Dragoon Crossing and Huntly's Cave Cutting. 	<p>MC</p>												

<p>9.4.3</p> <p>9.5</p> <p>9.5.1</p> <p>9.5.2</p> <p>9.5.3</p> <p>9.5.4</p> <p>9.5.5</p> <p>9.5.6</p> <p>9.5.7</p> <p>9.5.8</p>	<ul style="list-style-type: none"> • Vegetation cleared from Glaschoil access track. • Grass cut between Glaschoil access track and Dava Summit. • Vegetation cutback progressed on embankment south of Dragoon Crossing. <p>Work Party 18/08/2018 at Lynmacgregor.</p> <ul style="list-style-type: none"> • Grass cut between Lady Catherine's Halt and Dulicht Bridge. • Vegetation cutback progressed on Lynmacgregor embankment. <p>Ref 9.8.2: PB reported on the tasks completed during recent vegetation mini work parties. Action closed.</p> <p>Mini Work Party 18/07/18.</p> <ul style="list-style-type: none"> • Grass cut between Peathillock and Longley. • Vegetation cutback progressed on the Dallas Dhu embankment. <p>Signage</p> <p>Ref 9.6.1: Action held over. PM will monitor Greg McAulay's progress manufacturing a replacement post and fingers for the Dallas Dhu fingerpost.</p> <p>PM reported that the manufacture of the replacement post and fingers has been progressed, but the unit is not quite ready for installation.</p> <p>Ref 9.6.2: Action for NS to consider funding options for replacing the Moray Way (MW)/DW information boards considered superfluous in light of the following development. Action closed.</p> <p>NT reported that Bill Budge commented on the poor state of the information boards in a recent email and has offered to discuss funding from The Budge Foundation for replacement boards, and a paint refresh for the 'Jess the dog' sculpture.</p> <p>Ref 9.6.3: NT reported that the information boards (78cm x 52cm) around Findhorn Bay were manufactured by a company based in Lancashire at a cost of £270 each. He has since found out that the same company has a workshop in Aberdeen too. Action closed.</p> <p>Ref 9.6.4: NT reported that the new printing shop on Forres High Street would have to produce the information boards in two halves due to the limitations of their printing machine. Action closed.</p> <p>Ref 9.6.5: Action held over. NS will contact the original printer and request the electronic files for the MW/DW information board content.</p> <p>Ref 9.6.6: Printing a new Huntly's Cave interpretation board will now be included in the information/interpretation board project. Action closed.</p> <p>RR proposed that the printing and installation of replacement information and interpretation boards should be managed as a standalone DWA project. Agreed unanimously.</p> <p>MC is to insert an item for the information/ interpretation board replacement project into the agenda of the next meeting. The topics to be discussed should include:</p> <ul style="list-style-type: none"> • Availability of the original content files in an editable electronic format. • Review of the content displayed on each board. • Size and quantity of information/ interpretation boards required. • Options for board installation; cost effectiveness of current wooden framing versus galvanised steel frame as utilised by Forres Community Woodlands Trust. • Choice of contractor(s) and costs involved. <p>NT volunteered to check the condition of all the waypoint and information boards along the DW route ready for the next meeting.</p>	<p>PM</p> <p>NS</p> <p>MC</p> <p>NT</p>
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9.5.9	Ref 9.6.8: PB reported that his brother-in-law has inspected the sign and will provide options for its refurbishment/repair. PB will monitor progress.	PB
9.6	Tooling and Equipment	
9.6.1	Ref 9.7.3: Action held over. PM will provide MC with the necessary counter download software and a suitable connecting cable.	PM
9.6.2	Ref 9.7.4: Action held over. PM will seek advice from the original supplier of the tipping trailer as to whether it is more cost effective to fully service the trailer or seek to replace it.	PM
9.6.3	Ref 9.7.5: MC reported that he has found a supplier for thick leather gauntlets at £15 a pair. Action closed. MC proposed that the DWA should purchase 6 pairs, sized large and extra-large. Agreed unanimously. MC will purchase the gauntlets.	MC
9.7	Priorities for Next Work Party and Mini Work Parties PM proposed that the next work party, scheduled for Saturday 15/09/18, should be used for the following tasks: <ul style="list-style-type: none"> • Cut grass between Lady Catherine's Halt and the north end of the Lynmore Diversion, raking/scraping accumulated natural off the path surface and removing/treating encroaching weed growth. • Continue vegetation cutback on the Lynmacgregor embankment. Agreed unanimously. PM will make the necessary arrangements.	PM
10	<u>Health and Safety</u>	
10.1	Review of DWA Health and Safety Management System Ref 10.1: Action held over. DH will complete the review of the DWA H&S Management System.	DH
10.2	First Aid Kits	
10.2.1	The DWA first aid kits are held by PB, PM and TT. The completeness and serviceability of each kit was confirmed.	
10.2.2	MC proposed adding antihistamine tablets and cream to each first aid kit, for the treatment of insect bites/stings (see Item 10.3.1 below). Agreed unanimously. MC will purchase the tablets and cream and distribute to the DWA first aid kit custodians for them to add to each kit.	MC, PB, PM & TT
10.3	Injury Reports and Incidents	
10.3.1	Wasp Stings PM reported that a DWA volunteer was stung multiple times when he disturbed a ground level wasp nest during vegetation cutback operations. The volunteer confirmed to the first aider that he was not allergic to wasp stings (possible anaphylaxis) but that he was experiencing discomfort and there was some localised swelling on his wrists, hands and face. He was checked for any remaining stingers and, following advice from NHS 24, he was provided with antihistamine tablets and cream from a local pharmacy. The volunteer recovered quickly with no lasting effects. A brief investigation concluded that the presence of a ground level nest is not apparent until the wasps appear, thus the hazard is to all intents and purposes unavoidable. Though uncomfortable, the medical risk to most volunteers is low, but the risk increases to high where the volunteer is highly allergic to wasp stings and may suffer anaphylaxis. Antihistamine tablets and cream are to be added to the DWA first aid kits for easy availability when working in more remote sections of the DW. The DWA volunteer application process should identify those persons that are at risk of anaphylaxis.	
10.3.2	Livestock Incident PM noted that the livestock incident at Muir Of Logie (see Item 6.2.1 above) highlights the potential hazard to DW users from free-roaming	

<p>10.4 10.4.1 10.4.2</p>	<p>livestock. This incident occurred due to a poorly maintained field gate and/or adjacent stockproof fencing. The DWA is not responsible for the maintenance of field gates or stockproof fencing running alongside the DW route. Such maintenance is the responsibility of the 'occupier' (e.g. farmer). The DWA will continue to work with the estate Factors and farmers by reporting damaged stockproof fencing and field gates.</p> <p>PPE for Scouts and Boys Brigade</p> <p>Ref 10.4: Action held over. NS will ascertain if the Grantown-On-Spey Scout Group is still willing to carry out litter picking and minor undergrowth cutback at the south end of the DW and, if so, arrange to distribute the gloves and pickers to them.</p> <p>RR proposed that the PPE at Item 10.4.1 above be redistributed if there has been no contact from the Grantown-On-Spey Scout Group by the end of 2018. Agreed unanimously.</p>	<p>NS</p>
<p>11 11.1 11.2 11.3 11.4</p>	<p><u>Dava Way Publicity</u></p> <p>Local, Regional and National Publications (Nothing to report)</p> <p>DW Facebook Group (Nothing to report)</p> <p>DW StoryMap App Ref 11.3: Action held over. TT will continue development of the DW StoryMap application.</p> <p>DW Website Ref 11.4: 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.</p>	<p>TT</p> <p>DH, MC & PM</p>
<p>12 12.1 12.2 12.3</p>	<p><u>DWA Events for MWOFF 2018</u></p> <p>Moray Way 5-Day Challenge PM reported that the Moray Way 5-Day Challenge (MW5) 2018 was a success, though numbers were down on the previous year. The event made £50 each for the DWA and Northwest Grampian Long Distance Walking Association. PM stated that the event will be held on alternate years from now on, the next being held in 2020.</p> <p>Three Rivers Walk PB reported that the Three Rivers Walk was not held this year due to personal reasons. PB stated his intention to also hold the event on alternate years, to allow more time to focus on the DW Ghost Train Walk.</p> <p>Navigation Course RR reported that he was not able to run a navigation course this year as he had prior commitments. RR stated his intent to run a course next year if possible.</p>	
<p>13 13.1 13.2</p>	<p><u>Funding Opportunities</u></p> <p>Tesco Bags Of Help DH is ready to submit a funding bid for £4,000 to the Tesco Bags Of Help scheme but a suitable project for the funding has yet to be identified. Ref 13.1: NS will contact Double A for advice on suitable equipment for the management of broom and gorse and obtain costings for such equipment.</p> <p>Berry Burn Community Fund Ref 13.2: Action held over. NS will submit photographs of the chipper in use to the Berry Burn Community Fund for their publicity.</p>	<p>NS</p> <p>NS</p>

13.3	FCS Community Fund	
13.3.1	Ref 13.3.3: PB reported that the Forestry Commission Scotland (FCS) Community Fund website has still not been updated for Fy 2018-2019. Action closed.	
13.3.2	PB proposed that he contact FCS directly to enquire about funding for the current financial year. Agreed unanimously. PB will contact FCS and enquire about funding for the current financial year.	PB
14	<u>DWA Annual Members Meeting 2018</u> Preparations for the DWA Annual Members Meeting (AMM) were discussed and actions agreed.	
14.1	PB reported that the Forres Tennis Club clubhouse has already been booked for 06/11/18 as the venue for the DWA AMM.	
14.2	MC will send out an invitation to DWA members, and volunteers, no less than 14 days before the event (see clause 33 of the DWA Constitution).	MC
14.3	NS will prepare the DWA Chair's Report on the activities of the DWA (see clause 29.1 of the DWA Constitution).	NS
14.4	PB will draft the DWA Trustees Annual Report (TAR) for review by the DWA accountant and the trustees, ready for submission to the Office of the Scottish Charity Regulator (OSCR).	PB
14.5	PB will prepare the DWA Treasurer's Report and produce copies of the DWA TAR for consideration by the DWA members (see clause 29.2 of the DWA Constitution).	PB
14.6	In the absence of MC, NS will purchase food and drink for the event. MC will provide NS with details of what is required.	MC & NS
14.7	NT will provide a presentation on the work of the DWA.	NT
15	<u>AOCB</u>	
15.1	RR requested that MC add an item to the agenda of the next meeting to discuss preparations for the Ghost Train Walk 2019 event.	MC
15.2	PM reported that the Visitor's Book in the Half-Way Hut is full. PM proposed that a new book be purchased for installation on route to the next work party. Agreed unanimously. PM will purchase a suitable Visitor's Book and arrange for its installation.	PM
15.3	MC reported that, in his role as Sustrans Ranger for Moray, he has written to Sustrans to request that the DW becomes a full National Cycle Network route. MC added that he will be seeing Phil Kearney, Sustrans Routes and Networks Manager, at the forthcoming Sustrans conference, where the future direction of Sustrans will be discussed.	
15.4	NT reported that he attended the Annual General Meeting of the Highland Railway Society (HRS) on 08/09/18. He has agreed to a request from HRS for the DWA to assist in promoting the organisation by distributing posters and flyers. NT will coordinate this task.	NT
16	Date of the Next Meeting: 19:00 16/10/2018 at The Hub.	

Meeting Closed: 21:30

(File Copy Signed)

Robbie Roberts
Vice Chairman
Dava Way Association