



4.5	Ref 4.5:	up of the immediate area. Action closed. 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.	TT
4.6	Ref 4.6:	NS noted from MC's written report that he has written to Seafield Estate to propose some options for improving access at the Dragoon Crossing. David Greer of Seafield Estate has responded that he sees no reason why the DWA should not change the gate to one more suitable for pedestrian access, provided he is kept informed of progress. Action closed.	
4.7	Ref 4.9:	NS noted from MC's written report that he has written to Seafield Estate to propose some options for improving access at the Dragoon Crossing. David Greer of Seafield Estate has responded that he sees no reason why the DWA should not change the gate to one more suitable for pedestrian access, provided he is kept informed of progress. Action closed. NS noted that the gate change may not be required, subject to a decision on relocating the Dragoon sculpture.	PB & NT
4.8	Ref 6.1.1:	NS noted from MC's written report that he has purchased a DW route badge and has sent this to Andrew Wallace along with details of how to make a donation to the DWA. Action closed.	
4.9	Ref 6.1.2:	NS noted from MC's written report that he has replied to the <a href="#">Dramathon</a> organisers to let them know that, due to prior commitments, no members would be available to assist on this occasion. Action closed.	
4.10	Ref 6.1.3:	NS noted from MC's written report that he has replied to the Transport Scotland email re dualling of the A96, expressing DWA support for the northern route and registering an objection to the southern route as it would significantly impact the rural character of the DW route south of Dallas Dhu. Action closed.	
4.11	Ref 6.2.2:	NS noted from MC's written report that he has copied the Tree Preservation Order (TPO) for Dallas Dhu to the DWA Trustees for comment, collated their comments and submitted a response to Moray Council. Altyre Estates have also been advised of the DWA response. Action closed.	
4.12	Ref 6.2.4:	NS noted from MC's written report that he has raised the re-siting of the Dragoon sculpture as an agenda item (see Item 15 below). Action closed.	
4.13	Ref 6.2.5:	Action held over. NT will provide a talk on the work of the DWA to the Findhorn Women's Institute on 07/03/19. PB will pass details for the event to NT.	
4.14	Ref 9.1.4:	PB reported that he has passed the LANTRA chipper training certificates from <a href="#">Ringlink Services Ltd</a> to PM. PB also confirmed that PM has scanned a copy of each certificate to the DWA DropBox for reference and has distributed the certificates to the trainees. Action closed.	
4.15	Ref 9.5.1:	(see Item 9.1.1 below)	
4.16	Ref 9.5.5:	(see Item 9.5.1 below)	
4.17	Ref 9.5.7:	(see Item 9.2.1 below)	
4.18	Ref 9.5.8:	NS noted from MC's written report that he has raised the Information Board Refurbishment Project as an agenda item (see Item 9.2 below). Action closed.	
4.19	Ref 9.5.9:	(see Item 9.2.2 below)	
4.20	Ref 9.6.1:	(see Item 9.5.2 below)	
4.21	Ref 9.6.2:	(see Item 9.6.1 below)	
		(see Item 9.6.2 below)	

4.22	Ref 9.6.3:	(see Item 9.6.3 below)
4.23	Ref 9.7:	(see Item 9.4.1 below)
4.24	Ref 10.1:	(see Item 10.1 below)
4.25	Ref 10.2.2:	(see Item 10.2.2 below)
4.26	Ref 10.4.1:	(see Item 10.4 below)
4.27	Ref 11.3:	(see Item 11.3 below)
4.28	Ref 11.4:	(see Item 11.4 below)
4.29	Ref 13.1:	(see Item 12.1.1 below)
4.30	Ref 13.2:	(see Item 12.2 below)
4.31	Ref 13.3.2:	(see Item 12.3 below)
4.32	Ref 14.2:	(see Item 14.1 below)
4.33	Ref 14.3:	(see Item 14.2 below)
4.34	Ref 14.4:	(see Item 14.3 below)
4.35	Ref 14.5:	(see Item 14.4 below)
4.36	Ref 14.6:	(see Item 14.5 below)
4.37	Ref 14.7:	(see Item 14.6 below)
4.38	Ref 15.1:	NS noted from MC's written report that he has raised the Ghost Train Walk 2019 preparations as an agenda item (see Item 13 below). Action closed.
4.39	Ref 15.2:	TT confirmed that PM has purchased a suitable Visitor's Book and it was installed in the Half Way Hut during the work party held 15/09/18. Action closed.
4.40	Ref 15.4:	PB reported that NT received a number of leaflets from the Highland Railway Society, for distribution to promote the society. PB passed a number of these leaflets to those present for display in places of work and other prominent locations. Action closed.
5	<b><u>Treasurer's Report</u></b>	
5.1	PB reported that a balance of £10,740.34 is in the DWA account.	
5.2	Significant Income: £ 100.00 from DW Companion sales.	
5.3	Significant Expenditure: £ nil.	
5.4	Anticipated Expenditure (from DWA funds): £ 50.00 to MacGregor Industrial Supplies; DR strimmer spares. £ 1,000.00 to MacDonald Contracting Ltd; Squirrel Neuk Ramp.	
5.5	Anticipated Expenditure (covered by external funding): £ 9,183.26 to MacDonald Contracting Ltd from SNH; Squirrel Neuk Ramp.	
6	<b><u>Correspondences</u></b>	
6.1	<b>To the Secretary</b> (nothing to report)	
6.2	<b>Other Correspondence</b> (nothing to report)	
7	<b><u>Feedback</u></b>	
7.1	<b>Footfall Counters</b> PM reported the following readings: Dunphail – 21/06/17 to 09/10/18 4,519 (11,592 – 7073) Lochenoun (not read)	

7.2	<p>Lynmore (not read) RR reported the following readings: Dallas Dhu – 15/03/15 to 12/10/18 84,027 walkers 10,604 cyclists Dallas Dhu users for year – Oct '17 to Oct '18: 22,000 walkers 2,900 cyclists <b>Other</b>; email, Facebook, etc. (nothing to report)</p>													
8 8.1	<p><u>Dava Way Merchandise</u> <b>Sales and Stock</b></p> <table border="0" data-bbox="236 636 1193 792"> <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 (MC)</td> <td>29</td> <td></td> <td></td> </tr> </table>	Companions (PM)	93	Companions (NT)	412	Companions (NS)	91			Badges (MC)	29			
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9 9.1 9.1.1  9.1.2 9.2 9.2.1 9.2.2 9.2.3 9.3	<p><u>Dava Way Path Works</u> <b>Squirrel Neuk Ramp Project (SNH)</b> Ref 9.1.4: NS noted from MC's written report that he has:</p> <ul style="list-style-type: none"> <li>• Agreed funding from SNH for £9,183.26, subject to a £1,000 contribution from DWA funds.</li> <li>• Confirmed a start date of 22/10/18 with the contractor.</li> <li>• Obtained agreement from Altyre Estates for the work to be carried out during the shooting season.</li> </ul> <p>Action closed.</p> <p>9.1.2 MC will be away while the works are carried out. He has briefed DH and handed over the responsibility for project management to him.</p> <p><b>Information Board Refurbishment Project (Budge Foundation)</b> 9.2.1 Ref 9.5.5: NS reported that he has contacted the original printer of the MW/DW information board content and they have confirmed that they still have the electronic files. Action closed.</p> <p>9.2.2 Ref 9.5.8: NS noted from NT's written report that he has completed the survey of the 18 waypoint and 10 information boards along the DW route. In his opinion the information board frames at Dulicht Bridge and the BBC Breating Space are the only ones requiring replacement, though some of the other frames require refurbishment. The content of the information boards remains remarkably appropriate, apart from the obsolete reference to 16 opening gates and 2 kissing gates. It may also be worth upgrading the displayed route map to the more detailed one used for the DW Companion. Action closed.</p> <p>9.2.3 Discussion of the following topics was held over to the next meeting:</p> <ul style="list-style-type: none"> <li>• Size and quantity of information/ interpretation boards required.</li> <li>• Options for board installation; cost effectiveness of current wooden framing versus galvanised steel frame as utilised by Forres Community Woodlands Trust.</li> <li>• Choice of contractor(s) and costs involved.</li> </ul> <p><b>Unplanned Work Since Last Meeting</b> (nothing to report)</p>	DH												

9.4	<b>Planned Work Since Last Meeting</b>	
9.4.1	Ref 9.7: PB and TT reported on the following tasks completed during the work party held 14/07/2018 at various locations: <ul style="list-style-type: none"> <li>• Cut grass between Lady Catherine's Halt and the north end of the Lynmore Diversion.</li> <li>• Raked/scraped off accumulated natural from the path surface of the Lynmore Diversion and removed/treated encroaching weeds.</li> <li>• Progressed vegetation cutback on Lynmacgregor embankment.</li> </ul> Action closed.	
9.4.2	PB noted that removing the accumulated natural from the path surface proved to be a very manpower intensive task and asked for the following topics to be minuted for discussion at the next meeting: <ul style="list-style-type: none"> <li>• Schedule task for annual removal of leaf fall from paths with a quarry dust surface.</li> <li>• Consider best method for control of encroaching grass/weeds; weed killer, burn back, scraping, etc.</li> </ul>	
9.5	<b>Signage</b>	
9.5.1	Ref 9.5.1: Action held over. PM will monitor Greg McAulay's progress manufacturing a replacement post and fingers for the Dallas Dhu fingerpost.	PM
9.5.2	Ref 9.5.9: PB will monitor progress with the refurbishment/repair of the Dava Summit sign.	PB
9.6	<b>Tooling and Equipment</b>	
9.6.1	Ref 9.6.1: Action held over. PM will provide MC with the necessary counter download software and a suitable connecting cable.	PM
9.6.2	Ref 9.6.2: 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 9.6.3: NS noted from MC's written report that he has purchased qty 4 pairs of gauntlets to trial on the next vegetation cutback work party. Additional pairs may be purchased if these prove suitable. Action closed.	
9.7	<b>Priorities for Next Work Party and Mini Work Parties</b> NS noted from PM's written report that he intends using the next work party, scheduled for Saturday 20/10/18, for the following tasks at the Cairn Eney Cutting: <ul style="list-style-type: none"> <li>• Cut offlets to drain puddles on the trackbed.</li> <li>• Construct bunds to restrict water flow along the trackbed.</li> <li>• Clear culverts.</li> <li>• Rod adjacent drainage pipes.</li> <li>• Fill depressions in the trackbed using sub-base from the stockpile at the BBC Breathing Place.</li> </ul>	PM
10	<u>Health and Safety</u>	
10.1	<b>Review of DWA Health and Safety Management System</b> Ref 10.1: Action held over. DH will complete the review of the DWA H&S Management System.	DH
10.2	<b>First Aid Kits</b>	
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	Ref 10.2.2: NS noted from MC's written report that he has purchased the antihistamine tablets and cream distributed them to the DWA first aid kit custodians for insertion into to each kit. Action closed.	

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> Ref 10.4.1: 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.	NS
11	<u>Dava Way Publicity</u>	
11.1	<b>Local, Regional and National Publications</b> (Nothing to report)	
11.2	<b>DW Facebook Group</b> (Nothing to report)	
11.3	<b>DW StoryMap App</b> Ref 11.3: Action held over. TT will continue development of the DW StoryMap application.	TT
11.4	<b>DW Website</b> 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.	DH, MC & PM
12	<u>Funding Opportunities</u>	
12.1	<b>Tesco Bags Of Help</b>	
12.1.1	Ref 13.1: NS reported that he has contacted <a href="#">Double A</a> for advice on suitable equipment for the management of broom and gorse and obtained costings for a range of equipment. Action closed.	
12.1.2	Discussion of whether any of the identified equipment is a suitable candidate for a funding bid to the <a href="#">Tesco Bags Of Help</a> scheme was held over to the next meeting.	
12.2	<b>Berry Burn Community Fund</b> Ref 13.2: Action held over. NS will submit photographs of the chipper in use to the Berry Burn Community Fund for their publicity.	NS
12.3	<b>FCS Community Fund</b> Ref 13.3.3: PB reported that there will be no further funding from the <a href="#">Forestry Commission Scotland (FCS) Community Fund</a> . The <a href="#">Forestry and Land Management (Scotland) Act 2018</a> devolved forestry in Scotland to the Scottish Government under a new <a href="#">policy framework</a> . The duties of Forestry Commission Scotland will soon be transferred to a new agency called Scottish Forestry. Action closed.	
13	<u>Ghost Train Walk 2019</u> Discussion held over to next meeting.	
14	<u>DWA Annual Members Meeting 2018</u>	
14.1	Ref 14.2: NS noted from MC's written report that he sent out the invitation to DWA members, and volunteers, on 26/09/18. Action closed.	
14.2	Ref 14.3: Action held over. NS will prepare the DWA Chair's Report on the activities of the DWA (see clause 29.1 of the DWA Constitution).	
14.3	Ref 14.4: PB reported that he has drafted the DWA Trustees Annual Report (TAR) for approval by the DWA accountant and the trustees, ready for submission to the Office of the Scottish Charity Regulator (OSCR). Action closed. PB stated that, as the board was not quorate, the TAR could not be approved. PB will arrange another DWA BoT meeting to approve the	NS

14.4	TAR, at a suitable date prior to the AMM. Ref 14.5: Action held over. 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
14.5	Ref 14.6: NS reported that MC has provided him with details of the food and drink required for the AMM. Action closed.	PB
14.6	NS will purchase the food and drink for the event. Ref 14.7: Action held over. NT will provide a presentation on the work of the DWA.	NS NT
15	<u>Re-siting of Dragoon Sculpture</u> Discussion held over to next meeting.	
15	<u>AOCB</u>	
15.1	PB noted that clause 4.3 of the DWA Constitution requires the organisation "to advance the education of the public concerning the environment along the route and the historical influences of the Highland Railway line on the communities along the route". He queried if the DWA should form closer ties with the Highland Railway Society (HRS), possibly through group membership, and asked if the DWA website links to the HRS website. NS offered to carry out some preliminary research for discussion at the next meeting.	NS
15.2	RR reported that contractors have been working on the drainage/sewer system below the Sanquhar Mains Farm Bridge. There have since been no further problems with water overflow.	
16	Date of the Next Meeting: 19:00 13/11/2018 at The Hub.	

Meeting Closed: 21:15



Neil Sinclair  
Chairman  
Dava Way Association