

4.7	Ref 6.1.6: Action held over. MC reported that he and PM will be meeting with a Diageo representative 15/05/19 to make final arrangements for their work party on 29/05/19; vegetation cutback works at the northern end of the DW. MC and PM will make arrangements re tools and equipment, supervision, etc.	MC, PM
4.8	Ref 9.1.2: (see Item 9.1.1 below)	
4.9	Ref 9.1.3: (see Item 9.1.2 below)	
4.10	Ref 9.1.4: (see Item 9.1.3 below)	
4.11	Ref 9.4.1: (see Item 9.4.1 below)	
4.12	Ref 9.4.2: (see Item 9.4.2 below)	
4.13	Ref 9.4.3: (see Item 9.4.3 below)	
4.14	Ref 9.5: (see Item 9.5 below)	
4.15	Ref 9.6.1: (see Item 9.6.1 below)	
4.16	Ref 9.6.3: (see Item 9.6.2 below)	
4.17	Ref 9.7: (see Item 9.3 below)	
4.18	Ref 10.1: (see Item 10.1 below)	
4.19	Ref 10.2.2: (see Item 10.2.2 below)	
4.20	Ref 11.1: (see Item 11.1 below)	
4.21	Ref 11.3: (see Item 11.3 below)	
4.22	Ref 12.1: (see Item 12.1 below)	
4.23	Ref 12.2: (see Item 12.2 below)	
4.24	Ref 12.3: (see Item 12.3 below)	
4.25	Ref 13.1: (see Item 13.1 below)	
4.26	Ref 13.2: (see Item 13.2 below)	
4.27	Ref 13.3: (see Item 13.3 below)	
4.28	Ref 13.4: (see Item 13.4 below)	
5	<u>Treasurer's Report</u>	
5.1	PB reported that a balance of £9,384.52 is in the DWA account.	
5.2	Significant Income: £ Nil	
5.3	Significant Expenditure: £ 141.71 to MacGregor Industrial Supplies; sprayer kit purchase.	
5.4	Anticipated Expenditure (from DWA funds): £ Nil	
5.5	Anticipated Expenditure (covered by external funding): £ Nil	
6	<u>Correspondences</u>	
6.1	To the Secretary	
6.1.1	Finderne Development Trust Launch Event MC reported that he received an email from the Finderne Development Trust (FDT) inviting representatives from the DWA to attend their launch event at Logie Steading on 31/05/19, where the FDT Development Plan will be announced. MC, DH and NT will be attending this event. MC will pass details to DH and NT.	MC, DH, NT
6.2	Other Correspondence (nothing to report)	
7	<u>Feedback</u>	
7.1	Footfall Counters PM reported the following readings: Dunphail – 21/06/17 to 12/05/19	

7.2	<p>5,489 (12,562 – 7073) Lochenoun – 13/11/15 to 13/05/19 10,544 (10,620 – 66) Lynmore (not read) RR reported the following readings: Dallas Dhu – 15/03/15 to 06/05/19 94,970 walkers 12,287 cyclists – 06/05/18 to 06/05/19 21,044 walkers 3,382 cyclists</p> <p>Other; email, Facebook, etc. DH reported that a large number of positive comments and thanks to the DWA have been posted on the DW Facebook group in the last month.</p>									
8 8.1	<p><u>Dava Way Merchandise</u> Sales and Stock</p> <table border="0" data-bbox="244 779 1220 880"> <tr> <td>Companions (NT)</td> <td>493</td> <td>Badges (MC)</td> <td>31</td> </tr> <tr> <td>Companions (NS)</td> <td>93</td> <td></td> <td></td> </tr> </table>	Companions (NT)	493	Badges (MC)	31	Companions (NS)	93			
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Companions (NS)	93									
9 9.1 9.1.1 9.1.2 9.1.3 9.1.4	<p><u>Dava Way Path Works</u> Information Board Refurbishment Project</p> <p>Ref 9.1.2: MC reported that the Finderne Development Trust (FDT) held their meeting on the evening of 16/04/2019 and their Chair is keen to meet the DWA Chair to discuss the way ahead; joint projects and funding. MC will provide NS with contact details for the FDT Chair so the two of them can arrange a meeting.</p> <p>Ref 9.1.3: Action held over. NS will contact Highlands and Islands Enterprise (HIE) to enquire about possible funding.</p> <p>Ref 9.1.4: Action held over. When a funding source has been identified, NT will review the content of each information board and present details of any proposed changes to the Trustees for comment.</p> <p>In view of the time it may take to secure funding for the replacement information boards, short term options were discussed for bringing the badly faded information panels at the BBC Breathing Place (Dunphail) and Dulicht Bridge (Grantown-On-Spey) up to a useable standard. NT suggested that the review prints that he obtained from Big Sky Print could be laminated and inserted in front of the affected panels. TT pointed out that the original panels are much larger and the text on the A3 prints may be difficult to read. TT suggested that, dependent on cost, the affected panels should be reprinted full size on the original backing material or on paper that could then be laminated. PM noted that the information board legs are in good order but the frames and backing boards are in a poor state. This may mean that replacing the panels is not possible as the information boards could disintegrate. He asked if it would be feasible to obtain replacement frame components should that become necessary. NS stated that he manufactured the original information boards when he was a CDT teacher. As he is now retired he no longer has access to the woodworking equipment in the school workshop. TT suggested that some DIY suppliers in the area will cut wood to size at point of sale and suggested that the DWA could purchase the tools necessary for NS to complete the manufacture of replacement information board components.</p>	<p>MC, NS</p> <p>NS</p> <p>NT</p>								

9.1.5	NT will obtain quotes from Big Sky Print to: <ul style="list-style-type: none"> • Reprint two replacement information panels on original material. • Reprint two replacement information panels full size on paper. • Provide the two replacement information panels in a suitable file format so PM can print them ready for laminating. 	NT
9.1.6	NS will consider the feasibility of manufacturing replacement information board frames/components without access to workshop facilities.	NS
9.2	Unplanned Work Since Last Meeting (Nothing to report)	
9.3	Planned Work Since Last Meeting Ref 9.7: PM reported that the following tasks were carried out during the work party held 11/05/19 at Lynmore and Lochenoun: <ul style="list-style-type: none"> • Recovered ballast and raised track surface below ramp at north end of the Lynmore Diversion. • Top dressed the raised track surface using scrapings from stockpile at Dava. • Removed protruding sharp stones from trackbed north of Lynmore Diversion. • Experimented with smoothing the loose ballast track surface immediately north of the Lochenoun boundary gate; scrapings from the stockpile at Dava mounded using the drag box then compacted using the whacker plate. Found it problematic to shape an even mound due to difficulty in controlling drag box on loose ballast and tendency for ballast to roll up through scrapings. Action closed.	
9.4	Signage	
9.4.1	Ref 9.4.1: Action held over. NS will organise the attachment of the finger sign to the private fence at the access point to the section of the DW from Loch View to Mannachie Rise.	NS
9.4.2	Ref 9.4.2: Action held over. PM reported that Greg McAulay is making progress with the manufacture of the replacement fingers for the fingerpost located next to the minor road at the south end of the northern section of the Lynemore Diversion. PM will monitor progress.	PM
9.4.3	Ref 9.4.3: TT reported that he made the suggested amendments to the sheep/lambing signs. PM printed off and laminated a small quantity of signs and TT arranged to give the signs to the farmer and discuss their suitability. The farmer was appreciative of the assistance provided by the DWA. Action closed.	
9.5	Tooling and Equipment Ref 9.5: Action held over: PM will circulate a suitable Excel spreadsheet to list all DWA tools and equipment held.	PM
9.6	Quarry Dust Path Surface Maintenance Operations	
9.6.1	Ref 9.6.1: MC reported that he has kept the Factors at Logie Estate and Seafield Estates updated on progress with the spraying trial. They have been provided with copies of RR's training certificates and are happy with the way the DWA are managing the spraying operations. Action closed.	
9.6.2	Ref 9.6.3: RR reported that he and PB purchased the more specialised equipment (e.g. backpack sprayers) and materials (e.g. Roundup Pro Vantage) from MacGregor Industrial Supplies at a total cost of £141.71. This was considerably less than previously estimated as the cost of the sprayer backpacks was lower than anticipated. They are a simpler design than the ones used by Wild Things, having an external pumping mechanism, but are sufficient for the task. Action closed.	

9.6.3	<p>RR reported that the following sections of path have now been treated:</p> <ul style="list-style-type: none"> • Lynmore Diversion • Dunphail Diversion • BBC Breating Place and adjacent path running north to Balvlair. • Path south of Dunphail Diversion to Auchearn. • Ramp and steps adjacent to Mannachie Avenue • Steps adjacent to bridge to Sanquhar Mains farm. <p>RR noted that it takes two people 1.5 hours to treat both sides of q 1 km section of path. A 5 litre container of herbicide concentrate treats 3 km of path and costs between £48 and £55 dependent on the type used.</p>	
9.6.4	<p>RR showed the temporary warning signs that he had made up and asked if one of those present could produce something more professional. PM volunteered to make up some more official looking signage.</p>	PM
9.6.5	<p>RR requested suggestions for path sections still needing to be treated. The following path sections were suggested:</p> <ul style="list-style-type: none"> • Rafford Bank • Steps and ramp adjacent to Dallas Dhu Distillery. • Underneath seats and benches. 	
9.7	<p>RR requested that MC obtain permission from Altyre Estate for spraying on the path sections listed above on 17/05/19 (weather dependent). RR will spray the path sections listed above when MC has confirmed that he has obtained permission from Altyre Estate.</p>	MC RR
	<p>Priorities for Next Work Party and Mini Work Parties</p>	
	<p>PM proposed that the works listed below should be carried out at the work party to be held Saturday 08/06/19. Agreed unanimously. PM will make the necessary arrangements.</p>	PM
	<p>Dava Moor</p>	
	<ul style="list-style-type: none"> • Use remaining planings from pile at Clashdhu Crossing to progress rut filling on west side. Top off with planings from the pile at Dava. 	
	<p>Huntly's Cave</p>	
	<ul style="list-style-type: none"> • Cover protruding tree roots across path north and south of cutting with recovered ballast, and planings from the pile at Dava. 	
10	<p><u>Health and Safety</u></p>	
10.1	<p>Review of DWA Health and Safety Management System</p>	
10.1.1	<p>Ref 10.1: TT reported that he and JP spent 4 hours going over the research carried out by TT and the work that JP has completed so far. Action closed.</p>	
10.1.2	<p>JP described the elements (various paper tools, toolbox talks, etc.) that he proposes to use for the DWA H&S Management System. TT stressed that the system should be 'paper light' and simple to use, thus ensuring maximum 'buy-in' from the volunteers. TT and DH will liaise with JP and provide him with any assistance he requires to take the project forward.</p>	TT, DH
10.2	<p>First Aid Kits</p>	
10.2.1	<p>The DWA first aid kits are held by PB, PM and TT. The completeness and serviceability of each kit was confirmed.</p>	
10.2.2	<p>Ref 10.2.2: Action held over. MC will purchase replacements for the kit items listed by PB, PM and TT as due for replacement mid-2019 then call in the kits for checking and replenishment.</p>	MC
10.3	<p>Injury Reports and Incidents</p>	
	<p>Those present confirmed that there have been no injuries or incidents since the previous meeting.</p>	

11	<u>Dava Way Publicity</u>	
11.1	Local, Regional and National Publications Ref 11.1: Action held over. MC will draft an article and submit it to the local papers; promote the forthcoming Ghost Train Walk, describe DW works recently completed/planned and invite individuals/organisations to volunteer for DWA work parties or take part in DWA fundraising activities.	MC
11.2	DW Facebook Group DH reported that the DWA Facebook group Friends of the Dava Way now has 327 members.	
11.3	DW StoryMap App Ref 11.3: Action held over. TT will continue development of the DW StoryMap application.	TT
11.4	DW Website NS noted that the link to the Trustees Annual Report (TAR) from the DWA website ' Office ' page is broken. PM will notify David Binney and get him to look into the problem.	PM
12	<u>Funding Opportunities</u>	
12.1	Tesco Bags Of Help Ref 12.1: Action held over. DH is still awaiting the shortlisting result for the bid he has submitted to the Tesco Bags Of Help scheme for the purchase of a second rough cutter.	DH
12.2	Berry Burn Community Fund Ref 12.2: PM reported that he has provided NS with the details of the required tipping trailer. Action closed. Ref 12.2: NS reported that he has submitted a bid to the Berry Burn Community Fund for funding for a new tipping trailer. Action closed. NS noted that the Berry Burn Community Fund committee convenes on 12/06/19. NS awaits their decision.	NS
12.3	The Youth and Philanthropy Initiative Ref 12.3: Action held over. NS will consider if the DWA is a suitable organisation for the The Youth and Philanthropy Initiative (YPI).	NS
13	<u>Moray Walking and Outdoor Festival 2019</u>	
13.1	Ghost Train Walk 2019 Ref 13.1: Action held over. MC will manage the project and delegate tasks as required.	MC
13.2	Ghost Train Walk 2019 - Posters Ref 13.2: Action held over. MC will produce posters advertising the event and will distribute these to local shops, tourist venues, etc.	MC
13.3	Ghost Train Walk 2019 - Medals Ref 13.3: Action held over. NS will purchase 200 event medals.	NS
13.4	Ghost Train Walk 2019 – Medal Logo Ref 13.4: PM reported that he has made the required alterations to the DW logo image and has passed the finished file to NS. Action closed.	
13.5	Ghost Train Walk 2019 – Participant Numbers PB reported that 48 people have so far booked directly to take part in the GTW. PB has been contacted by others saying that they have submitted their booking via the Moray Walking and Outdoor Festival (MWOFF) website; PB has not received their contact or payment details from the MWOFF organisers. NT noted that there have been some problems with the MWOFF website and their webmaster is working on it.	

13.6	Ghost Train Walk 2019 – Tentage PB asked if a tent could again be provided at Dunphail to shelter the marshall directing participants from the DW to the hall for refreshments; PB recalled that it was provided by Forres Groups Action. NS stated that he will make enquiries at The Hub and pass the details to MC.	NS, MC
13.7	Safety and Survival Talk RR stated that he needs to know the number of participants that will be attending his event. PM will provide RR with contact details for the MWOFF organiser.	PM, RR
13.8	MWOFF Banners MC reported that he received an email from the MWOFF organiser stating their intent to display MWOFF promotional banners at various points along the DW and elsewhere around Moray. They requested use of the DWA tools trailer for this task and this was approved by the DWA Trustees via a round robin email.	
14	<u>AOCB</u> NS noted that Contour Holidays are selling a walking holiday along the DW. He proposed that he should contact the company and ask if they are willing to make a donation to support the work of the DWA. Agreed unanimously. NS will contact Contour Holidays and 'rattle the tin'.	NS
15	Date of the Next Meeting: 19:00 11/06/19 at The Hub.	

Meeting Closed: 20:20



Neil Sinclair
Chairman
Dava Way Association