

4.13	Ref 9.5: (see Item 9.5.1 below)	
4.14	Ref 9.6.4: (see Item 9.6.1 below)	
4.15	Ref 9.6.5: (see Item 9.6.2 below)	
4.16	Ref 9.7: (see Item 9.3.3 below)	
4.17	Ref 10.1.2: (see Item 10.1 below)	
4.18	Ref 10.2.2: (see Item 10.2.2 below)	
4.19	Ref 11.1: (see Item 11.1 below)	
4.20	Ref 11.3: (see Item 11.3 below)	
4.21	Ref 11.4: (see Item 11.4 below)	
4.22	Ref 12.1: (see Item 12.2 below)	
4.23	Ref 12.2: (see Item 12.3 below)	
4.24	Ref 12.3: (see Item 12.4 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 13.6: (see Item 13.4 below)	
4.29	Ref 13.7: (see Item 13.8 below)	
4.30	Ref 13.8: NS read out a copy of the letter he has sent to Contour Holidays . Action closed. It was noted that there are other similar companies selling walking holidays along the DW, e.g. those listed on the SGT portal . NS will research these companies and 'rattle the tin' where appropriate.	NS
5	<u>Treasurer's Report</u>	
5.1	PB reported that a balance of £10,124.68 is in the DWA account.	
5.2	Significant Income: £ Nil	
5.3	Significant Expenditure: £ 119.84 to 123.reg; website domain registration and SSL security.	
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	Tree Cutting SSEPD MC reported that he received an email from Scottish and Southern Energy Power Distribution (SSEPD) announcing that they would be trimming trees alongside the DW where they are adjacent to power lines. Appropriate H&S measures (e.g. signage, marshalls, re-routing) would be used as required.	
6.1.2	Seafield Estate Gate Master Keys MC reported that he received an email from Seafield Estates informing him that they had reinstated gate locking at the Dragoon Crossing and offering two copies of their gate lock master key. MC cycled to the Seafield Estates head office in Cullen to collect the keys and these have now been added to the two DWA access key sets.	
6.1.3	Concrete Marker Posts MC reported that he received an email from Historic Environment Scotland (HES) at Dallas Dhu stating that they have a number of concrete railway distance markers, unearthed during the recent sewage pipe upgrade works. HES offered these to the DWA as historical artefacts for	

<p>6.2 6.2.1</p>	<p>reinstallation. After some discussion it was decided that the HES offer should be declined as the original location and purpose of the items is unknown. MC will write HES and decline their offer.</p> <p>Other Correspondence</p> <p>Wildfire Incidents Public Meeting</p> <p>PM reported that he received an email from Finnerne Community Council announcing that Richard Lochhead MSP was holding a public meeting 19:00 on 03/06/19 in the Houldsworth Institute, Dallas to discuss the recent wildfires. PM attended the meeting where representatives from the Scottish Fire and Rescue Service (SFRS), Police Scotland and SNH were available to answer questions.</p> <p>The cause of the wildfires has not been determined, but local estates continuing heather burnback during the dry spell and the large quantities of brash from recent forestry clearfell operations may have contributed. The SFRS representative talked about the invaluable contribution made by local assets listed the Community Asset Register (CAR) and encouraged those with appropriate specialist skills and/or who own all-terrain vehicles to register. PM proposed that he should register his Land Rover and the DWA tipper trailer. Agreed unanimously. PM will register his Land Rover and the DWA tipper trailer with the CAR.</p>	<p>MC</p> <p>PM</p>								
<p>7 7.1 7.2</p>	<p><u>Feedback</u></p> <p>Footfall Counters</p> <p>PM reported the following readings: Dunphail – 21/06/17 to 03/06/19 5,759 (12,832 – 7073)</p> <p>Lochenoun (not read)</p> <p>Lynmore (not read)</p> <p>RR reported the following readings: Dallas Dhu – 15/03/15 to 10/06/19 97,477 walkers 12,670 cyclists</p> <p>Other; email, Facebook, etc.</p> <p>PM reported a Facebook posting from one person concerned that the recent spraying operations to control weeds at the edge of quarry dust paths may adversely affect the local wildlife. PM has responded to the post, providing details of the method and product used and confirming that this will not harm the local wildlife.</p>									
<p>8 8.1</p>	<p><u>Dava Way Merchandise</u></p> <p>Sales and Stock</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Companions (NT)</td> <td style="width: 15%;">480</td> <td style="width: 35%;">Badges (MC)</td> <td style="width: 15%;">30</td> </tr> <tr> <td>Companions (NS)</td> <td>93</td> <td></td> <td></td> </tr> </table>	Companions (NT)	480	Badges (MC)	30	Companions (NS)	93			
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Companions (NS)	93									
<p>9 9.1 9.1.1</p>	<p><u>Dava Way Path Works</u></p> <p>Information Board Refurbishment Project</p> <p>Ref 9.1.6: NS reported that he has purchased a bench mounted circular saw for his own use, with which he can also cut and shape the components required to manufacture replacement information board frames. A number of sash clamps will be needed to hold each frame during final assembly. The total purchase price for the clamps and</p>									

9.1.2	<p>enough wood to manufacture four information board frames is approximately £150. NS proposed that the DWA should purchase the clamps and required materials so he can manufacture an initial four replacement information boards; this should be viewed as a temporary fix pending funding for a full information board replacement project. Agreed unanimously. NS will purchase the clamps and required materials then manufacture an initial four replacement information boards.</p>	NS
9.1.3	<p>Ref 9.1.5: NT reported that Big Sky Print have quoted £90 to produce two replacement information panels for the boards located at Dunphail and Dulicht Bridge. Minor changes to the wording and updating of the funder logos can be included at no additional cost. NT proposed that the DWA should order the replacement panels; again, this should be viewed as a temporary fix pending funding for a full information board replacement project. Agreed unanimously. NT will order the replacement panels.</p>	NT
9.2	<p>Ref 9.1.3: 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>	NT
9.2.1	<p>Unplanned Work Since Last Meeting PM reported that he, MC and DWA volunteer Al Hughes took the chipper to the Rafford Bank on 04/06/19 to chip the accumulated brash from the 29/05/19 Diageo work party.</p>	
9.3	<p>Planned Work Since Last Meeting</p>	
9.3.1	<p>Ref 4.6: MC reported that he contacted the CNPA volunteer coordinator and made final arrangements re tools, equipment, supervision, etc. for their work party on 22/05/2019. Action closed. PM reported that he provided the tools and equipment. Action closed. NS reported that four CNPA volunteers carried out ditch clearance works and vegetation cutback in the cutting immediately north of Grantown-On-Spey. The feedback was positive and CNPA will organise similar events in the future. Action closed.</p>	
9.3.2	<p>Ref 4.7: MC reported that he and PM met with a Diageo representative on 15/05/19 to make final arrangements for their work party on 29/05/19. MC and PM provided tools, equipment, supervision, etc for the 12 Diageo volunteers, who carried out vegetation cutback along a 100-metre section of the Rafford Bank. The Diageo volunteers found the work rewarding and are keen to hold a similar event in the future. Action closed.</p>	
9.3.3	<p>Ref 9.7: PM reported that the following tasks were carried out during the work party held 08/06/19:</p> <ul style="list-style-type: none"> • Covered protruding tree roots across the path north and south of Huntly's Cave cutting with recovered ballast, and planings from the pile at Dava. • Extended the raised track surface below the ramp at north end of the Lynmore Diversion using scrapings from stockpile at Dava. • Completed grass cutting and undergrowth cutback along the Lynmacgregor Embankment and from Glaschoil through Huntly's Cave Cutting to the Dragoon Crossing. 	
9.4	<p>Action closed.</p>	
9.4.1	<p>Signage Ref 9.4.1: NS reported that, with agreement from the owner, he attached the finger sign to the private fence at the access point to the section of the DW from Loch View to Mannachie Rise. Action closed. Unfortunately, an objection was then received with a request that the finger sign be removed and attached to the adjacent lamp post instead.</p>	

<p>9.4.2</p> <p>9.5</p> <p>9.5.1</p> <p>9.5.2</p> <p>9.6</p> <p>9.6.1</p> <p>9.6.2</p> <p>9.6.3</p> <p>9.7</p>	<p>NS will provide PB with a photograph of the sign. PB will seek permission from Moray Council to attach the sign to the lamp post.</p> <p>Ref 9.4.2: PM reported that Greg McAulay has completed 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. Action closed.</p> <p>PM will arrange to reinstall the fingerpost at a mini work party 14/06/19.</p> <p>Tooling and Equipment</p> <p>Ref 9.5: Action held over: PM will circulate a suitable Excel spreadsheet to list all DWA tools and equipment held.</p> <p>PB reported that the drive belt tensioner on the DR strimmer has reached its maximum adjustment. PB proposed that he book the machine in to MacGregors Industrial Supplies for servicing once the pre-Ghost Train Walk grass cutting is complete. Agreed unanimously. PB will book the DR strimmer in for servicing as soon as practicable.</p> <p>Quarry Dust Path Surface Maintenance Operations</p> <p>Ref 9.6.4: PM reported that he has provided RR with professional standard warning signs for DWA spraying operations. Action closed.</p> <p>Ref 9.6.5: RR reported that he has treated the following path sections, with permission from Altyre Estate:</p> <ul style="list-style-type: none"> • Rafford Bank • Steps and ramp adjacent to Dallas Dhu Distillery. • Underneath seats and benches. <p>Actions closed.</p> <p>RR reported that the spraying is proving effective. He requested details of the next sections to be sprayed. DH and MC will look for suitable sections of path during their cycle survey, to be carried out following the mini work party on 14/06/19.</p> <p>Priorities for Next Work Party and Mini Work Parties</p> <p>PM proposed that the next work party should be held 10/08/19. Agreed unanimously. PM will decide nearer that date what works have priority and make the necessary arrangements.</p>	<p>NS</p> <p>PB</p> <p>PM</p> <p>PM</p> <p>PB</p> <p></p> <p></p> <p></p> <p>DH, MC</p> <p>PM</p>
<p>10</p> <p>10.1</p> <p>10.2</p> <p>10.2.1</p> <p>10.2.2</p> <p>10.3</p> <p>10.3.1</p> <p>10.3.2</p>	<p><u>Health and Safety</u></p> <p>Review of DWA Health and Safety Management System</p> <p>Ref 10.1.2: Action held over. TT and DH will liaise with Jim Patterson and provide him with any assistance he requires to take the project forward.</p> <p>First Aid Kits</p> <p>The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.</p> <p>Ref 10.2.2: MC distributed sets of replacement items for the kits held by PB and PM. Action closed.</p> <p>PB and PM will replace the items in their kits that are nearing end-of-life.</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>PB reported that several volunteers under his supervision on the recent work party were seen working too close together for the type of hand tools in use. Appropriate remedial on-the-job training was given, but PM also pointed out that supervisors should remain alert and not be shy about stepping in to prevent a potential incident developing.</p>	<p></p> <p>TT, DH</p> <p></p> <p>PB, PM</p>

<p>11</p> <p>11.1</p> <p>11.2</p> <p>11.3</p> <p>11.4</p>	<p><u>Dava Way Publicity</u></p> <p>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.</p> <p>DW Facebook Group DH reported that the DWA Facebook group Friends of the Dava Way now has 334 members.</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: PM reported that the broken link to the Trustees Annual Report (TAR) from the DWA website 'Office' has been fixed by David Binney. Action closed.</p>	<p>MC</p> <p>TT</p>
<p>12</p> <p>12.1</p> <p>12.1.1</p> <p>12.1.2</p>	<p><u>Funding Opportunities</u></p> <p>Finderne Development Trust</p> <p>Ref 9.1.1: NS reported that he and MC met with CP of the FDT earlier in the day and, following a very productive meeting, invited CP to come along and address the DWA Trustees. Action closed.</p> <p>CP talked about the history of the FDT, its aims and organisational structure (see FDT website for details). The FDT receives funding from the community benefit fund established by the developers of the Logie wind farm, Hill of Glaschyle Renewables LLP; a guaranteed £138k for 25 years. This funding will cover FDT revenue costs and support some minor capital investment where “matched funding” is required, but the majority will be used to leverage major funding for projects from the large grant agencies (Big Lottery, Scottish Landfill etc). CP then provided a digest of the recently published FDT Strategic Plan 2019-2023 , focusing in on those topics of particular relevance to the DWA. The DW is seen as providing a key off-road scenic corridor for walkers, cyclists and equestrians transiting throughout the Finderne area. The DW could play a key role in meeting many of the projects under the Environment, Art and Culture strategic theme:</p> <ul style="list-style-type: none"> • Establish new recreational routes and improve access connectivity, signposting and mapping within Finderne. • Stimulate and develop opportunities for more eco tourism, environmental education and infrastructural support. • Develop an arts and heritage festival to promote a stronger culture of creative arts within Finderne. • Develop a project(s) to contribute to environmental enhancement and sustainability. <p>CP pointed out that the aim of the DWA to bring the DW up to Sustrans standard links nicely into the first of these projects. Upgrading the information boards is also related, though the DWA may wish to consider expanding this project to include a re-branding exercise to better promote the DW and Finderne. The DWA may also wish to make use of FDT resources when bidding for funding. CP noted that the FDT and DWA would need to identify the required outcome(s) for each proposed project along with appropriate phasing and potential sources of funding.</p>	

12.1.3	MC stated that he has already had a preliminary discussion with Sustrans regarding match funding and proposed that he should draft a strategic project plan for upgrade of the DW. Agreed unanimously. MC will draft a strategic project plan for upgrade of the DW and submit it to the DWA Trustees for comment.	MC
12.1.4	CP suggested that it would be advantageous for each organisation to invite a member of the other to attend meetings where items relevant to both organisations are to be discussed. Agreed unanimously. An invitation to attend meetings will be sent when appropriate.	
12.2	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
12.3	Berry Burn Community Fund Ref 12.2: NS reported that the Berry Burn Community Fund came back with a number of in-depth questions regarding the bid for funding for a new tipping trailer. He has submitted his response and awaits the decision of the Berry Burn Community Fund committee, due to convene on 17/06/19.	NS
12.4	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
12.5	Highlands and Islands Enterprise Ref 9.1.2: Action held over. NS will contact Highlands and Islands Enterprise (HIE) to enquire about possible funding.	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: MC reported that he had not had time to produce posters advertising the event or distribute them to local shops, tourist venues, etc. Action closed.	
13.3	Ghost Train Walk 2019 - Medals Ref 13.3: NS reported that he purchased the 200 event medals and they have been delivered. Action closed.	
13.4	Ghost Train Walk 2019 – Tentage Ref 13.6: NS reported that he has obtained details for the tent provided by Forres Groups Action and has passed these to MC. Action closed.	
13.5	Ghost Train Walk – Cones for Dava Road Section MC asked PB to arrange for the loan of a suitable number of traffic cones from Moray Council.	
13.6	Ghost Train Walk – Participant Numbers MC asked PB for an estimate of participant numbers based on applications already received. PB estimated 110 participants, a small number of which will require vegetarian or gluten free food.	
13.7	Ghost Train Walk – Buses PB noted that he has received 96 confirmed participant applications with payments. This is close to the capacity of the buses already booked and PB enquired if he should confirm the provisional booking for a third bus. PM proposed that minibuses would be cheaper and, as the DWA has three minibus permit holders, up to three minibuses with 17 seat capacity could be utilised – total additional capacity 51. These minibuses could	

13.8	also be used through the night for ad hoc transportation. Agreed unanimously. The Osprey minibus has already been booked. PB will book two minibuses through Moray Council Fleet Services. Safety and Survival Talk Ref 13.7: RR stated that he has been unable to contact the MWOFF organiser and still needs to know the number of participants that will be attending his event. RR is to phone PM, who will interrogate the MWOFF website and obtain the required information.	PB RR, PM
14 14.1	<u>AOCB</u> RR stated that he will not be available for any DWA events during July and August.	
15	Date of the Next Meeting: TBA at The Hub. NS to inform RR by phone.	NS

Meeting Closed: 21:50



Neil Sinclair
Chairman
Dava Way Association