

4.18	Ref 12.4.4: (see Item 12.4.4 below)	
4.19	Ref 13.1: (see Item 13.1 below)	
4.20	Ref 13.2.2: (see Item 13.2.1 below)	
4.21	Ref 13.2.3: (see Item 13.2.2 below)	
4.22	Ref 13.3.1: (see Item 13.3.1 below)	
4.23	Ref 13.3.2: (see Item 13.3.2 below)	
4.24	Ref 13.3.3: (see Item 13.3.3 below)	
5	Treasurer's Report	
5.1	PB reported that a balance of £7,290.66 is in the DWA account.	
5.2	Significant Income: £ 400.00 from an individual donation.	
5.3	Significant Expenditure: £ 248.71 to MacGregors Industrial Supplies; rough cutter maint. £ 34.80 to Greg McAulay; tree surgery works at Dava.	
5.4	Anticipated Income: £ Nil	
5.5	Anticipated Expenditure (from DWA funds): £ 42.49 to Paul Douglas; replacement blades for ride-on mower.	
5.6	Anticipated Expenditure (covered by external funding): £ Nil	
5.7	PB noted that several scheduled payments have been taken by 123.reg for internet registration, etc. PB requested that PM provide him with the appropriate invoices.	PM
6	Correspondences	
6.1	To the Secretary (Nothing to report)	
6.2	Other Correspondence (Nothing to report)	
7	Feedback	
7.1	Footfall Counters NS/PM reported the following readings: Dunphail – 21/06/17 to 13/06/20 7,754 (14,827 – 7073) Lochenoun – 13/11/15 to 13/06/20 14,155 (14,221 – 66) Lynmore (not read) TT reported the following readings: Dallas Dhu – 15/03/15 to 16/06/20 122,655 walkers (259,974 – 137,319) 17,678 cyclists (25,201 – 7,523)	
7.2	Other ; email, Facebook, etc. PM reported that the DWA Facebook group Friends of the Dava Way now has 478 members.	
8	Dava Way Merchandise	
8.1	Sales and Stock	
	Companions (NT) 427	Badges (MC) 26
	Companions (NS) 92	

9	<u>Dava Way Path Works</u>	
9.1	Unplanned Work Since Last Meeting PM reported that on the 11/06/20 he cut back broom and gorse on the Rafford Bank, assisting Paul Douglas with the grass cutting in that area. PM noted that Paul's flail mower is highly effective.	
9.2	Planned Work Since Last Meeting PM reported that the following works were completed at the DWA 'socially distanced' work party held 13/06/20: <ul style="list-style-type: none"> • Mowed grass from Lynmacgregor to the Dragoon Crossing. • Cut back overhanging broom in section south of the Dragoon Crossing. • Sprayed encroaching growth alongside the path south from the Dunphail Breathing Place. • Strimmed the grass around the Dunphail Breathing Place. • Cut back overhanging broom and gorse north of the Dunphail Breathing Place. 	
9.3	Signage	
9.3.1	Ref 9.3: PB reported that the brown tourism signage for Grantown-On-Spey town centre has been manufactured and is awaiting collection. Action closed. Action held over until Covid-19 restrictions lifted. PB will arrange for the collection and installation of the signage.	PB
9.3.2	PM reported that the finger post at the Rafford Junction has been damaged at some point and the fingers temporarily reattached. PM will investigate what further repair action, if any, is required.	PM
9.4	Tooling and Equipment	
9.4.1	Ref 9.4.1: Actions held over. PB will distribute a copy of the spreadsheet to other DWA custodians. All custodians will, when possible, record the DWA tools and equipment that they hold.	PB PB, PM, NS, MC
9.4.2	Ref 9.4.2: PB reported that he has collected the serviced rough cutter from MacGregors Industrial Supplies. Action closed.	
9.4.3	Ref 9.4.3: Action held over. PM will pass the leaf blower to PB and PB will obtain an estimate for its repair from MacGregor Industrial Supplies.	PM, PB
9.4.4	PM reported that the blades of Paul Douglas' ride-on mower were damaged when they struck obscured rocks while cutting grass in the vicinity of Dallas Dhu. In light of the sterling work carried out by Paul on behalf of the DWA, PM proposed that the DWA should pay for the replacement blades at a cost of £42.49. Agreed unanimously. PM will contact Paul Douglas and tell him about this decision.	PM
9.5	Quarry Dust Path Surface Maintenance Operations Ref 9.5: Action held over. TT will organise mini work parties to clear leaf fall from the Lynmore Diversion, in preparation for weed control spraying.	TT
9.6	Priorities for Next Work Party and Mini Work Parties	
9.6.1	PM proposed that the next work party should be held 11/07/20, subject to Covid-19 restrictions in force at the time. He will decide on suitable tasks nearer the date. Agreed unanimously. PM will organise the next work party.	PM
9.6.2	PM proposed to PB that they should carry out a mini work party to cut the grass between Balvlair Crossing and Longley Crossing, then north to Peathillock where required. PB agreed. PM and PB will organise a grass cutting mini work party.	PM, PB

10	<u>Health and Safety</u>	
10.1	Review of DWA Health and Safety Management System Ref 10.1: Action held over until Covid-19 restrictions lifted. TT will liaise with Jim Patterson and provide him with any assistance he requires to take the project forward.	TT
10.2	First Aid Kits The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.	
10.3	Injury Reports and Incidents (Nothing to report)	
11	<u>Dava Way Publicity</u>	
11.1	Local, Regional and National Publications Ref 11.1.1: Action held over until Covid-19 restrictions lifted. MC will submit an article about the work of the DWA and the contribution made by Bruno Cawley; coincide with the installation of Bruno's memorial plaque.	MC
11.2	DW Facebook Group (Nothing to report)	
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 (Nothing to report)	
12	<u>Funding Opportunities</u>	
12.1	Finderne Development Trust	
12.1.1	Ref 12.1.3: Action held over. MC will present the DWA-FDT Memorandum of Understanding for discussion and signatures at the next meeting with Finderne Development Trust (FDT) representatives.	MC
12.1.2	NS invited discussion of the email he circulated, proposing that the DW logo be registered as a trademark. MC noted that FDT are bring in an external consultant to carry out a rebranding exercise for themselves, and they may also look at the DWA brand. The rebranding is being explored in conjunction with plans to promote the Finderne area and the DW. Concern has been expressed that, if a third party was to register the DW logo as their own, litigation may result and any branded material may have to be redone at considerable cost. PM and TT cautioned that a change to the current DW logo, as part of a rebranding exercise, may impact on stocks of current publications and require replacement of all the waymarker discs installed along the DW. TT proposed that the DWA should register the DW logo when the final format is known. Agreed unanimously. NS will report this decision to the FDT representatives.	NS
12.2	Tesco Bags of Help	
12.2.1	Ref 12.2: Action held over until Covid-19 restrictions lifted. MC will monitor progress with DWA submission to the Tesco Bags of Help scheme.	MC
12.2.2	MC reported that he received an email from Tesco Bags of Help with a link to a government Covid-19 Emergency Funding site for charities. He has checked out the site, but such funding is not appropriate for the DWA.	
12.3	Money for Moray Ref 12.3: Action held over until Covid-19 restrictions lifted. The Money for Moray organisers will contact all successful applicants in due course, to	

12.4	inform them when and how the showcasing of projects and the voting process will happen. NT will showcase the project for the DWA.	NT
12.4.1	Other Sources of Funding Ref 12.4.1: Action held over. NS will look for appropriate funding sources on the Funding Scotland site and report back to the DWA Trustees.	NS
12.4.2	Ref 12.4.2: Action held over until Covid-19 restrictions lifted. MC reported that he has received a note from the administrator of the Scottish Forestry Community Fund . Funding bids will not be accepted until the Covid-19 restrictions have been lifted. MC will apply for funding from the Scottish Forestry Community Fund when the scheme is up and running again.	MC
12.4.3	Ref 12.4.3: Action held over until Covid-19 restrictions lifted. PB will submit a bid for funding to the Keith Builders Merchants (KBM) funding scheme, the KBM Charity Fund , to purchase materials to repair/replace the handrails at the Mannachie Avenue Ramp.	PB
12.4.4	Ref 12.4.4: Action held over. NS will research possible funding from the Scotways Small Grants Scheme .	NS
13	<u>Review of the DWA Constitution</u>	
13.1	Two-person Authorisation for Online Banking Ref 13.1: Action held over until Covid-19 restrictions lifted. PB will further investigate the process for electronic banking, as detailed at clauses 107 and 108 of the Scottish Council for Voluntary Organisation (SCVO)/OSCR template constitution. PB would like the bank to confirm if it is possible to automate the notification to the co-signatory.	PB
13.2	Financial Protection	
13.2.1	Ref 13.2.2: Action held over. All DWA Trustees will consider the risks raised in the document " GUIDANCE: Internal financial controls for charities " and whether the financial controls at clauses 109 to 121 should be adopted by the DWA. PB and TT reiterated that the DWA Trustees are collectively responsible for the DWA accounts and should be aware of the pitfalls that clauses 109 to 121 are there to protect them from.	DWA Trustees
13.2.2	Ref 13.2.3: Action held over. The inclusion/wording/practicality of clauses 107 to 121 of the draft DWA Constitution will be discussed at the next DWA BoT meeting.	DWA Trustees
13.3	AMM Actions	
13.3.1	Ref 13.3.1/AMM 8.4: Action held over. The DWA Trustees will review the DWA Constitution and submit the draft document for discussion at a members' meeting (see clause 111 of the DWA Constitution).	DWA Trustees
13.3.2	Ref 13.3.2/AMM 8.5: Action held over. Having obtained the agreement of the members, the DWA Secretary will obtain written consent from the OSCR for any alteration to clause 4 'Charitable Purposes' of the DWA Constitution (see clause 112 of the DWA Constitution).	DWA Secretary
13.3.3	Ref 13.3.3/AMM 8.6: Action held over. The DWA Trustees will prepare a Strategic Plan for development of the DW infrastructure, based on the 'Charitable Purposes' in the revised DWA Constitution. Within this action, the DWA Trustees will consider the implications of the DW becoming a recognised NCN route and quantify the obligations that such recognition may require (e.g. service level agreements for maintenance and repair of the path surface, changes to legal liability, etc.).	DWA Trustees
14	<u>AOCB</u>	
14.1	PM noted that DWA volunteers travelled to site in their own vehicles at the recent work party. He proposed that the volunteers should be invited	

14.2	to submit a mileage claim for reimbursement. Agreed unanimously. PM will distribute a mileage claim form to each of the DWA volunteers who attended the work party. PM reported that the gate post at Glaschoil Farm, north of Lynmore, is rotting internally and will probably need replacing by the end of the year. It was installed in 2013 so has only lasted 7 years. PM suggested that the use of longer lasting materials be considered, such as oak or galvanised steel. PM will research the relative costs and benefits of each option for discussion at the next meeting.	PM PM
15	Date of the Next Meeting: 19:00 14/07/20 via Zoom, or at The Hub if Covid-19 restrictions are lifted.	

Meeting Closed: 20:40



Neil Sinclair
Chairman
Dava Way Association