



4.17	Ref 12.4.3: (see Item 12.4.3 below)	
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 13.2.1: (see Item 13.2.1 below)	
4.21	Ref 13.2.2: (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)	
4.25	Ref 14.1: Action held over. PM will distribute a mileage claim form to each of the DWA volunteers who attended the work party on 08/08/20.	PM
5	<u>Treasurer's Report</u>	
5.1	PB reported that a balance of £7,461.92 is in the DWA account.	
5.2	Significant Income: £ Nil	
5.3	Significant Expenditure: £ 123.94 to Moray Council; signs for Grantown-On-Spey square. £ 105.34 to MacGregors Industrial Supplies; Roundup herbicide.	
5.4	Anticipated Income: £ Nil	
5.5	Anticipated Expenditure (from DWA funds): £ Nil	
5.6	Anticipated Expenditure (covered by external funding): £ Nil	
6	<u>Correspondences</u>	
6.1	<b>To the Secretary</b> MC reported that NS contacted him to report damage caused to the DW during the installation of a new water supply to Edinkillie Village Hall. MC forwarded the information to A Laing at Logie Estates. A Laing has requested a copy of the Sustrans standard for path construction so it can be brought to the attention of the contractor and the path restored. MC will send A Laing a copy of the Sustrans standard for path construction.	MC
6.2	<b>Other Correspondence</b> (Nothing to report)	
7	<u>Feedback</u>	
7.1	<b>Footfall Counters</b> MC reported the following readings: Dunphail – 21/06/17 to 06/08/20 9,211 (16,284 – 7073) Lochenoun (not read) Lynmore (not read) Dallas Dhu – 15/03/15 to 06/08/20 129,983 walkers (267,302 – 137,319) 19,353 cyclists ( 26,876 – 7,523)	
7.2	<b>Other</b> ; email, Facebook, etc. NS reported that one member of the DWA Facebook group <a href="#">Friends of the Dava Way</a> is using their posts to advertise face creams for sale. He proposed that group membership should be revoked for that person. Agreed unanimously. MC will revoke group membership of the person.	MC

8 8.1	<u>Dava Way Merchandise</u> <b>Sales and Stock</b>  Companions (NT)            427                      Badges (MC)                      20  Companions (NS)            86	
9 9.1 9.1.1 9.1.2 9.1.3 9.2 9.3 9.4 9.5 9.6 9.6.1 9.6.2	<u>Dava Way Path Works</u> <b>Unplanned Work Since Last Meeting</b> 9.1.1 PB reported that on 26/08/20 he carried out grass cutting on the section of the DW between the Clashdhu Crossing and Muir of Logie. 9.1.2 MC reported that on 06/09/20 he carried out grass cutting on the Lynmore Bypass. 9.1.3 MC reported that RR treated some Japanese Knotweed adjacent to the DW at Edinkillie. <b>Planned Work Since Last Meeting</b> Ref 9.6.1: NS reported that the DWA work party scheduled for 12/09/20 was cancelled due to an increase in Covid-19 restrictions. Action closed. <b>Signage</b> Ref 9.3: Action held over until Covid-19 restrictions lifted. PB will arrange for the collection and installation of the brown tourism signage for Grantown-On-Spey town centre. <b>Tooling and Equipment</b> Ref 9.4.1: PB reported that he has distributed a copy of the spreadsheet to other DWA custodians. Action closed. Ref 9.4.1: Action held over. All custodians will, when possible, record the DWA tools and equipment that they hold. <b>Gatepost Replacement</b> Ref 9.5: Action held over. PM will research the relative costs and benefits of using longer lasting materials, such as oak or galvanised steel, to replace the rotting gatepost at Glaschoil Farm, north of Lynmore. The options will be discussed at the next meeting. <b>Priorities for Next Work Party and Mini Work Parties</b> 9.6.1 NS proposed that the next work party should be held 10/10/20, subject to Covid-19 restrictions in force at the time. Agreed unanimously. PM will organise the next work party, deciding on suitable tasks nearer the date. 9.6.2 Ref 9.6.2: Action held over. PM or NS will treat the oak benches with teak oil when possible.	       PB   MC, NS, PB, PM   PM   PM  PM/NS
10 10.1 10.2 10.3	<u>Health and Safety</u> <b>Review of DWA Health and Safety Management System</b> 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. <b>First Aid Kits</b> The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed. <b>Injury Reports and Incidents</b> (Nothing to report)	   TT

11	<u>Dava Way Publicity</u>	
11.1	<b>Local, Regional and National Publications</b> Ref 11.1: Action held over. MC will submit an article about the work of the DWA and the contribution made by Bruno Cawley; Bruno's memorial plaque has been installed.	MC
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> NS reported that the Funderne Development Trust (FDT) are continuing their research into options for the update and continued management of both the DWA and FDT websites.	
12	<u>Funding Opportunities</u>	
12.1	<b>Funderne Development Trust</b> NS reported that the FDT has the lead regarding the rebranding project. DWA-FDT discussions about a project to improve the ramp at Dallas Dhu are continuing, with an initial approach to Historic Environment Scotland planned. A better ramp would improve disabled access and make it easier to get machinery onto the DW at that point.	
12.2	<b>Tesco Bags of Help</b> 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
12.3	<b>Money for Moray</b> Ref 12.3: Action held over until Covid-19 restrictions lifted. The <a href="#">Money for Moray</a> organisers will contact all successful applicants in due course, to 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	<b>Other Sources of Funding</b>	
12.4.1	Ref 12.4.1: Action held over. NS will look for appropriate funding sources on the <a href="#">Funding Scotland</a> 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 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 <a href="#">KBM Charity Fund</a> , 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 <a href="#">Small Grants Scheme</a> .	NS
13	<u>Review of the DWA Constitution</u>	
13.1	<b>Two-person Authorisation for Online Banking</b> Ref 13.1: Action held over. 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	<b>Financial Protection</b>	
13.2.1	Ref 13.2.1: Action held over. All DWA Trustees will consider the risks raised in the document " <a href="#">GUIDANCE: Internal financial controls for charities</a> " and whether the financial controls at clauses 109 to 121 should be adopted by the DWA.	DWA Trustees
13.2.2	Ref 13.2.2: 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	<b>AMM Actions</b>	
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>Arrangements for the DWA AMM</u> Various options for holding or postponing the DWA Annual Members Meeting (AMM), scheduled for 03/11/2020, were discussed. NS proposed that guidance be sought from the Office of the Scottish Charities Regulator (OSCR) about how to hold the AMM safely during Covid-19 restrictions. Agreed unanimously. MC will seek advice from OSCR.	MC
15	<u>AOCB</u> (Nothing to report)	
16	Date of the Next Meeting: 19:00 13/10/20 via Zoom, or at The Hub if Covid-19 restrictions are lifted.	

Meeting Closed: 19:50



Neil Sinclair  
Chairman  
Dava Way Association