



4.29	Ref 15.2: NS reported that he has signed up the DWA to the <a href="#">FACT Volunteer Participation Scheme</a> . Action closed.	
5 5.1  5.2  5.3  5.4  5.5  5.6	<p><u>Treasurer's Report</u></p> <p>NS reported from PB's notes that a balance of £18,067.09 is in the DWA account.</p> <p>Unrestricted Funds: £ 12,067.09</p> <p>Restricted Funds: £ 5,000.00 grant from Places Called Home; for Dallas Dhu Ramp project. £ 1,000.00 grant from Tesco Bags for Life; for purchase of tools/equip.</p> <p>Significant Income: £ 5,000.00 donation from the Folio Trust. £ 100.00 individual donation.</p> <p>Significant Expenditure: £ Nil</p> <p>Anticipated Income: £ 1,000.00 grant from Give Back with Bell's; for purchase of tools/equip. £ 500.00 donation from Bruno Cawley's will.</p> <p>Anticipated Expenditure (from DWA funds): £ 180.00 to Yellow Cherry Digital; training and website fix.</p> <p>Anticipated Expenditure (covered by external funding): £ Nil</p>	
6 6.1 6.1.1  6.1.2	<p><u>Correspondences</u></p> <p><b>To the Secretary</b></p> <p><u>Osprey Bus Drivers</u> MC reported that he has received an email from the Osprey Bus coordinator requesting that nominated drivers complete a driver registration form. RR and PM were identified as the nominated drivers. MC will forward the email to RR and PM for their action.</p> <p><u>Ourack Wind Farm</u> MC reported that he received an email from the Cairngorms National Park Authority (CNPA) inviting the DWA to participate in a meeting with the <a href="#">Ourack windfarm</a> developer on 06/12/21, at which their proposal for a bypass of the bridge at Lady Catherine's Halt would be discussed. The developer provided a copy of the bypass proposal prior to the meeting, outlining their plan to cut an access through the railway embankment a short distance south of Lady Catherine's Halt, through which the temporary bypass track would be routed. It was noted from the associated Environmental Impact Assessment (EIA) that the bypass would be required for between 18 and 24 months. An extraordinary meeting of the DWA BoT was held at The Hub 30/11/21 to discuss the DWA response to this proposal. It was decided that the DWA would not oppose the proposal, but provisions to enable the Dava Way to remain open would be required, along with an assurance that the embankment would be reinstated using current standards for highway embankment construction and compaction. MC would represent the DWA at the meeting with the windfarm developer. MC reported the following points from the meeting with the developer:</p> <ul style="list-style-type: none"> <li>• The cutting will be a "temporary measure"; however, it could have to be in place for 18 months.</li> <li>• Permanent road re-alignment has been considered but rejected as an option for now.</li> </ul>	MC/RR/PM

<p>6.1.3</p>	<ul style="list-style-type: none"> <li>• Construction of the wind farm could take up to 24 months.</li> <li>• No decisions yet on whether all materials would be brought at one time (but unlikely).</li> <li>• Any closure of the DW would require a Section 11 Order. Closure for up to 6 days could be "local" (CNPA/Highland Council) decision but a closure greater than 6 days would require ministerial sign off.</li> <li>• Temporary closures while turbine blades were being manoeuvred past the DW (circa 1 hour) would be acceptable.</li> <li>• It was suggested that the DWA could live with the embankment being permanently removed, provided the slopes were suitable and safe for all users to negotiate (including people with disabilities).</li> <li>• The CNPA representative was very supportive and backed up the concern that the DW was a well-established and well used path that the CNPA saw as one of their important access routes.</li> <li>• The meeting was positive and MC sensed opportunities for, say, the Dava Bypass and/or improved surfaces to be built as compensation.</li> <li>• There are also plans for track improvements at Dava, to provide access to the windfarm site.</li> <li>• More detailed plans and proposals are expected Dec '21 or Jan '22.</li> </ul> <p>MC will monitor progress.</p> <p><u>DW Leaflet Request</u></p> <p>MC reported that he has received an email from <a href="#">Outfit Moray</a> requesting copies of the DW information leaflet for distribution. NT will provide MC with 200 leaflets from his stock. MC will deliver the leaflets to Outfit Moray.</p>	<p>MC</p> <p>NT/MC</p>								
<p>7</p> <p>7.1</p> <p>7.2</p>	<p><u>Feedback</u></p> <p><b>Footfall Counters</b></p> <p>MC reported the following readings:</p> <p>Lochenoun – 13/11/15 to 09/12/21 21,995 (22,061 – 66)</p> <p>Dunphail – 21/06/17 to 16/11/21 11,600 (18,673 – 7073)</p> <p>Lynmore (not read)</p> <p>RR reported the following readings:</p> <p>Dallas Dhu – 15/03/15 to 08/12/21 164,430 walkers (301,749 – 137,319) 25,569 cyclists ( 33,092 – 7,523)</p> <p><b>Other</b>; email, Facebook, etc. (Nothing to report)</p>									
<p>8</p> <p>8.1</p> <p>8.2</p>	<p><u>Dava Way Merchandise</u></p> <p><b>Sales and Stock</b></p> <table data-bbox="239 1769 1276 1881"> <tr> <td>Companions (NT)</td> <td>47</td> <td>Badges (MC)</td> <td>16</td> </tr> <tr> <td>Companions (NS)</td> <td>43</td> <td></td> <td></td> </tr> </table> <p>8.2 NT noted that the DW Companion is selling well and there is about one year of stock remaining. He suggested that it may be time to consider a reprint. TT noted that the Moray Way Guide is due to be published in Spring '22, so it may be best to see if that effects DW Companion sales first. NT will monitor sales and review the situation in Autumn '22.</p>	Companions (NT)	47	Badges (MC)	16	Companions (NS)	43			<p>NT</p>
Companions (NT)	47	Badges (MC)	16							
Companions (NS)	43									

9	<u>Dava Way Path Works and Projects</u>	
9.1	<p><b>Unplanned Work Since Last Meeting</b></p> <p>MC reported that on 05/12/21, following Storm Arwen, he and Doug Hartley carried out a cycle survey of the DW from Forres to the Bantrach Cutting. PB reported that he carried out a similar survey on foot. TT reported that he carried out a survey from Grantown-on-Spey north to Lady Catherine's Halt. Three downed trees were identified, and these have since been removed by Greg McAulay.</p>	
9.2	<p><b>Planned Work Since Last Meeting</b></p> <p>Ref 9.3.1: TT reported that the following tasks were completed at the work party held on 13/11/21:</p> <ul style="list-style-type: none"> <li>• Dunphail Bypass <ul style="list-style-type: none"> <li>○ Used blower to remove accumulated leaf fall off path surface.</li> <li>○ Scraped vegetation from path edges where required, ready for spraying with herbicide in the Spring.</li> <li>○ Cleared ditches and culverts adjacent to the path.</li> </ul> </li> <li>• Sluggan Burn Embankment <ul style="list-style-type: none"> <li>○ Used blower to remove accumulated leaf fall off path surface.</li> <li>○ Cleared ditches and culverts adjacent to the path.</li> </ul> </li> </ul> <p>Action closed.</p>	
9.3	<b>Priorities for Next Work Party and Mini Work Parties</b>	
9.3.1	<p>TT proposed that the following tasks should be carried out at the next work party, scheduled for 11/12/21:</p> <ul style="list-style-type: none"> <li>• Aucheorn Cutting <ul style="list-style-type: none"> <li>○ Use blower to remove accumulated leaf fall from path surface.</li> <li>○ Clear vegetation and strim grass.</li> <li>○ Clear ditches and culverts adjacent to the path.</li> </ul> </li> </ul> <p>TT will make the necessary arrangements.</p>	
9.3.2	Ref 9.3.2: Action held over. PM or NS will treat the oak benches with teak oil when possible.	TT PM/NS
9.3.3	Ref 9.3.3: Action held over. NS will treat the small area of rot on the planking of the smaller bridge on the Lynmore Bypass.	NS
9.3.4	Ref 9.3.4: Action held over. NS will inspect the damage to the nose of the Dragon sculpture and see what can be done to repair it.	NS
9.4	<p><b>Signage</b></p> <p>NS reported that he now has two waymarkers requiring refurbishment and reinstallation; one from the pathway between Mannachie Rise and Loch View and one from the corner of Burdsyard Road and Sanquhar Road. TT noted that there is also a waymarker missing from the location adjacent to the roundabout at the bottom of Tolbooth Street in Forres. PB noted that he has a spare waymarker post. PB will pass the spare waymarker post to NS. NS will refurbish the three waymarker posts, then reinstall them using Postcrete.</p>	PB/NS
9.5	<b>Tooling and Equipment</b>	
9.5.1	Ref 9.5.1: Action held over. In February/March 2022, TT, PB and PM will identify works suitable for a week-long digger trial, arrange a work party and hire-in a digger.	TT/PB/PM
9.5.2	Ref 9.5.2: Action held over. MC will phone Hamish Hope at Altyre Estate to discuss options for the disposal of spoil from the drainage and path surface improvement works in the Clashdhu Cutting.	MC

9.6	<p><b>DW Information Boards Replacement Project</b> (joint project with FDT)  Ref 9.6.1: NS reported that he has raised the question of Finderne Development Trust (FDT) funding for the replacement of the DW information boards. Action closed.  FDT have asked NS to submit a detailed proposal with estimated costs. NS will collate this information and submit it to FDT.</p>	NS
9.7	<p><b>Dallas Dhu Access Ramp Improvement Project</b>  Ref 9.7.1: MC will confirm support for the ramp project from Historic Environment Scotland (HES) and Altyre Estate, then seek to engage a professional designer to carry out the detailed design (specification, drawings, bill of quantities) and planning approval work using the funding from Places Called Home.</p>	MC
9.8	<p><b>Mannachie Avenue Access Ramp Handrail Project</b>  Ref 9.8.1: Action held over. PM will arrange a mini work party to sort and assess the materials removed from the Mannachie Ramp handrail, to ascertain what additional materials would be required to reinstate the handrail and at what cost.</p>	PM
9.8.2	<p>Ref 9.8.2: The following options were discussed:</p> <ul style="list-style-type: none"> <li>• Option 1. Leave the ramp without a handrail, repair the steps and tidy the site.</li> <li>• Option 2. DWA reinstate the handrail (see 9.8.1 above), repair the steps and tidy the site.</li> <li>• Option 3. Employ a contractor to widen the path to enable access by vehicles with materials/equipment (if required), scrape and resurface the path surface, replace the ramp handrail and repair the steps. DWA to tidy the site.</li> </ul> <p>It was decided by a majority vote that the handrail should be reinstated; Option 2. Action closed.</p>	PM
9.8.3	<p>PB suggested that a <a href="#">KeyClamp</a> galvanised steel handrail may prove to be a longer lasting and more cost-effective alternative to timber. PB will research the comparative costs involved in using KeyClamp components.</p>	PB
9.8.4	<p>TT will arrange for the Mannachie Avenue ramp and steps to be tidied as part of the work party scheduled for 08/01/22.</p>	TT
9.9	<p><b>AJ's Bridge Improvement Project</b>  Ref 9.9.4: The following options were discussed:</p>	
9.9.1	<ul style="list-style-type: none"> <li>• Option 1. Purchase and fit plastic non-slip panels supplied by AJ Engineering at a cost of £1,000 plus fastenings.</li> <li>• Option 2. Purchase and fit GRP non-slip panels supplied by NonSlipShop.co.uk at a cost of £988.19 plus fastenings.</li> <li>• Option 3. Purchase and fit non-slip decking boards supplied by Keith Builders Merchants at a cost of £606 including fastenings.</li> <li>• Option 4. Do nothing to the current bridge and obtain a detailed design and planning approval for a replacement multi-user bridge.</li> </ul> <p>It was decided unanimously that plastic non-slip panels supplied by AJ Engineering should be fitted; Option 1. Action closed</p>	
9.9.2	<p>NS will contact AJ Engineering to order the appropriate number of panels, then research what fastenings are required to secure them.</p>	NS

9.10	<b>Dava Way Upgrade Project Plan</b>			
9.10.1	<p>Ref 9.10.1: TT reported that he is now concentrating on two of the four identified improvement project phases.</p> <p><u>Dava Bypass Project Phase</u>. TT has surveyed four suggested options for rerouting the Dava Bypass, but only one is actually viable. The next step is a preliminary consultation with the landowners and Dava residents to obtain their opinions on the proposed route.</p> <p><u>South Project Phase</u>. TT has produced a PowerPoint presentation that provides an overview of the DW Upgrade Project Plan, with details of what is proposed for the South Project Phase. He showed a range of slides from the presentation, describing the standard core works required for cuttings, embankments, bridges, balustrades (where required) and ramps. The next step is a meeting with CNPA so they are aware of what is proposed; this information is to be incorporated into their new Strategic Infrastructure Plan.</p>			TT
9.10.2	<p>Ref 9.10.2: Action held over. MC and MS will update the DWA Strategic Business Plan to include a funding strategy for the DW Upgrade Project Plan.</p>			MC/MS
10	<u>Health and Safety</u>			
10.1	<b>Review of DWA Health and Safety Management System</b>			
10.1.1	<p>Ref 10.1.1: PB reported that his colleague will not be producing risk assessments and method statements for the DWA as this task has proved much larger than he originally envisaged. Action closed.</p>			
10.1.2	<p>Ref 10.1.2: MC showed the simplified DWA Health and Safety Policy document that he has produced, then described its operation. Action closed.</p> <p>MC requested that all the DWA Trustees review the document and pass any comments to him for collation and discussion at the next meeting.</p>			All
10.1.3	<p>MC proposed that the next step is to identify the core tasks carried out by the DWA, the risks involved and appropriate control methods. Agreed unanimously. MC will organise a series of ad hoc meetings where these items may be discussed and added to the DWA Health and Safety Policy.</p>			MC
10.2	<p><b>First Aid Kits</b></p> <p>The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.</p>			
10.3	<p><b>Injury Reports and Incidents</b></p> <p>(Nothing to report)</p>			
10.4	<p><b>First Aid Training</b></p> <p>Ref 10.4: Action held over. NS will arrange Emergency First Aid at Work (EFAW) training for four DWA trustees/volunteers at one of the following providers:</p>			NS
	Provider	Emergency First Aid at Work (1 day)	Outdoor First Aid (2 or 3 days)	
	<a href="#">Outfit Moray</a>	£65 per person	£130 per person	
	<a href="#">ACE Adventures</a>	£50 per person	£165 per person	
	<a href="#">Moray College</a>	£85 per person	£ 220 per person	
	<a href="#">Moray Firth Training Group</a>	£95 per person	£290 per person	



11	<u>Dava Way Publicity</u>	
11.1	<b>DWA Website</b>	
11.1.1	Ref 11.1.1: NS reported that he, MC, NT, and Craig Barron have now received one session of website management training from Yellow Cherry Digital (YCD). NS will organise attendance at the second session, TBD.	NS
11.1.2	MC noted that the web tool enabling access for updating the DWA website is running very slowly and is virtually unusable. He is discussing this issue with YCD.	MC
11.2	<b>DWA Facebook Group</b> (Nothing to report)	
11.3	<b>Local, Regional and National Publications</b>	
11.3.1	Ref 11.3.1: Action held over. NS will provide MC with details of the contribution made by Bruno Cawley.	NS
11.3.2	Ref 11.3.2: Action held over. MC will submit an article about the work of the DWA and the contribution made by Bruno Cawley, now that Bruno's memorial plaque has been installed. The article will be expanded to cover the recent deaths of DWA members Bill McRitchie and Hugh Kidd, and the award of £1,000 from the Tesco Community Grants scheme. MC noted that he has arranged a visit to Bruno's Bench with Bruno's daughter, to take a photo that will be submitted with the article.	MC
11.3.3	Ref 11.3.3: Action held over. MC will contact the local Tesco store to ask if they would like to participate in publicity around the leaf blower, purchased with some of the money received from the Tesco Community Grants (formerly Tesco Bags of Help) funding scheme.	MC
11.4	<b>External Websites and Social Media.</b> Ref 11.4: Action held over. MC has contacted the administrator of the <a href="#">VisitForres</a> website and app to arrange for promotion of the Dava Way (DW), with links to the DWA website. He is awaiting their response.	MC
12	<u>Funding Opportunities</u>	
12.1	<b>Tesco Bags of Help</b>	
12.1.1	MC will ensure that the DWA comply with the Terms and Conditions of the Tesco Bags of Help scheme and submit the Project Completion Report once the grant has been spent, as requested by Groundworks in their award letter.	MC
12.1.2	MC will confirm with Groundworks whether it is alright to claim the leaf blower purchase against the Tesco Bags of Help grant, as the purchase was made after the award notification but before the monies were received.	MC
12.2	<b>Give Back with Bell's</b> Ref 12.2. Action held over. MC will contact Groundworks and secure the £1,000 grant from the Give Back with Bell's funding scheme.	MC
12.3	<b>Places Called Home</b> NT will ensure that the DWA comply with the <a href="#">Terms and Conditions</a> of the <a href="#">Places Called Home</a> scheme, as requested in the award email.	NT
12.4	<b>Money for Moray</b> Ref 12.4. Action held over. NT reported that the bid for grant funding, submitted in Nov '21 to the <a href="#">Money for Moray</a> scheme, for improvements to the Dallas Dhu Ramp, will be open to on-line voting by the public in April and May '22. Marketplace events to showcase the projects will take place in Moray West and East in April. NT will monitor the progress of the bid; a maximum of £4,000 per application is available.	NT
12.5	<b>Moray Council Developer Obligations</b> Ref 12.5: NS will monitor the progress of the bid for grant funding made to the Moray Council <a href="#">Developer Obligations</a> programme, to be used for	

12.6	improvements to the Dallas Dhu Ramp; a maximum of £5,000 per application is available. <b>Scottish Forestry Community Fund</b> Ref 12.6: MC will monitor the progress of the bid for grant funding made to the <a href="#">Scottish Forestry Community Fund</a> , to cover DWA volunteer first aid training costs.	NS  MC
12.7	<b>Other Sources of Funding</b> (Nothing to report)	
13	<u>DWA Annual Members' Meeting</u>	
13.1	PB circulated a draft copy of the DWA Trustees Annual Report (TAR) via email a few days prior to the meeting. PB proposed that the DWA Trustees approve the TAR. The TAR was approved unanimously. PB will submit the TAR to the DWA accountant, Gordon Scott, for audit and sign off.	PB
13.2	The DWA Annual Members Meeting (AMM) is to be held in the Forres Tennis Club clubhouse on 13/01/22. Clause 34 of the DWA Constitution states "At least 14 clear days' notice must be given of any AMM or any special members' meeting". MC will send out the AMM invitation to the DWA members and volunteers.	MC
14	<u>DWA Annual Dinner</u> Ref 15.1.2: NS noted the current Scottish Government Covid-19 guidance and proposed that the annual dinner be postponed. MC confirmed that the event had not been publicised, nor invitations issued, prior to the change in Covid-19 guidance. Agreed unanimously. Action closed.	
15	<u>DW Ghost Train Walk 2022</u>	
15.1	NS confirmed that the DW Ghost Train Walk (GTW) would be held overnight 18/06/22 to 19/06/22.	
15.2	Ref 14.3: Action held over. An appropriate amount for the 'minimum charitable donation' expected from participants is to be set at the next meeting.	All
15.3	PB will investigate bus capacity and costs with regards to Covid-19 guidance on transportation.	PB
15.4	MC will contact COTAG and the 1 <sup>st</sup> Forres Scouts so they have advanced notice of the GTW event.	MC
15.5	Ref 14.4: Action held over. MC will revise the Project Planning spreadsheet in readiness for the 2022 event, then delegate tasks as appropriate.	MC
16	<u>AOCB</u> (Nothing to report)	
17	Date of the Next Meeting: 19:00 08/02/22, at The Hub.	

Meeting Closed: 21:30



Neil Sinclair  
Chairman  
Dava Way Association