

6	<u>Matters Arising from the meeting 09/12/21</u>	
6.1	Ref 6.1.1: MC reported that he forwarded the Osprey Bus driver registration email to RR and PM for their action. RR and PM have completed and returned a driver registration form. Action closed.	
6.2	Ref 6.1.2: Action held over. MC reported that there has been no further communication from the Ourack windfarm developer. MC will continue to monitor progress.	MC
6.3	Ref 6.1.3: MC reported that NT provided him with 200 leaflets from his stock and these have been delivered to Outfit Moray. Action closed.	
6.4	Ref 8.2: (See Item 10.2 below)	
6.5	Ref 9.3.1: (See Item 11.2.1 below)	
6.6	Ref 9.3.2: (See Item 11.3.2 below)	
6.7	Ref 9.3.3: (See Item 11.3.3 below)	
6.8	Ref 9.3.4: (See Item 11.3.4 below)	
6.9	Ref 9.4: (See Item 11.4.1 below)	
6.10	Ref 9.5.1: (See Item 11.5.1 below)	
6.11	Ref 9.5.2: (See Item 11.5.2 below)	
6.12	Ref 9.6: (See Item 11.6 below)	
6.13	Ref 9.7: (See Item 11.7 below)	
6.14	Ref 9.8.1: (See Item 11.8.1 below)	
6.15	Ref 9.8.3: (See Item 11.8.2 below)	
6.16	Ref 9.8.4: (See Item 11.2.2 below)	
6.17	Ref 9.9.2: (See Item 11.9 below)	
6.18	Ref 9.10.1: (See Item 11.10.1 below)	
6.19	Ref 9.10.2: (See Item 11.10.3 below)	
6.20	Ref 10.1.2: (See Item 12.1.1 below)	
6.21	Ref 10.1.3: (See Item 12.1.2 below)	
6.22	Ref 10.4: (See Item 12.4.1 below)	
6.23	Ref 11.1.1: (See Item 13.1.1 below)	
6.24	Ref 11.1.2: (See Item 13.1.2 below)	
6.25	Ref 11.3.1: (See Item 13.3.1 below)	
6.26	Ref 11.3.2: (See Item 13.3.2 below)	
6.27	Ref 11.3.3: (See Item 13.3.3 below)	
6.28	Ref 11.4: (See Item 13.4 below)	
6.29	Ref 12.1.1: (See Item 14.1.1 below)	
6.30	Ref 12.1.2: (See Item 14.1.2 below)	
6.31	Ref 12.2: (See Item 14.2.1 below)	
6.32	Ref 12.3: (See Item 14.3 below)	
6.33	Ref 12.4: (See Item 14.4.1 below)	
6.34	Ref 12.5: (See Item 14.5 below)	
6.35	Ref 12.6: (See Item 14.6 below)	
6.36	Ref 13.1: (See Item 15.1 below)	
6.37	Ref 13.2: (See Item 15.2 below)	
6.38	Ref 15.2: (See Item 16.2 below)	
6.39	Ref 15.3: (See Item 16.3 below)	
6.40	Ref 15.4: (See Item 16.4 below)	
6.41	Ref 15.5: (See Item 16.6 below)	

<p>7 7.1 7.2 7.3 7.4 7.5 7.6</p>	<p><u>Treasurer's Report</u> PB reported that a balance of £20,331.48 is in the DWA account. Unrestricted Funds: £ 13,331.48 Restricted Funds: £ 5,000.00 Places Called Home grant; for Dallas Dhu Ramp project. £ 1,000.00 Tesco Bags for Life grant; for purchase of tools/equip. £ 1,000.00 Give Back with Bell's grant; for purchase of tools/equip. Significant Income: £ 1,000.00 Give Back with Bell's grant. £ 500.00 gift from Bruno Cawley's will. £ 350.00 3 x individual donations. £ 240.00 Moray Way Ultras donation. £ 434.94 HMRC; gift aid. Significant Expenditure: £ 216.00 Yellow Cherry Digital; website work and WordPress training. £ 216.45 Pete Mitchell; annual expenses. Anticipated Income: £ Nil Anticipated Expenditure (from DWA funds): £ Nil Anticipated Expenditure (covered by external funding): £ Nil</p>	
<p>8 8.1 8.1.1 8.1.2 8.2</p>	<p><u>Correspondences</u> To the Secretary <u>Craft Whisky Distillery Dunphail</u> MC reported that the steadings at Wester Greens, Dunphail are to be redeveloped as a craft Scotch whisky distillery; planning application 21/00045/APP. He has been contacted by company partner Matt McKay to tentatively discuss using the name 'The Dava Way' for some of their product. MC added that the initial discussions were positive and could prove beneficial to both organisations. A formal proposal may be submitted in due course. <u>The Grantown Society</u> MC reported that The Grantown Society (TGS) have invited the DWA to do a presentation on the Dava Way (DW) at their 'Trails Forum' on 18/03/22; an exhibition involving as many walking groups and organisers as possible, with a core of three or four talks about walks in the area. MC and NS volunteered to attend the event and provide a presentation. Other Correspondence (Nothing to report)</p>	<p>MC/NS</p>
<p>9 9.1</p>	<p><u>Feedback</u> Footfall Counters MC reported the following readings: Lochenoun – 13/11/15 to 02/02/22 22,157 (22,223 – 66) Dunphail – 21/06/17 to 31/01/22 11,623 (18,696 – 7073) Lynmore (not read)</p>	

9.2	<p>Dallas Dhu – 15/03/15 to 31/01/22 167,022 walkers (304,341 – 137,319) 25,895 cyclists (33,418 – 7,523) Other; email, Facebook, etc. (Nothing to report)</p>									
10 10.1	<p><u>Dava Way Merchandise</u> Sales and Stock</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Companions (NT)</td> <td style="width: 10%; text-align: center;">37</td> <td style="width: 30%;">Badges (MC)</td> <td style="width: 10%; text-align: center;">16</td> </tr> <tr> <td>Companions (NS)</td> <td style="text-align: center;">42</td> <td></td> <td></td> </tr> </table>	Companions (NT)	37	Badges (MC)	16	Companions (NS)	42			
Companions (NT)	37	Badges (MC)	16							
Companions (NS)	42									
10.2	<p>Ref 8.2: Action held over. NT will monitor sales of the Moray Way Guide and DW Companion, then advise in Autumn '22 whether another print run of the DW Companion is needed.</p>	NT								
11 11.1 11.1.1 11.1.2 11.2 11.2.1 11.2.2 11.3 11.3.1	<p><u>Dava Way Path Works and Projects</u> Unplanned Work Since Last Meeting</p> <p>11.1.1 PB and PM reported that they carried out walking surveys of the DW on 17/12/21 and 25/12/21 respectively. No trees down, but there are problems with the drainage at Bantrach Cutting, Cairn Eney Cutting and the ditch adjacent to the Bogeney track junction.</p> <p>11.1.2 MC reported that he carried out a cycle survey for storm damage to the DW on 31/01/21 and 02/02/22 from Forres to the Bantrach Cutting and Grantown-on-Spey to the Bantrach Cutting respectively. A number of downed trees were found and these have since been removed by either Greg McAulay or estate workers.</p> <p>Planned Work Since Last Meeting</p> <p>11.2.1 Ref 9.3.1: TT reported that the following tasks were completed at the work party run by PB on 11/12/21:</p> <ul style="list-style-type: none"> • Auchearn Cutting <ul style="list-style-type: none"> ○ Used blower to remove accumulated leaf fall from path surface. ○ Cleared vegetation and strim grass. ○ Cleared ditches and culverts adjacent to the path. <p>Action closed.</p> <p>11.2.2 Ref 9.8.4: TT reported that the following tasks were completed at the work party run by NS on 08/01/22:</p> <ul style="list-style-type: none"> • Mannachie Ramp <ul style="list-style-type: none"> ○ Used blower to remove accumulated leaf fall from path surface. ○ Cleared vegetation and strimmed grass. ○ Scraped accumulated natural off path and widened where needed. ○ Scraped accumulated natural off steps adjacent to the ramp. <p>Action closed.</p> <p>Priorities for Next Work Party and Mini Work Parties</p> <p>11.3.1 TT proposed that the following tasks should be carried out at the next work party, scheduled for 12/02/22:</p> <ul style="list-style-type: none"> • Dallas Dhu Embankment <ul style="list-style-type: none"> ○ Clear and chip encroaching gorse and broom from the path section between the flood defence bund and access track from Mannachie Farm. 									

	<ul style="list-style-type: none"> ○ Use blower to remove debris from the path surface. 	NS
11.3.2	NS will make the necessary arrangements. Ref 9.3.2: Action held over. PM or NS will treat the oak benches with teak oil when possible.	PM/NS
11.3.3	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
11.3.4	Ref 9.3.4: Action held over. NS will inspect the damage to the nose of the Dragoon sculpture and see what can be done to repair it.	NS
11.4	Signage	
11.4.1	PB reported that he could not locate the spare waymarker post. He is assuming that it must have been used elsewhere. TT suggested that PM may have a spare waymarker available. Ref 9.4: Action held over. NS will refurbish three waymarker posts, then arrange a mini work party to reinstall them using Postcrete at: <ul style="list-style-type: none"> • The pathway between Mannachie Rise and Loch View. • The corner of Burdsyard Road and Sanquhar Road. • The corner of the grass area adjacent to the roundabout at the bottom of Tolbooth Street. 	NS
11.4.2	NS reported that one of the fingerposts adjacent to the A940 at Dava had been blown down in the storms. It has been recovered and is with NS awaiting repair. NS noted that PM has the fingerpost recovered from Woodside. NS will obtain the Woodside fingerpost and two galvanised steel bases from PM, repair the base of each fingerpost then arrange a mini work party to reinstall them.	NS
11.5	Tooling and Equipment	
11.5.1	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
11.5.2	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
11.5.3	TT reported that Carlo Miele has offered to demonstrate the capabilities of the Solis 26 HST compact tractor with loader, bucket and backhoe that he purchased from North East Plant Sales at Potterton, near Aberdeen. Unfortunately, he does not have a trailer on which to transport the tractor, so a suitable job would need to be identified on the Dava Way in the vicinity of Rafford. Something to keep in mind for a future work party.	
11.6	DW Information Boards Replacement Project (joint project with FDT) Ref 9.6: Action held over. NS will submit a detailed proposal with estimated costs to Finderne Development Trust (FDT). PB suggested that adding 20% to the estimates obtained previously would provide a reasonably accurate estimate of the current costs.	NS
11.7	Dallas Dhu Access Ramp Improvement Project Ref 9.7: 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.	MC
11.8	Mannachie Avenue Access Ramp Handrail Project	
11.8.1	Ref 9.8.1: See Item 11.8.2 below. Action closed.	

11.8.2	Ref 9.8.3: PB reported that he has ruled out the KeyClamp system for the handrail as it would require the laying of concrete foundation along the edge of the ramp. Action closed.	
11.8.3	PB noted that materials prices are currently quite volatile but estimated the material cost for an appropriate timber post and rail fence 70 metres in length at about £2,250. A recycled plastic alternative would last longer but it would cost double the price of the timber option. Postcrete currently costs £9 per bag and a cost for fixings would need to be added. TT stated that the original timber handrail was installed in 2006, so lasted for 15 years with minimal maintenance. He proposed that a timber replacement should be installed. Agreed Unanimously.	
11.8.4	NS noted that the DWA has a backlog of drainage works requiring their attention and proposed that he obtain quotations from three contractors for them to carry out the timber handrail installation works. If reasonable, a bid for funding could be submitted to the Berry Burn Community Fund , or similar. Agreed unanimously. PB will provide NS with a specification, then NS will request the quotes from local contractors. The next application deadline for the Berry Burn Community Fund is 09/05/22.	PB/NS
11.9	AJ's Bridge Improvement Project Ref 9.9.2: Action held over. NS will contact AJ Engineering to order the appropriate number of plastic non-slip panels at a cost of £1,000, then research what fastenings are required to secure them to the bridge deck.	NS
11.10 11.10.1	Dava Way Upgrade Project Plan Ref 9.10.1: TT reported that he had a 1½ hour virtual meeting with Adam Streeter-Smith (CNPA Recreation and Access Manager) and Liz Henderson (CNPA Infrastructure Manager) on 31/01/22. TT provided a presentation outlining what the DWA are looking to achieve through the DW Upgrade Project Plan and provided details of the proposed upgrades within the South Project. The meeting was very positive. CNPA are keen to support and guide the project work of the DWA where appropriate. Points raised were: <ul style="list-style-type: none"> • Suggestion to hold off on further consultation with community groups in the Grantown-on-Spey area, until evidence has been gathered from user groups; avoid unduly raising expectations. • The National Lottery preferred Business Plan format contains a section for 'market appraisal', where the DWA would be expected to provide evidence that we have researched our 'target market' (route users) and know what 'experience' they are expecting from the DW, improvements they would like to see, etc. The CNPA can help gather such evidence through path usage monitoring and visitor feedback. • Query whether it is necessary or desirable to have a quarry dust path surface throughout the South Project. Would drainage improvements and a scrape to remove accumulated natural from the trackbed surface suffice? What do our 'customers' want? • Suggestion that, when we are ready to bid for funding, we run the bid by Karen Derrick at Voluntary Action in Badenoch and Strathspey (VABS) as she is very experienced in putting together successful funding applications. Action closed.	

11.10.2	<p>Next steps:</p> <ul style="list-style-type: none"> • TT to complete a redraft of the DWA Strategic Business Plan into the format preferred by the National Lottery. • TT to work with CNPA to gather evidence from path users for the Business Plan 'market appraisal'. • MC to contact the Dava community and arrange a 'walkabout' to explore alternative routes for the Dava Bypass, which can then be discussed with the landowners and Local Authority Access Officers. • MC to obtain estimate from Designer, engaged to design the Dallas Dhu Ramp improvements, for costs involved in taking the Dava Bypass Project and South Project to 'shovel ready' state. 	TT TT MC MC
11.10.3	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.	MC/MS
12	<u>Health and Safety</u>	
12.1	Review of DWA Health and Safety Management System	
12.1.1	Ref 10.1.2: MC reported that he has received no requests to amend the simplified DWA Health and Safety Policy document. He proposed that the document be approved and adopted in its current format. Agreed unanimously. MC will present the simplified DWA Health and Safety Policy document to NS for him to sign off.	MC/NS
12.1.2	Ref 10.1.3: Action held over. MC will organise a series of ad hoc meetings to identify the core tasks carried out by the DWA, the risks involved and their appropriate control methods. These are to be added to the DWA Health and Safety Policy document.	MC
12.2	First Aid Kits	
12.2.1	The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.	
12.2.2	NS reported that it had been suggested to him that the DWA include a defibrillator in its first aid kit. A suitable unit would cost £1,194.00 to buy. The pads would require replacement every 4 years and the battery every 8 years. The DWA first aiders would also require specific training to be certified to use it. After consideration, the proposal was unanimously rejected.	
12.3	Injury Reports and Incidents (Nothing to report)	
12.4	First Aid Training	
12.4.1	Ref 10.4: NS reported that the next item negates the need for Emergency First Aid at Work (EFAW) training at a commercial provider. Action closed.	
12.4.2	NS reported that he has met with Dave Brown of the Morayvia Aviation Museum (MAM) to discuss a joint venture where the DWA and MAM would share the costs of maintaining the training/examination certification of a retired first aid instructor, and he would then provide first aid training to the organisations at cost. NS proposed that he should investigate the practicalities of this arrangement further. Agreed unanimously. NS will investigate the practicalities and costs involved in the proposed joint arrangement, then present his findings to the DWA Trustees.	NS
13	<u>Dava Way Publicity</u>	
13.1	DWA Website	
13.1.1	Ref 11.1.1: Action held over. MC reported that he has contacted Yellow Cherry Digital (YCD) to arrange a second session of website management training. MC is awaiting their response.	MC

13.1.2	Ref 11.1.2: Action held over. MC reported that he has contacted YCD about the problems with the DWA website. MC is awaiting their response.	MC
13.2	DWA Facebook Group (Nothing to report)	
13.3	Local, Regional and National Publications	
13.3.1	Ref 11.3.1: NS reported that he has provided MC with details of the contribution made by Bruno Cawley. Action closed.	
13.3.2	Ref 11.3.2: MC reported that he has submitted an article about the work of the DWA and the contribution made by Bruno Cawley. The article was 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. Action closed.	
13.3.3	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
13.4	External Websites and Social Media. Ref 11.4: Action held over. MC has contacted the administrator of the VisitForres website and app to arrange for promotion of the Dava Way (DW), with links to the DWA website. He is awaiting their response.	MC
14	<u>Funding Opportunities</u>	
14.1	Tesco Bags of Help	
14.1.1	Ref 12.1.1: Action held over. 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
14.1.2	Ref 12.1.2: Action held over: MC reported that he has contacted Groundworks to confirm 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. He is awaiting their response.	MC
14.2	Give Back with Bell's	
14.2.1	Ref 12.2. MC reported that he contacted Groundworks and secured the £1,000 grant from the Give Back with Bell's funding scheme. The monies are now in the DWA account. Action closed.	
14.2.2	MC will ensure that the DWA comply with the Terms and Conditions of the Give Back with Bell's scheme and submit the Project Completion Report once the grant has been spent, as requested by Groundworks in their award letter.	MC
14.3	Places Called Home Ref 12.3: Action held over. NT will ensure that the DWA comply with the Terms and Conditions of the Places Called Home scheme, as requested in the award email.	NT
14.4	Money for Moray Ref 12.4. Action held over. NT will monitor the progress of the DWA bid to the Money for Moray scheme, for improvements to the Dallas Dhu Ramp. On-line voting will be opened to the public in April and May '22. Marketplace events to showcase the projects will take place in Moray West and East in April. A maximum of £4,000 per application is available.	NT

14.5	Moray Council Developer Obligations Ref 12.5: NS will monitor the progress of the bid for grant funding made to the Moray Council Developer Obligations programme, to be used for improvements to the Dallas Dhu Ramp; a maximum of £5,000 per application is available.	NS
14.6	Scottish Forestry Community Fund Ref 12.6: MC reported that he has received no response from the administrator of the Scottish Forestry Community Fund . Action closed.	
14.7	Other Sources of Funding (Nothing to report)	
15	<u>DWA Annual Members' Meeting</u>	
15.1	Ref 13.1: PB reported that he submitted the TAR to the DWA accountant, Gordon Scott, for audit and sign off. Action closed.	
15.2	Ref 13.2: MC reported that he sent out the AMM invitation to the DWA members and volunteers, albeit to an AMM hosted on Zoom instead of at Forres Tennis Club. Action closed.	
16	<u>DW Ghost Train Walk 2022</u>	
16.1	NS noted that the Moray Long Distance Walking Association (LDWA) are holding a conflicting event overnight 18/06/22 to 19/06/22. After some discussion of alternatives, NS proposed that the date of the DW Ghost Train Walk (GTW) should be moved to overnight 25/06/22 to 26/06/22. Agreed unanimously. MC will check if any changes are required to documentation, the DWA website, social media, etc.	MC
16.2	Ref 15.2: After some discussion, the appropriate amount for the 'minimum charitable donation' expected from participants was set at £30. MC will ensure that this amount is shown on the GTW application form and in any related publicity.	MC
16.3	Ref 15.3: PB reported that Covid-19 will, hopefully, not affect coach capacity and costs, but the weekend 25-26/06/22 coincides with the European Pipe Band Championships in Inverness so coach demand locally will be high. Action closed. PB proposed that he should go ahead and make a provisional booking for the coaches. Agreed unanimously. PB will make a provisional booking for the coaches for the GTW event.	PB
16.4	Ref 15.4: MC reported that he has contacted COTAG and the 1 st Forres Scouts so they have advanced notice of the GTW event. Action closed. MC will contact COTAG and the 1st Forres Scouts to inform them of the change of date.	MC
16.5	MC reported that there have been several reports from prospective GTW participants who were unable to access the booking system on the DWA website. MC has taken their details, written to apologise and will contact them again when the booking system is up and running.	MC
16.6	Ref 15.5: Action held over. MC will revise the Project Planning spreadsheet in readiness for the 2022 event, then delegate tasks as appropriate.	MC
17	<u>AOCB</u>	
17.1	<u>Hugh Kidd Memorial</u> NS reported that he has been informed that Hugh's family would like to erect a memorial bench and plaque at some point along the DW section within the Logie Estate. Another option is to plant an avenue of trees. NS will contact Hugh's family to ascertain their wishes.	NS

17.2	<u>Community Tree Planting</u>	
17.2.1	TT noted that NS' order for 345 trees and shrubs from the Woodland Trust arrives in March. TT suggested that Joe Mitchell could provide advice on appropriate locations for planting. NS agreed and will contact Joe to seek his advice.	NS
17.2.2	MC will write to the affected Estates, once the appropriate locations for planting are known, to inform them of our plans and seek their permission.	MC
18	Date of the Next Meeting: 19:00 08/03/22, at The Hub.	

Meeting Closed: 21:30



Neil Sinclair
Chairman
Dava Way Association