



4.18	Ref 9.8.2:	(See Item 9.8.1 below)	
4.19	Ref 9.9.2:	(See Item 9.9 below)	
4.20	Ref 9.10.1:	(See Item 9.10.1 below)	
4.21	Ref 9.10.2:	(See Item 9.10.2 below)	
4.22	Ref 9.10.3:	(See Item 9.10.3 below)	
4.23	Ref 9.10.4:	(See Item 9.10.4 below)	
4.24	Ref 9.10.5:	(See Item 9.10.5 below)	
4.25	Ref 10.1.1:	(See Item 10.1.1 below)	
4.26	Ref 10.1.2:	(See Item 10.1.2 below)	
4.27	Ref 10.4:	(See Item 10.4.1 below)	
4.28	Ref 11.1.2:	(See Item 11.1.1 below)	
4.29	Ref 11.3:	(See Item 11.3 below)	
4.30	Ref 12.1.1:	(See Item 12.1.1 below)	
4.31	Ref 12.1.2:	(See Item 12.1.2 below)	
4.32	Ref 12.2:	(See Item 12.2 below)	
4.33	Ref 12.3:	(See Item 12.3 below)	
4.34	Ref 12.4.1:	(See Item 12.4.1 below)	
4.35	Ref 12.4.2:	(See Item 12.4.2 below)	
4.36	Ref 12.4.3:	(See Item 12.4.3 below)	
4.37	Ref 12.6:	(See Item 12.5.1 below)	
4.38	Ref 13.1:	(See Item 13.1 below)	
4.39	Ref 13.2:	(See Item 13.2 below)	
4.40	Ref 13.5:	(See Item 13.3 below)	
4.41	Ref 13.7:	(See Item 13.4 below)	
5	<u>Treasurer's Report</u>		
5.1	PB reported that a balance of £20,054.80 is in the DWA account. Unrestricted Funds: £ 15,054.80 Restricted Funds: £ 5,000.00 Places Called Home grant; for Dallas Dhu Ramp project.		
5.2	Significant Income: £ Nil		
5.3	Significant Expenditure: £ Nil		
5.4	Anticipated Income: £ Nil		
5.5	Anticipated Expenditure (from DWA funds): £ 1,800.00 (invoice) AJ's Bridge decking improvement.		
5.6	Anticipated Expenditure (covered by external funding): £ Nil		
6	<u>Correspondences</u>		
6.1	<b>To the Secretary</b> <u>Talk to Forres Rotary Club</u> MC reported that the DWA have been invited to give a talk on the DW to the Forres Rotary Club at their meeting on the 26/05/2022. MC volunteered to give the talk and he will make the necessary arrangements.		MC
6.2	<b>Other Correspondence</b> (Nothing to report)		

<p>7 7.1</p>	<p><u>Feedback</u> <b>Footfall Counters</b> MC reported the following readings: Lochenoun (not read) Dunphail (not read) Lynmore (not read) Dallas Dhu – 15/03/15 to 22/03/22 170,605 walkers (307,924 – 137,319) 26,230 cyclists ( 33,753 – 7,523) <b>Other</b>; email, Facebook, etc.</p> <p>7.2 NS reported a flurry of positive posts on the Facebook group ‘Forres Loves Local’ regarding the new handrail at the Mannachie Avenue Ramp.</p>									
<p>8 8.1</p>	<p><u>Dava Way Merchandise</u> <b>Sales and Stock</b></p> <table border="0" data-bbox="264 779 1246 882"> <tr> <td>Companions (NT)</td> <td>37</td> <td>Badges (MC)</td> <td>16</td> </tr> <tr> <td>Companions (NS)</td> <td>41</td> <td></td> <td></td> </tr> </table> <p>8.2 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>	Companions (NT)	37	Badges (MC)	16	Companions (NS)	41			<p>NT</p>
Companions (NT)	37	Badges (MC)	16							
Companions (NS)	41									
<p>9 9.1</p>	<p><u>Dava Way Path Works and Projects</u> <b>Unplanned Work Since Last Meeting</b> Ref 6.1.2: MC reported that Greg McAulay cleared the windblown tree from the Lynmore Bypass. Action closed.</p> <p>9.2 <b>Planned Work Since Last Meeting</b> Ref 9.3.1: NS reported that the following tasks were completed at the work party run on 12/03/22:</p> <ul style="list-style-type: none"> <li>• Dunphail BBC Breathing Place <ul style="list-style-type: none"> <li>○ Cleared identified planting locations using strimmer</li> <li>○ Planted trees and bushes.</li> </ul> </li> <li>• Bantrach Cutting <ul style="list-style-type: none"> <li>○ Carried out drainage clearance works.</li> </ul> </li> </ul> <p>Action closed.</p> <p>9.3 9.3.1 <b>Priorities for Next Work Party and Mini Work Parties</b> PB reported that contractor works have been carried out by Seafield Estate to repair the path surface north of the Lynmore Bypass, following its disturbance by timber extraction. A deep cross drain created at one location presents a hazard to cyclists and should be improved by installing a pipe culvert to provide a level path surface. RR noted that, if Lynmore is to be the location of the work party, he could carry out herbicide spraying along the Lynmore Bypass. MC noted that he could take some tools and remove the counter installed at the south end of the Lynmore Bypass, for testing/repair. TT noted that there has been some further slumping of the path surface above the flooded culvert just south of Dava. PB suggested that he could stop off on the way to Lynmore and, using a dumpy level, identify how much material will need to be removed to drain the accumulated water from the flooded culvert.</p>									

	<p>TT proposed that the following tasks should be carried out at the next work party, scheduled for 16/04/22:</p> <ul style="list-style-type: none"> <li>• Culvert south of Dava <ul style="list-style-type: none"> <li>○ Identify how much material will need to be removed to drain the water that is flooding the culvert.</li> </ul> </li> <li>• Lynmore Bypass <ul style="list-style-type: none"> <li>○ Use leaf blower to remove accumulated natural.</li> <li>○ Spray herbicide to control vegetation encroachment.</li> <li>○ Remove counter for test/repair.</li> </ul> </li> <li>• North of Lynmore Bypass <ul style="list-style-type: none"> <li>○ Install piped cross culvert at current cross drain location.</li> <li>○ Investigate drainage in cutting and improve wet path surface where possible.</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 Dragoon sculpture and see what can be done to repair it.	NS
9.3.5	PB reported that part of the ear had become detached from the 'Jess the dog' sculpture at Bogeney and the sculpture would benefit from a repaint. PB will pass the wood from the ear to NS. NS will reattach the ear and repaint the sculpture.	NS
9.4	<b>Signage</b>	
9.4.1	Ref 9.4.1: NS reported that he has refurbished and reinstalled the waymarker posts at: <ul style="list-style-type: none"> <li>• The corner of Burdsyard Road and Sanquhar Road.</li> <li>• The corner of the grass area adjacent to the roundabout at the bottom of Tolbooth Street.</li> </ul> <p>Action closed.</p>	
9.4.2	NS noted that the two waymarker posts above were installed without Postcrete and are already loose due to 'wiggling' by passers-by. PB suggested that it may be possible to install signage on lamp posts or street signage along the route, as installed at the Loch View to Mannachie Rise cut through. Alternatively, the current waymarkers could be reinstalled using Postcrete. PB will walk the Forres urban section of the DW to ascertain if there are lamp posts or street signs at appropriate points along the route, onto which DW route signage may be installed.	PB
9.4.3	Ref 9.4.2: Action held over. PB reported that he obtained the Woodside fingerpost and two galvanised steel bases from PM and delivered them to NS. NS reported that a fingerpost at the corner of the A939 and Lynmore access road had also been damaged and was recovered. NS has repaired and reinstalled the Woodside fingerpost and the one recovered from Lynmore. The fingerpost from adjacent to the A940 at Dava, has been repaired and awaits reinstall at a mini work party.	NS
9.5	<b>Tooling and Equipment</b>	
9.5.1	Ref 9.5.1: Action held over. In Autumn 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 contact 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	<b>DW Information Boards Replacement Project</b> (joint project with FDT) Ref 9.6: Action held over. NS will submit a detailed proposal for information board replacement, with estimated costs, to Funderne Development Trust (FDT).	NS
9.7 9.7.1	<b>Dallas Dhu Access Ramp Improvement Project</b> Ref 9.7: Action held over. 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 reported that Murray Swapp of the Outdoor Trust for Scotland (OATS) is still fully committed with the OATS path works project on the Isle of Skye. MC obtained a quote of £4,134 (incl. VAT) from engineering consultancy <a href="#">Pell Frishmann</a> (PF) to carry out the detailed design work. The DWA Trustees agreed via email that MC should instruct PF to go ahead with the design works and a site visit has been requested, to take place sometime before the Money for Moray presentation.	MC
9.7.2	TT noted that preliminary details from PF proposed a ramp slope no greater than 1:20. This is usually used for urban construction projects and may not be appropriate and/or necessary for the Dallas Dhu Ramp. TT suggested that MC check that PF are aware of the <a href="#">Fieldfare Trust – Countryside for All Guide</a> , which details construction standards for accessible paths in urban fringe and rural locations.	MC
9.8 9.8.1	<b>Mannachie Avenue Access Ramp Handrail Project</b> Ref 9.8.2: RR reported that, with assistance from NS and his wife, the new handrail has been painted, along with the existing handrail adjacent to the steps. Action closed.	All
9.8.2	The state of the steps themselves was discussed briefly. A decision on their repair was postponed until the next DWA Trustees meeting.	
9.9	<b>AJ's Bridge Improvement Project</b> Ref 9.9.2. NS reported that the deck panels have been delivered, but the invoiced cost is £1,800. The additional £800 cost was approved unanimously. NS stated that AJ Engineering will provide suitable fastenings. NS will arrange a mini work party to install the panels.	NS
9.10 9.10.1	<b>Dava Way Upgrade Project Plan</b> Ref 9.10.1: Action held over. TT will complete a redraft of the DWA Strategic Business Plan into the <a href="#">Business Plan</a> format preferred by the National Lottery.	TT
9.10.2	Ref 9.10.2: Action held over. TT will work with the Cairngorms National Park Authority (CNPA) to gather evidence from path users for the 'market appraisal' section of the Business Plan. TT reported that the CNPA has proposed loaning the DWA two electronic counters with which to gather DW path usage data. CNPA are checking to see if they have the spare funds with which to purchase the counters.	TT
9.10.3	Ref 9.10.3: 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
9.10.4	Ref 9.10.4: Action held over. MC will 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

9.10.5	Ref 9.10.5: Action held over. MC will obtain an estimate from the Designer engaged to design the Dallas Dhu Ramp improvements, for the probable costs involved in taking the Dava Bypass Project and South Project to 'shovel ready' state.	MC
10	<u>Health and Safety</u>	
10.1	<b>Review of DWA Health and Safety Management System</b>	
10.1.1	Ref 10.1.1: Action held over. MC will present the simplified DWA Health and Safety Policy document to NS for him to sign off.	MC/NS
10.1.2	Ref 10.1.2: 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. It was agreed that the first of these meetings will be held 19:00 on 19/04/22 at The Hub. All available trustees will attend.	MC All
10.2	<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.	
10.3	<b>Injury Reports and Incidents</b> (Nothing to report)	
10.4	<b>First Aid Training</b>	
10.4.1	Ref 10.4: Action held over. NS reported that he has met with Dave Brown of the <a href="#">Morayvia Aviation Museum</a> (MAM) and Roy Hanes, the potential first aid training provider, to discuss the joint first aid training venture. NS will investigate the practicalities of this arrangement further and make a comparison with courses provided by commercial companies locally, e.g. <a href="#">Ace Adventures</a> .	NS
10.4.2	MC reported that he has been contacted by Scotia and they are offering the Emergency First Aid at Work (EFAW) one day course for £45, reduced for charities from their usual fee of £60. MC will investigate course availability and costs for 6 trainees.	MC
11	<u>Dava Way Publicity</u>	
11.1	<b>DWA Website</b>	
11.1.1	Ref 11.1.2: Action held over. MC reported that many of the problems with the DWA website that he has raised with Yellow Cherry Digital (YCD) have still to be dealt with. MC will monitor progress.	MC
11.1.2	MC reported that the DWA have been approached by a retired web developer, Tim Heaps, who has offered to redevelop the website and host it for an annual cost of £150. Both Tim Heaps, and Val McLennan at the Lossie Development Trust, have independently reviewed the current DWA website and reached the same conclusions: <ul style="list-style-type: none"> <li>• The theme is top heavy and comes with lots of extras that the DWA do not need.</li> <li>• It is overcomplicated with images and functionality.</li> <li>• It is still far too slow to respond to user input.</li> <li>• There is some dummy content that should be removed.</li> <li>• There are broken social media feeds.</li> <li>• There are 24 software/security updates requiring installation.</li> <li>• The provided page editor is difficult to use.</li> </ul> MC proposed that he invite Tim Heaps to the Extraordinary DWA BoT meeting to be held 19/04/22 so the DWA Trustees can ask any questions they may have and consider what is being offered. Agreed unanimously. MC will invite Tim Heaps to the meeting to be held 19/04/22.	MC

11.1.3	Ref 6.1.1: Action held over. MC will liaise with John Whitehead, view the drone photos on offer and assess their suitability for display on the DWA website.	MC
11.2	<b>DWA Facebook Group</b> (Nothing to report)	
11.3	<b>Local, Regional and National Publications</b> Ref 11.3: MC reported that an article covering the leaf blower purchase and the Mannachie Ramp handrail installation was published in the Forres Gazette 16/03/22. Action closed.	
11.4	<b>External Websites and Social Media.</b> (Nothing to report)	
12	<u>Funding Opportunities</u>	MC
12.1	<b>Tesco Bags of Help</b>	
12.1.1	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
12.1.2	Ref 12.1.2: MC reported that he will submit the Project Completion Report (see Item 12.1.1 above), noting the purchase of the blower and the subsequent spend for the Mannachie Ramp handrail installation, and see how they respond. Action closed.	
12.2	<b>Give Back with Bell's</b> Ref 12.2: Action held over. 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 will submit the Project Completion Report, noting the spend on the panels for AJ's Bridge.	MC
12.3	<b>Places Called Home</b> Ref 12.3: Action held over. 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>	NT
12.4.1	Ref 12.4.1: Action held over. NT will monitor the progress of the DWA bid to the <a href="#">Money for Moray</a> scheme, for improvements to the Dallas Dhu Ramp.	
12.4.2	Ref 12.4.2: Action held over. NT will showcase the Dallas Dhu Ramp project at the marketplace event to take place 23/04/22 at Lhanbryde Community Hall. MC will refresh the DWA presentation boards.	MC/NT
12.4.3	Ref 12.4.3: MC reported that he provided NT with a project synopsis and photographs by 10/03/22. Action closed.	
12.5	<b>Other Sources of Funding</b>	
12.5.1	Ref 12.6: TT reported that he circulated details to the trustees for potential funding via a QR code link to the donation page of the DWA website and text giving. Action closed.	
12.5.2	TT explained how each of the funding schemes works and suggested that their implementation should be included as part of any plans for redevelopment of the DWA website.	

13	<u>DW Ghost Train Walk 2022</u>	
13.1	NS asked for confirmation as to whether the DWA is currently able to take the DW Ghost Train Walk (GTW) event to a successful conclusion. It was reported that: <ul style="list-style-type: none"> <li>• The change of date from 18 to 25 June, to deconflict with another major local walking event, has resulted in there being a reduced number of DWA volunteers to run the event.</li> <li>• Participant applications to the event have been slower than in previous years, and this could leave the DWA with insufficient event income to pay the related costs; buses, toilets, hall hire, etc.</li> <li>• Problems with the new DWA website have led to the event only being advertised on Facebook and the need to develop documentation to support a manual process for booking confirmation, payment receipts, participant information and updates, etc.</li> </ul> <p>Following a discussion of options, the DWA Trustees reluctantly decided by majority vote to cancel the event.</p>	
13.2	MC will update Facebook and the DWA website with an announcement that the event has been cancelled.	MC
13.3	PB will provide MC with a list of applicants. MC will contact the applicants to let them know that the event has been cancelled and request account details for reimbursement of any fees paid.	PB/MC
13.4	MC will contact Diane Smith at the Moray Walking and Outdoors Festival to let her know that the event has been cancelled.	MC
13.5	MC will contact 1 <sup>st</sup> Forres Scouts and COTAG to let them know that the event has been cancelled.	MC
13.6	PB will contact Kineil Coaches and GAP to cancel the buses and toilets.	PB
13.7	MC will contact the Secretary of the Edinkillie Hall committee to cancel the hall booking.	MC
13.8	MC will contact the DWA members and volunteers to let them know that the event has been cancelled.	MC
13.9	Ref 6.1.3, 13.1, 13.2, 13.5 and 13.7; all prior outstanding actions closed.	
14	<u>AOCB</u> (Nothing to report)	
15	Date of the Next Meeting: 19:00 17/05/22, at The Hub.	

Meeting Closed: 21:00



Neil Sinclair  
Chairman  
Dava Way Association