

APPENDIX 1



**Trustees' Annual Report for the period**

Period start date		Period end date					
Day	Month	Year	Day	Month	Year		
From	01	May	2021	To	30	April	2022

Office of the Scottish Charity Regulator

**Reference and administration details**

<b>Charity name</b>	<b>Dava Way Association</b>
<b>Other names charity is known by</b>	DWA
<b>Registered charity number</b>	<b>SC030496</b>
<b>Charity's principal address</b>	20 Tolbooth Street Forres Moray Postcode <b>IV36 1PH</b>

**Names of the charity trustees on date of approval of Trustees' Annual Report**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Neil Sinclair	Chair		The membership at the AMM or The Board of Trustees
2	Peter Mitchell			
3	Paul Barron	Treasurer		
4	Norman Thomson			
5	Trevor Thornley			
6	Malcolm Campbell	Secretary		
7	Clive Roberts	Vice Chair		
8	Michael Sutherland			

**Reference and administration details**

**Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)**

<b>Name</b>	<b>Dates acted if not for whole year</b>

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### Structure, governance and management

#### Type of governing document

The Dava Way Association, a Scottish Charitable Incorporated Organisation (SCIO) incorporated on 09 Apr 2014 and governed by a constitution. An amended constitution for the DWA including changes to our main purposes was approved at the Annual Members Meeting (AMM) on 24 Nov 2020.

#### Trustee recruitment and appointment

All Trustees stand down at the Annual Members Meeting (AMM) but can stand for reselection.  
Appointment to trusteeship is open to members of the DWA who wish to become a trustee. (subject to scrutiny)  
Trustees are appointed at the AMM by those members present at the meeting or subsequently by the board of trustees in accordance with the constitution.

### Objectives and activities

#### Charitable purposes

The purposes of the DWA are:

- 1 to provide outdoor recreation facilities and activities for the local community and visitors by
  - 1.1 establishing a recognised walking and cycling route between Forres and Grantown on Spey, to be known as the Dava Way
  - 1.2 promoting those sections of the Dava Way suitable for equestrians or accessible by mobility scooter
  - 1.3 organising and supporting public events using the Dava Way for recreational or sporting activities
- 2 to advance citizenship and community development by
  - 2.1 working with landowners, land occupiers and volunteers from the local community to maintain and improve the route and the environment alongside
  - 2.2 promoting the use of the Dava Way as a strategic route for active travel
- 3 to advance heritage and education by
  - 3.1 restoring and preserving Highland Railway buildings and artefacts along the route
  - 3.2 informing the public about the natural environment and heritage, the influence of the Highland railway and the history connected with the local communities.

#### Summary of the main activities in relation to these purposes

- Regular major monthly work parties, supplemented by further intervening ad hoc volunteer work.
- Provision and maintenance of interpretation boards at frequent intervals along the route.
- Organisation and support of major walking events along the route.
- Contact with other Scottish path groups through nomination by Nature Scot (Scottish Natural Heritage) as one of Scotland's Great Trails.
- Publicity for all of the above by submissions to local and national press, talks and slide shows to local organisations, regular updates to Dava Way website and Facebook page, and distribution of the Dava Way Companion guidebook.

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### Achievements and performance

#### Summary of the main achievements of the charity during the financial period

The DWA have continued to develop the Dava Way Upgrade Project Plan to document our long-term vision of future upgrades and improvements to the Dava Way, with individual project priorities.

The DWA were successful in obtaining restricted grants from the following organisations achieving the outcomes as detailed;

- Groundworks/ Bells grant to install dog friendly decking on the existing latticed surface of AJ's bridge
- Groundworks/Tesco grant to install a new handrail on the access ramp at Mannachie Avenue
- Places Called Home grant to undertake initial design works to provide a Disability Discrimination Act compliant ramp between the Dava Way and the Dallas Dhu historic distillery, and subsequently progress to a planning application. The design element was awarded to Pell Frischmann and all design costs will be accrued in the 22/23 financial year.

Achievements of our work parties included;

- Path surface improvement in Peathillock cutting and maintenance at Lynmore Bypass, Dunphail Bypass and Mannachie ramp/steps
- Drainage improvements to top of cutting ditches at Peathillock, culvert and drainage maintenance at Lynmore Bypass, Dunphail Bypass, Auchearn, Bantrach and north of Grantown cuttings.
- General vegetation work at several locations along the Dava Way
- New signage at start of the Dava Way in The Square, Grantown
- Planting additional trees at Dunphail and Lynmacgregor

### Financial review

#### Brief statement of the charity's policy on reserves

The Trustees are aware of the limitations of our reserve funding, which is nevertheless sufficient for normal day to day operation of the Association. However, any significant future plans or projects can only be undertaken as and when reserves allow. The DWA is in a position of having more reserves at our disposal than in previous years. However, trustees intend to use any additional funds either to support collaborative opportunities with other grant funding bodies, in order to deliver significant upgrades to the path or to replace/upgrade important items of equipment should the need arise.

The charity holds reserves to cover both known annual liabilities such as public liability insurance and to have money set aside to cover any unforeseen events or situations. The charity trustees have adopted a figure of £1500 as the minimum level of reserves to be held by the charity, below which all work activities incurring expenditure would be suspended.

Unrestricted funds represent income earned but not yet utilised in supporting the activities of the charity. At 30<sup>th</sup> April 2022 the charity held £12675 at the bank as unrestricted funds and the trustees consider that this amount is appropriate to allow them to continue to support the charitable purposes and activities of the DWA in the foreseeable future.

Nil

#### Details of any deficit

#### Donated facilities and services (if any)

Storage, maintenance and servicing of the Dava Way Association tipping trailer, motorised and hand tools.  
Maintaining the Dava Way Website and Friends of the Dava Way Facebook page  
All administrative work involved with running the charity and associated projects, including maintaining the accounts and preparation of published material.

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### Other optional information

- Within the Summary of the Main Activities, volunteers spent 736 hours on work parties to maintain and improve the Dava Way. Other efforts by individuals/organisations, not recorded by the DWA, to undertake litter picking and keep vegetation growth in check are also recognised and appreciated by the Trustees.
- The DWA received a significant donation of £5000 from an individual benefactor and a £500 legacy from the founding chair of the organisation. The DWA installed plaques in memory of our funding chair and another supporter at benches at Edinkillie and Squirrelneuk.
- In conjunction with timber extraction along part of the Dava Way, the Seafield and Strathspey Estates improved the surface of the Dava Way, including the provision of a new culvert, north of the Lynmore bypass.

### Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Neil Cameron Sinclair	
<b>Position (e.g. Chair)</b>	Chair	
<b>Date</b>	18 October 2022	