



4.23	Ref 7.9.2: (See Item 10.1.2 below)	
4.24	Ref 8.1.2: (See Item 7.5.4 below)	
4.25	Ref 10.1: (See Item 11.1 below)	
4.26	Ref 10.2.1: (See Item 11.2 below)	
4.27	Ref 10.2.2: (See Item 8.2.1 below)	
4.28	Ref 11.2: (See Item 8.4.1 below)	
4.29	Ref 11.3: (See Item 8.5.1 below)	
4.30	Ref 12: (See Item 7.5.5 below)	
5	<u>Treasurer's Report</u>	
5.1	TT read from a written report from PB: A balance of £20,170.94 is in the DWA account. Unrestricted Funds: £ 15,334.94 Restricted Funds: £ 836.00 Places Called Home; for Dallas Dhu Ramp project. £ 4,000.00 Money for Moray; for Dallas Dhu Ramp project.	
5.2	Significant Income: £ 200.00 from individual donations made via GiveWP and Stripe.	
5.3	Significant Expenditure: £ 341.76 to House of Flags; for DWA feather banners.	
5.4	Anticipated Income: £ Nil	
5.5	Anticipated Expenditure (from DWA funds): £ Nil	
5.6	Anticipated Expenditure (covered by external funding): £ Nil	
5.7	TT reported from PB's notes that the DWA is receiving donations via the GiveWP-Stripe process. PB has asked whether such donations should be included in the Treasurer's Report, noting that he does not currently report any individual donations under £100 received from other sources. After some discussion, it was decided that PB should report the monthly total amount for donations received via the GiveWP-Stripe process.	PB
5.8	With reference to Item 5.7 in the previous minutes, TH reported that the text of the email automatically sent to donors by the GiveWP website plugin can be edited. TH proposed that an invitation to submit a gift aid form for donations exceeding £30 should be included, along with a link to the DWA website page where a copy of the form may be download. Agreed unanimously. TH will edit the Give WP email and let PB know that he does not need to send a thank you email manually.	TH
5.9	MC circulated a draft copy of a letter by which the DWA Trustees would record their authorisation for PB to operate the DWA PayPal account. Those present unanimously agreed the wording of the letter. MC will sign off the letter and present it to PB. PB will submit it to PayPal.	MC/PB
6	<u>Correspondences</u>	
6.1	<b>To the Secretary</b> MC reported that Scottish Gas Networks (SGN) contacted him to offer a team of volunteers for a day under their <a href="#">Community Action Programme</a> . SGN have offered use of a mini/micro digger, so reinstating the interception ditch on the uphill side of the estate track above the Squirrel Neuk bridge was selected as a suitable project. MC will arrange a site visit to liaise with the SGN project organisers, then report back on a date for the project to be carried out, and the assistance required from the DWA.	MC

6.2	<b>Other Correspondence</b> (Nothing to report)	
7	<u>Dava Way Path Works and Equipment Maintenance</u>	
7.1	<b>Unplanned Work Since Last Meeting</b> (Nothing to report)	
7.2	<b>Planned Work Since Last Meeting</b>	
7.2.1	Ref 7.3.1a/b: PM noted that there has not been a full work party since the last meeting; see Item 7.3 below for details of the next full work party.	
7.2.2	PB reported that he, PM, TT and Tom Summerscales carried out the following tasks at a one day 'digger' mini work party held 06/10/23 at the Fox Hill Cutting: <ul style="list-style-type: none"> <li>Continued removal of slumped material from west side of cutting.</li> <li>Extended shallow ditch along 40 metres of west side of cutting.</li> <li>Removed additional accumulated natural from east side of cutting to allow water from trackbed surface to drain into adjacent concrete drainage channel.</li> <li>Built headwall at north and south end of drainage pipe (installed at last mini work party) then backfilled and levelled surface with earth.</li> <li>Tidied dumped spoil.</li> </ul>	
7.3	<b>Priorities for Next Work Party and Mini Work Parties</b>	
7.3.1	PM proposed the following tasks as options to be carried out at the next work party, scheduled for 14/10/23: <ul style="list-style-type: none"> <li>Fox Hill Cutting <ul style="list-style-type: none"> <li>Continue removal of accumulated natural adjacent to concrete channel and remove silt from channel.</li> <li>Scrape mud from trackbed surface, then lay new path surface.</li> </ul> </li> <li>North of Huntly's Cave Cutting. <ul style="list-style-type: none"> <li>Cut back encroaching trees and shrubs.</li> <li>Rough cut/mulch vegetation beneath cleared area.</li> </ul> </li> </ul> <p>Agreed unanimously. PM will make the necessary arrangements. MC will notify the relevant estate manager(s) of the works to be carried out.</p>	PM MC
7.3.2	Ref 7.3.2: Action held over. PM or NS will treat the oak benches with teak oil when possible.	PM/NS
7.3.3	Ref 7.3.3: 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
7.3.4	Ref 7.3.4: MC reported that he and NS reinstalled the memorial bench, located just south of the Rafford Bridge at a mini work party held 22/09/23, following its refurbishment by <a href="#">Forres Mens' Shed</a> . MC reported a proposal from NS that the DWA make a £50 donation to Forres Mens' Shed as a thank you. Agreed unanimously. PB will donate £50 to Forres Mens' Shed.	PB
7.4	<b>Signage</b>	
7.4.1	Ref 7.4.1: Action held over. PB will tabulate a bill of materials and obtain a total cost for fixing waymarker signs to lamp posts and street signs, to replace the wooden waymarker posts between the Tolbooth and Mannachie Avenue.	PB
7.4.2	Ref 7.4.2: Action held over. PM will arrange for manufacture of the replacement finger post for Rafford Station, in the style of the fingerposts manufactured by Greg MacAulay.	PM
7.5	<b>Tooling and Equipment</b>	
7.5.1	Ref 7.5.1: MC reported that the Cairngorm National Park Authority (CNPA) will not be able to assist with funding the purchase of <a href="#">RadioBeam People</a>	

	<p><a href="#">and Bicycle Counters</a> (RBBP) at the south end of the DW. The CNPA are investigating the use of an app to gather path usage data within the national park area. Action closed.</p> <p>MC added that the counter at Dallas Dhu no longer counts walkers, so obtaining the new/replacement counters for Dallas Dhu, Lochenoun, Lynmore and Dullicht Bridge is becoming more of a priority.</p> <p>MC will investigate funding the RBBP with a grant from <a href="#">National Lottery Awards for All Scotland</a>.</p>	MC
7.5.2	Ref 7.5.2: Action held over. PB will monitor progress with the repair of the Billy Goat rough cutter by MacGregor Industrial Supplies (MIS).	PB
7.5.3	Ref 7.5.3: TT reported that PB has retrieved the unserviceable strimmer from MIS and returned it to PM, to be used for spare parts. Action closed.	
7.5.4	Ref 8.1.2: Action held over. PM will sell the DWA pole saw.	PM
7.5.5	Ref 12: PM reported that he has purchased the feather banners, poles, and bases, to be placed at work party entry/exit points to promote the work of the DWA volunteers and to provide a focal point at other events. Action closed.	
7.5.6	TH requested photos of the banners in use at a work party, for upload to the DWA website. PM will provide TH with suitable photos.	PM
8	<b>Project Reports</b>	
8.1	<b>DW Information Boards Replacement Project</b>	
8.1.1	Ref 7.6.1: Action held over. NT and TH will collaborate on the project to redesign the information boards and add QR codes linking to associated pages on the DWA website.	NT/TH
8.1.2	Ref 7.6.2: MC reported that Grantown Grammar School can only print up to A3 size on plastic, therefore they are not an option for producing the new information boards. Action closed.	
8.1.3	Ref 7.6.3: MC reported that Grantown Grammar School have, at no cost to the DWA, provided 30 plastic backing discs suitable for mounting the QR code stickers. Action closed.	
8.1.4	Ref 7.6.4: Action held over. NS will manufacture qty 4 new information boards to replace ones identified as being beyond repair.	NS
8.2	<b>Dallas Dhu Access Ramp Improvement Project</b>	
8.2.1	<p>Ref 10.2.2: Action transferred. MC reported that he has reviewed the costings for upgrading the ramp to full all-abilities standard, and they have risen from the estimated £70k pre-Covid to £120k today. He noted that this is a huge increase, and invited discussion on the viability of the ramp project in its proposed form.</p> <p>TT noted that construction at the Knockomie Braes housing development is almost complete and, according to <a href="#">reports in the press</a>, it is likely that construction will commence on the adjacent Dallas Dhu site in 2025/2026. It is evident from the <a href="#">Dallas Dhu Masterplan</a> document that the DW may then be accessed from the development via the numerous all-ability cycletracks/paths that will criss-cross the route. TT added there have also been rumours locally that the Dallas Dhu Distillery is to be sold off and brought back into production, at which point access between the distillery site and the DW may be restricted.</p> <p>RR added that the Moray Access Officer has stipulated that the DW is to be resurfaced with Tarmac between Mannachie Rise and Dallas Dhu, as part of developer contribution requirements. It is possible that the developer could be encouraged to carry out a ramp upgrade alongside the surface improvement works.</p> <p>TT suggested that, with the deadline (end of 2023) for spending the Money</p>	

	<p>for Moray (MfM) funding fast approaching, there are only a few options available. Gain approval from the MfM fund manager to:</p> <ul style="list-style-type: none"> <li>• Postpone spending the £4,000 funding allocated indefinitely, until planning approval and additional funding have been obtained.</li> <li>• Approve spending the allocated funding on a more achievable alternative accessibility-related project/projects e.g, <ul style="list-style-type: none"> <li>○ Surface improvement of the access track between Woodside and the DW at the south end of the Rafford Bank.</li> <li>○ Surface improvement of the access track (and improvement to parking provision) adjacent to the Rafford Bridge.</li> <li>○ Widening of the chicanes either side of the Sanquhar Mains access track, south of Dallas Dhu; to allow passage for disability scooters.</li> </ul> </li> <li>• Return the allocated funding unspent.</li> </ul> <p>MC proposed that he should write a report justifying why the ramp project should be postponed and the allocated funding retained and, should that not be acceptable, provide details of alternative projects that could be completed within a shorter timescale. MC or NT would then approach the MfM fund manager to obtain their feedback on the proposals. Approved unanimously. MC will write the report, then he or NT will approach the MfM fund manager.</p>	
8.2.2	Ref 7.7.1: Action held over; pending result of Item 8.2.1 above. MC will collaborate with TH to develop the means to gather evidence of support for the project from path users, relevant user groups and the local community e.g., a questionnaire publicised on the DWA website and Facebook group.	MC/NT  MC/TH
8.2.3	Ref 7.7.2: Action held over; pending result of Item 8.2.1 above. NT will approach appropriate user groups and canvas their support for the project.	NT
8.2.4	Ref 7.7.3: Action held over; pending result of Item 8.2.1 above. MC will identify suitable sources of match funding for the project, in addition to the value attributed to recorded trustee/volunteer hours.	MC
8.2.5	Ref 7.7.4: Action held over; pending result of Item 8.2.1 above. MC will submit a planning application to Moray Council.	MC
8.3	<b>Dava Bypass Project</b>	
8.3.1	Ref 7.8.2: MC reported that <a href="#">Property and Land Surveys (Highlands) Limited</a> (PALS) carried out the survey on 18/09/2023. TT noted that, due to on-site instruction from MC, the contracted area was not surveyed fully. PB has spoken with PALS and they have kindly agreed to return and complete the survey. PB will monitor progress.	PB
8.3.2	Ref 7.8.3: MC reported that he contacted the estate representatives and Dava residents to inform them about the survey. Action closed.	
8.3.3	<p>TT, on behalf of PB, sought clarification on a number of points:</p> <ol style="list-style-type: none"> <li>a. Who is the project lead? It was confirmed that PB is the project lead. MC, in his role as the DWA Secretary, will assist PB by liaising with third parties, but only as directed by PB. PB is to be consulted if any decisions are to be made concerning the project, by phone call if an immediate answer is required.</li> <li>b. What are the aims of the project? MC stated that: <ol style="list-style-type: none"> <li>i. The DWA require an alternative route to bypass the Dava settlement. This route is to eventually replace the existing route for walkers, that is designated a Core Path, and the existing route for cyclists and equestrians, which requires users to proceed along the A940. The route should be designed to be as accessible as is practicable.</li> </ol> </li> </ol>	

- ii. The Dava Residents Association (DRA) have stipulated that the route must run to the east of the Dava settlement, at a reasonable distance from the residential properties.
  - iii. In his opinion, the two estates would like the bypass to provide an alternative route around the Dava settlement for estate vehicles. TT noted that access by the two estates for timber extraction was also mentioned at one point. Should PB require it, MC will contact the respective estate managers and confirm their expectations.
  - iv. In the short term i.e., for the DWA Ghost Train Walk (GTW) 2025, he would like the route to have been decided and a rough path created by removing trees/vegetation and rough cutting the heather. This would provide a safer route for GTW participants than bypassing the Dava settlement via the A940 in darkness. A gate will need to be installed in the boundary fence to the east of the Dava settlement.
  - v. In the medium to long term, he would envisage the overlying peat/soil cleared, a drainage system created, and a quarry dust surface applied.
- c. What support should the DWA expect from stakeholders? MC stated that:
- i. The DRA support the creation of a bypass route to the east of Dava. Their Chair will liaise with the DWA on matters concerning the design and construction of the bypass route. One of the Dava residents may also be able to assist with any archaeological survey that may be required at the point where the bypass route crosses a [Historic Environment Record](#) (HER), the route of an old military road.
  - ii. The respective estate managers support the creation of a bypass route to the east of Dava. They will liaise with the DWA on matters concerning the design and construction of the bypass route. Use of a probe has been offered by one of the estate managers, for determining the peat/soil depth along potential routes.
  - iii. The Access Officers of the respective local authorities support the creation of a bypass route to the east of Dava. They will liaise with the DWA on matters concerning the design and construction of the bypass route. MC noted that Ian Douglas, Access Manager at Moray Council, sees no issue with changing the route of the Core Path at the next Core Paths Plan review.
  - iv. Representatives of the Ourack Windfarm developer will liaise with the DWA on matters concerning the design and construction of the bypass route. They have agreed to surface/resurface the route during/following construction of the wind farm and provide a parking area at a suitable location.

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**Peathillock Cutting Drainage Improvement Project**

Ref 11.2: Action held over. PB will approach local contractors to discuss what drainage improvements can be made for £5,000.

TT reported that PB may delay progressing this project until after his retirement, possibly sometime in mid-2024.

**Ghost Train Walk 2025 Project**

Ref 11.3: Action held over. MC asked that the DWA Trustees think of suitable projects to be completed using the 2025 GTW target funding of

PB

8.5.2	<p>£10,000, for discussion at the next meeting.</p> <p>RR suggested the construction of a shelter for walkers, to be located at the southern end of the DW somewhere half way between Dulicht Bridge and the Halfway Hut.</p> <p>TH suggested improving the accessibility of the ramp adjacent to the Dulicht Bridge.</p> <p>MC suggested construction/improvement of the alternative Dava Bypass.</p>	All
9	<p><u>Health and Safety</u></p> <p><b>DWA Health and Safety Management Plan</b> (Nothing to report)</p> <p><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.</p> <p><b>Injury Reports and Incidents</b> (Nothing to report)</p>	
10	<p><u>Business Planning</u></p> <p><b>DWA Strategic Business Plan</b></p> <p>10.1.1 Ref 7.9.1: Action held over. TT will redraft the DWA Strategic Business Plan into the <a href="#">Business Plan</a> format preferred by the National Lottery.</p> <p>10.1.2 Ref 7.9.2: 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> <p><b>Trustee Membership and Supporter Roles</b></p> <p>10.2.1 MC noted that the DWA needs to increase its membership and suggested that the members of the Facebook group Friends of the Dava Way should be encouraged to become members.</p> <p>10.2.2 MC suggested that DWA members should pay a membership fee to support the work of the DWA and give them a better sense of being 'part of things'. TT pointed out that the requirement for a membership fee is voted on at each DWA Annual Members Meeting (AMM) and the decision has always been to have no fee. It was also pointed out that the administration of a membership database and payment of membership fees would require a Membership Secretary. TH offered to be the Membership Secretary, should the need arise.</p> <p>10.2.3 MC will prepare a report detailing his proposals, for discussion at the next meeting. If agreed, any such proposals will be put before the DWA members as resolutions at the upcoming DWA AMM.</p> <p><b>Succession Planning</b> (Nothing to report)</p>	<p>TT</p> <p>MC/MS</p> <p>MC</p>
11	<p><u>Funding</u></p> <p><b>Places Called Home</b> Ref 10.1: 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.</p> <p><b>Money for Moray</b> Ref 10.2.1: Action held over. NT will ensure that the DWA comply with the Terms and Conditions of the <a href="#">Money for Moray</a> scheme, as requested in the award email.</p> <p><b>Paths for All – Ian Findlay Foundation</b> (Nothing to report)</p>	<p>NT</p> <p>NT</p>

11.4	<b>Other Sources of Funding</b> TT reported that a new funding stream will be available in the future. The <a href="#">SSEN Community Benefit Fund</a> will initially see over £10million of funding available for communities from net zero transmission infrastructure projects across the north of Scotland. No start date for applications has been announced but this is potentially something to prepare for.	
12	<b>Social Media and Publicity</b>	
12.1	<b>DWA Website</b> TH reported that the DWA website is up-to-date, and the donation plugin is working well.	
12.2	<b>DWA Facebook Group</b> PM reported that the DWA Facebook group now has 1,391 members.	
12.3	<b>Local, Regional and National Publications</b> (Nothing to report)	
12.4	<b>External Websites and Social Media.</b> (Nothing to report)	
13	<b>DWA Annual Members Meeting 2023</b>	
13.1	PB will confirm the booking of the Forres Tennis Club as venue for the DWA Annual Members Meeting (AMM) at 19:00 on 23/11/23.	PB
13.2	MC will invite DWA members and volunteers.	MC
13.3	MC will purchase refreshments for the event.	MC
13.4	NS will draft the Chair's Report.	NS
13.5	PB will present the Trustees Annual Report Appendix 1 (charitable activity report) for approval by the DWA Trustees.	PB
13.6	PB will submit the completed Trustees Annual Report Appendix 2 (annual accounts) to the DWA chartered accountant for audit and sign off prior to the AMM.	PB
13.7	TH will provide a 15-20 minute presentation.	TH
14	<b>AOCB</b> (Nothing to report)	
15	Date of the Next Meeting: 19:00 14/11/23, at Forres Lawn Tennis Club, Albert Street, Forres, Moray, IV36 1PR.	

Meeting Closed: 20:55

(File Copy Signed)

Robbie Roberts  
Vice Chair  
Dava Way Association