

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	May	2024	To	30	April	2025

Reference and administration details

Charity name	Dava Way Association
Other names charity is known by	DWA
Registered charity number	SC030496
Charity's principal address	Forres Town Hall
	High Street
	Forres
Postcode IV36 1PB	

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Neil Sinclair	Chair		The membership at the AMM or The Board of Trustees
2	Peter Mitchell			
3	Paul Barron	Treasurer		
4	Trevor Thornley			
5	Malcolm Campbell	Secretary		
6	Clive Roberts	Vice Chair		
7	Michael Sutherland			
8	Tim Heaps			
9				

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)

Name	Dates acted if not for whole year
Norman Thomson	1 May 2024 to 28 Nov 2024

## APPENDIX 1

### 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 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 during this financial year have used the restricted grants from both Places called Home and Money for Moray to complete a ramp improvement for better disabled access from the Dallas Dhu car park up to the Dava Way. These works included removing all steps, extending and widening the ramp and upgraded handrail provision.

The DWA with a restricted grant from Finnerne Development Trust and our own finances purchased two number ISO containers to store tools and equipment, at a location within Altyre Estate, as agreed with the landowner.

Achievements of our work parties include,

- Drainage maintenance and path surface improvements at Longley, Cowgreens, Huntly's Cave, Aucheorn, Bantrach, Auchenlochan, Belnain, Woodside and Cairn Eney(N)
- General vegetation work and fallen tree removal at several locations.
- Replaced Signs/Info boards at Huntly's Cave, Dunphail and Dallas Dhu
- Gate post replacement at Muir of Logie and Cowgreens. • Installed solar powered lighting and electricity supply to ISO container.

Scottish Gas Networks donated labour and materials to dig a new ditch and improve the track surface at Squirrelneuk.

39 Regiment donated labour and equipment to improve drainage at Peathillock.

### 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. Any significant plans or projects will only be undertaken as and when reserves allow. The trustees intend, when possible, to use any additional funds either to support collaborative opportunities with other grant funding bodies; or to deliver 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. At the AMM held on 28/11/24, the charity trustees and members adopted a figure of £3500 as the minimum level of reserves to be held by the charity, below which all work activities incurring expenditure would be suspended. However, of this amount, £2000 can be used exceptionally to replace tools or equipment lost to theft.

Unrestricted funds represent income earned but not yet utilised in supporting the activities of the charity. On 30<sup>th</sup> April 2025 the charity held £10875 at the bank as unrestricted funds. The trustees consider that this amount is appropriate to allow them to continue to support the charitable purposes and activities of the DWA.

Nil

#### Details of any deficit

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

Storage, maintenance and servicing of the Dava Way Association tipping trailer, motorised equipment 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 1191 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.
- Within the Donated Facilities and Services, Dava Way trustees spent 682 hours on general administration duties to successfully run the DWA.
- The DWA recognise that Altyre Estate have donated a location for the storage of two number ISO containers and surrounding land, for the storage of DWA equipment, tools and materials.
- QR codes have been provided at several locations along the Dava Way, which will link path users to the donations page of our website to hopefully increase ad-hoc donations.
- Pupils from Grantown Grammar School as part of the Cairngorm National Park “Junior Environmental Ranger Scheme” assisted on the Dava Way by improving the path surface on the Dava bypass and planted native trees alongside the Dava Way north of Huntly’s Cave.
- The Dava Way H&S Policy is reviewed annually and after any near miss or injury accident. Whilst generally no injuries or near misses are reported following work parties, there was an exception this year. During wintry conditions a vehicle towing a trailer skidded on ice and left the track causing minor cuts and bruises to occupants of the vehicle and very slight damage to the vehicle. As a result of this incident and following review, all occupants in vehicles driving off road on the Dava Way are reminded to always wear seat belts and a 20mph speed limit for off road driving introduced.

### 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>	9 September 2025	

## Dava Way Association

SC030496



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	05	2024		30	04	2025

## Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations	3,195				3,195	2,333
Legacies					-	
Grants		3,000			3,000	
Receipts from fundraising activities	6,514				6,514	3,204
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
<b>A1 Sub total</b>	<b>9,709</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>12,709</b>	<b>5,537</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	100
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100</b>
<b>Total receipts</b>	<b>9,709</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>12,709</b>	<b>5,637</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	935				935	3,763
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	3,944	4,270			8,214	10,169
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	150
Preparation of annual accounts					-	
Legal costs					-	
AMM Costs	76				76	60
					-	
<b>A3 Sub total</b>	<b>4,955</b>	<b>4,270</b>	<b>-</b>	<b>-</b>	<b>9,225</b>	<b>14,142</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets	2,000	3,000			5,000	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>2,000</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>
<b>Total payments</b>	<b>6,955</b>	<b>7,270</b>	<b>-</b>	<b>-</b>	<b>14,225</b>	<b>14,142</b>
<b>Net receipts / (payments)</b>	<b>2,754</b>	<b>( 4,270)</b>	<b>-</b>	<b>-</b>	<b>( 1,516)</b>	<b>( 8,505)</b>
<b>A5 Transfers to / (from) funds</b>	<b>( 3)</b>	<b>3</b>			<b>-</b>	
<b>Surplus / (deficit) for year</b>	<b>2,751</b>	<b>( 4,267)</b>	<b>-</b>	<b>-</b>	<b>( 1,516)</b>	<b>( 8,505)</b>

## Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	8,204	4,267			12,471	20,976
	Surplus / (deficit) shown on receipts and payments account	2,751	( 4,267)			( 1,516)	( 8,505)
						-	
						-	
	Cash and bank balances at end of year	10,955	-	-	-	10,955	12,471
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets	Fixed Assets	General Fund		7,882	3,603
		Total	-	7,882	3,603

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities	Accounts		200	200
	Insurance		250	250
		Total	450	450

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

## Section C Notes to the Accounts

### C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

General Fund for Charitable Activities  
 Places called Home Grant for design and preparatory work at Dallas Dhu ramp  
 Money for Moray Grant for construction of Dallas Dhu ramp  
 Finnerne Development Trust Grant to purchase an ISO Container

### C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			-

### C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	x
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### Authority under which paid

### C3b Trustee remuneration - details

	£

### C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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### C4b Trustee expenses - details

	Number of trustees	£
Mileage and Expenses	1	565

### C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
Trustee	Website Hosting Fee	150	

### C6 Other information

One Trustee provides website hosting in line with their normal business  
 Fundraising event to be held in June 25 showing profit, however most expense will be incurred in 25/26





## Additional analysis (2)

## 5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
<b>General Fund</b>						
<b>Receipts</b>						
Donations	3,195				3,195	2,333
Legacies					-	
Grants					-	
Receipts from fundraising activities	6,514				6,514	3,204
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	<b>9,709</b>	-	-	-	<b>9,709</b>	<b>5,537</b>
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	100
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100</b>
<b>Total receipts</b>	<b>9,709</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,709</b>	<b>5,637</b>
<b>Payments</b>						
Expenses for fundraising activities	935				935	3,763
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	3,944				3,944	9,600
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	150
Preparation of annual accounts					-	
Legal costs					-	
AMM Costs	76				76	60
<b>Sub total</b>	<b>4,955</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,955</b>	<b>13,573</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets	2,000				2,000	
Purchase of investments					-	
<b>Sub total</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>-</b>
<b>Total payments</b>	<b>6,955</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,955</b>	<b>13,573</b>
<b>Net receipts / (payments)</b>	<b>2,754</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,754</b>	<b>( 7,936)</b>
<b>Transfers to / (from) funds</b>	<b>( 3)</b>				<b>( 3)</b>	
<b>Surplus / (deficit) for year</b>	<b>2,751</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,751</b>	<b>( 7,936)</b>

## Nature and purpose of funds

Fundraising Event is showing a profit but main expenses for holding this fundraising event will be incurred in the 25/26 financial year

## Additional analysis (3)


## 6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Places Called Home	Money for Moray	Finderne Development Trust			
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants			3,000		3,000	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	-	-	3,000	-	3,000	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	-	3,000	-	3,000	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	267	4,003			4,270	569
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	267	4,003	-	-	4,270	569
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets			3,000		3,000	
Purchase of investments					-	
<b>Sub total</b>	-	-	3,000	-	3,000	-
<b>Total payments</b>	267	4,003	3,000	-	7,270	569
<b>Net receipts / (payments)</b>	( 267 )	( 4,003 )	-	-	( 4,270 )	( 569 )
<b>Transfers to / (from) funds</b>		3			3	
<b>Surplus / (deficit) for year</b>	( 267 )	( 4,000 )	-	-	( 4,267 )	( 569 )

## Nature and purpose of funds

Places called Home Grant for design and preparatory work for a ramp at Dallas Dhu, part carried forward into 24/25  
 Money for Moray Grant for Dallas Dhu ramp construction entirely carried forward into 24/25  
 Finderne Development Trust Grant for the purchase of an ISO Container

## APPENDIX 3

		<b>Independent examiner's report on the accounts</b>						v2
<b>Report to the trustees/members of</b>	<b>Charity name</b>	<b>DAVA WAY ASSOCIATION</b>						
	<b>Registered charity number</b>	<b>SC030496</b>						
<b>On the accounts of the charity for the period</b>	<b>Period start date</b>				<b>Period end date</b>			
	<b>Day</b>	<b>Month</b>	<b>Year</b>		<b>Day</b>	<b>Month</b>	<b>Year</b>	
	<b>01</b>	<b>05</b>	<b>2024</b>	<b>to</b>	<b>30</b>	<b>04</b>	<b>2025</b>	
<b>Set out on pages</b>	5 to 10						(remember to include the page numbers of additional sheets)	
<b>Respective responsibilities of trustees and examiner</b>	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>							
<b>Basis of independent examiner's statement</b>	<p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.</p>							
<b>Independent examiner's statement</b>	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> <li>which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> <li>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> </li> </ol> <p>have not been met, or</p> <ol style="list-style-type: none"> <li>to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li> </ol>							
<b>Signed:</b>					<b>Date:</b>	01/10/2025		
<b>Name:</b>	Gordon Scott CA							
<b>Relevant professional qualification(s) or body (if any):</b>	ICAS							
<b>Address:</b>	34 Ferryhill							
	Forres							
	IV36 2GY							

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of  
any items that the  
examiner wishes to  
disclose