

# THE DAVA WAY ASSOCIATION

Minutes of the Board of Trustees Meeting held 11<sup>th</sup> November 2025

Venue: Royal British Legion, Sanquhar Road, Forres, IV36 1DG.

Meeting Opened: 19:00

	4.18 Ref 8.1.5: (See Item 8.1.4 below) 4.19 Ref 8.2.1: (See Item 8.2.1 below) 4.20 Ref 8.2.2: (See Item 8.2.2 below) 4.21 Ref 8.3.1.1: (See Item 8.3.1.1 below) 4.22 Ref 8.3.1.2: (See Item 8.3.1.2 below) 4.23 Ref 8.3.1.3: (See Item 8.3.1.3 below) 4.24 Ref 8.3.2: (See Item 8.3.2 below) 4.25 Ref 8.3.3.1: (See Item 8.3.3.1 below) 4.26 Ref 8.3.3.2: (See Item 8.3.3.2 below) 4.27 Ref 8.3.3.3: (See Item 8.3.3.3 below) 4.28 Ref 9.1.2: (See Item 9.1.2 below) 4.29 Ref 9.2.1.1: (See Item 9.2.1.1 below) 4.30 Ref 9.2.1.2: (See Item 9.2.1.2 below) 4.31 Ref 9.4.1: (See Items 9.4.1 and 9.4.2 below) 4.32 Ref 10.1.1: (See Item 10.1.1 below) 4.33 Ref 10.1.2: (See Item 10.1.2 below) 4.34 Ref 12.1: (See Item 12.1 below) 4.35 Ref 13.4: (See Items 13.1 and 13.2 below) 4.36 Ref 13.5: (See Item 13.3 below)	
5	<b>Treasurer's Report</b> PB reported that a balance of £7,403.90 is in the DWA account. Unrestricted Funds: £ 7,403.90 Restricted Funds: £ Nil	
5.1	Significant Income: £ 169.00 from St John's Church; donation for DWA presentation.	
5.2	Significant Expenditure: £ 198.00 to Moray Estates; refresher training Greg MacAulay.	
5.3	Anticipated Expenditure (from DWA funds): £ 150.00 to MIS; purchase of galvanised gate posts. £ 150.00 to MIS; purchase of replacement rough cutter blade.	
5.4	Anticipated Income (from external funding): £ Nil	
5.5	Anticipated Expenditure (covered by external funding): £ Nil	
5.6	Donations via the GiveWP-Stripe process since last meeting: £ Nil	
5.7		
6	<b>Correspondences</b> <b>To the Secretary</b> (Nothing to report) <b>Other Correspondence</b> NS reported that he has written to the St John's Church committee to thank them for their donation of £169.00.	
7	<b>Dava Way Path Works and Equipment Maintenance</b> <b>Unplanned Work Since Last Meeting</b> Ref 7.1.9: PM reported that the timber from windblown tree removal, delivered to Howard Davenport, has been processed into logs. Action closed. 30/10/25 PM and Greg McAulay felled last windblown tree in Auchern Cutting. 31/10/25 PM plus 1 removed felled wood from Auchern Cutting. 06/11/25 NS installed refurbished fingerpost at Dava North.	
7.1		
7.1.1		
7.1.2		
7.1.3		
7.1.4		

7.2 7.2.1	<p><b>Planned Work Since Last Meeting</b></p> <p>Ref 7.3.1: PM reported that the following works were carried out at a full work party held on 08/11/25:</p> <p>Aucheorn Cutting.</p> <ul style="list-style-type: none"> <li>Brash from earlier removal of windblown trees was processed into logs and wood chip. The wood chip was donated to Rafford Village Hall for use around their play equipment.</li> <li>A windblown willow tree root plate located on a steep slope within the cutting was safely pulled back to a horizontal position to prevent the possibility of it falling onto the path.</li> <li>Windblown debris removed from concrete drainage channel.</li> </ul> <p>South of Bantrach Cutting.</p> <ul style="list-style-type: none"> <li>Installed bund and side offlets to prevent water on path entering cutting.</li> </ul> <p>South of Newton Bridge.</p> <ul style="list-style-type: none"> <li>Installed bund and side offlets to prevent water on path entering cutting.</li> </ul> <p>Cairn Eney Cutting.</p> <ul style="list-style-type: none"> <li>Infilled largest puddles using excess sub-base.</li> </ul> <p>Action closed.</p> <p><b>Priorities for Next Work Party and Mini Work Parties</b></p> <p>PM proposed that the following works be considered priorities for the full work party to be held 13/12/25:</p> <p>Bogeney.</p> <ul style="list-style-type: none"> <li>Improve drainage south of Jess the Dog sculpture; use mini digger.</li> <li>Cut back gorse/whins around Jess the Dog, clean and repaint sculpture.</li> </ul> <p>Dragoon Crossing</p> <ul style="list-style-type: none"> <li>Repair gate.</li> </ul> <p>Various Locations</p> <ul style="list-style-type: none"> <li>Repair fingerposts.</li> <li>Remove windblown trees.</li> </ul> <p>Poor Weather Alternative.</p> <ul style="list-style-type: none"> <li>Tools and equipment maintenance.</li> </ul> <p>Agreed unanimously.</p> <p>PM will make the necessary arrangements.</p>	
7.3.2	Ref 7.3.2: Action held over. PM will liaise with Greg MacAulay regarding removal/pruning of trees at the location of the drainage pipe blockage in the cutting south of the Sluggan Burn, to prevent further root growth.	PM
7.3.3	Ref 7.3.3: Action held over. PB will contact the relevant estate manager and request an on-site meeting to discuss options to resolve the flooding issues that have resulted in erosion of the path surface between Balvlair and Dunphail.	PM
7.3.4	Dependent on the adjacent ditches having been cleared.	PB
7.3.5	Ref 7.3.4: Action held over. NS will treat the oak benches with teak oil when possible.	NS
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. NS will manufacture a new information board frame to the standard design and arrange for its installation adjacent to the Dullicht Bridge.	NS

7.5	<b>Tooling and Equipment</b> Ref 7.5.2: Action held over. PB will invoice the <a href="#">Forres Community Woodland Trust</a> (FCWT) for the recent repairs to the rough cutter.	PB
7.5.2	PM reported that he has modified a shovel to enable debris to be removed easily from the concrete channel in the Auchern Cutting.	
7.5.3	PB reported that the leaf blower is rough running and proposed that it should be put into MacGregor Industrial Supplies (MIS) for a service. Agreed unanimously. PB will arrange for the leaf blower to be serviced at MIS.	
7.5.4	NS proposed that a 19mm spanner be added to the chipper toolkit, to enable the access panels to be opened to clear blockages. Agreed unanimously. PM will add a 19mm spanner to the chipper toolkit.	PM
8	<b>Project Reports</b> <b>Dava Bypass Project</b> Ref 8.1.1 and 8.1.2: PB noted that keeping the Dava residents updated on developments, both individually and via the Dava Residents Association, is a fundamental part of managing the project. He suggested that the actions be closed. Agreed unanimously. Actions closed. Ref 8.1.3: Action held over. PB will seek specialist advice from <a href="#">Paths for All</a> re path design constraints regarding private water supplies.	PB
8.1.3	Ref 8.1.4: Action held over. PB will form a DWA subcommittee with MC, NS and TT to decide what improvements to the DW should be requested to ensure that the DWA gain maximum benefit from the constraints placed on the developer. PB will confirm with MC and NS what works have already been discussed by them with the Ourack Wind Farm developer and obtain details of any future meetings that they have arranged with the developer. NB: There are three planning constraints for works affecting the DWA - Constraint 23. The development of an Outdoor Access Plan to secure public access rights during and after wind farm development. Constraint 24. The development of a scheme to improve and enhance the Dava Way. Constraint 28. The development of a scheme for the provision of off-site road works at Castle Grant, including full details of the works affecting the Dava Way.	PB
8.1.4	Ref 8.1.5: MC reported that, as directed by PB, he has contacted the Ourack Wind Farm developer and arranged for them to meet with the DWA subcommittee at 10:00 on 14/11/25 at Mackenzie and Cruickshank, Forres. Action closed.	
8.2	<b>Dava Way Counter Project</b> Ref 8.2.1: Action held over. TH will obtain the appropriate components and build a test counter device (see <a href="#">Reddit article</a> ) as a winter project, with assistance from NS as required.	TH/NS
8.2.2	Ref 8.2.2: Action held over. MC reported that the Moray Access Officer, Hector Bryden, might be able to provide the DWA with one or more counters. MC will liaise.	MC
8.3	<b>Ghost Train Walk 2025</b> COTAG feedback: Ref 8.3.1.1: Action held over. MC will arrange a Zoom meeting with COTAG to clarify their observations re the DWA emergency maps, etc. Ref 8.3.1.2: Action held over. PM will update the DWA emergency maps. Ref 8.3.1.3: Action held over. PM will design large, brightly coloured tags, to identify the various access gate keys and wrap reflective tape around the DWA padlocks.	MC PM PM

8.3.2	Ref 8.3.2: Action held over. MC will add a note to the GTW project report for future reference, that the GTW events should be brought forward a week to deconflict with other 'longest day' events.	MC
8.3.3	GTW publicity:	MC
8.3.3.1	Ref 8.3.3.1: Action held over. MC will prepare a report on the GTW for upload to the DWA website.	MC
8.3.3.2	Ref 8.3.3.2: Action held over. PM will provide MC with admin access to the DWA Facebook page.	PM
8.3.3.3	Ref 8.3.3.3: Action held over. MC will upload a report on the GTW to the DWA Facebook page.	MC
9	<b><u>Health and Safety</u></b>	
9.1	<b>First Aid Kits</b>	
9.1.1	The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.	
9.1.2	Ref 9.1.2: Action held over. MC will call in the first aid kits for expiry date check. MC reported that he has checked FAK #3 and identified some consumable in use items that should be replaced. He will purchase and distribute replacement items. Noted that some of the items in the St John's First Aid Kits were life-ex. However, it was agreed that these items are not critical and did not need to be replaced at this time.	MC
9.1.3	MC proposed that a torch should be added to the contents of each first aid kit. Agreed unanimously. MC will purchase suitable torches and batteries.	MC
9.2	<b>Training</b>	
9.2.1	First aid refresher training:	
9.2.1.1	Ref 9.2.1.1: PB reported that it is unlikely that Scotia Medical will be able to provide the DWA with an Emergency First Aid at Work course and assessment in the near future. PB proposed that this action be closed and alternative providers approached. Agreed unanimously. Action closed.	
9.2.1.2	Ref 9.2.1.2: Action held over. MC will ask <a href="#">Outfit Moray</a> for potential course dates and costs for their Emergency First Aid at Work training.	MC
9.3	<b>Injury Reports and Incidents</b> (Nothing to report)	
9.4	<b>Documentation Review</b>	
9.4.1	Ref 9.4.1: MC reported that he has distributed a copy of the DWA H&S Policy to each DWA Trustee for review/comment. He has also distributed copies of the DWA risk assessments and COSHH assessments to each nominated equipment custodian for review. Action closed.	
9.4.2	Ref 9.4.1: Trustees and nominated equipment custodians to review and comment on the DWA H&S Policy, risk assessments and COSHH assessments as appropriate.	All
10	<b><u>Business Planning</u></b>	
10.1	<b>DWA Strategic Business Planning</b>	
10.1.1	Ref 10.1.1: Action held over. DWA Trustees to read and comment on the revised DWA Strategic Business Plan and draft budget forecast covering the potential projects to be carried out 2024-2025.	All
10.1.2	Ref 10.1.2: Action held over. MC and MS will update the DWA Strategic Business Plan to include a funding strategy to meet the budget forecast.	MC/MS
10.2	<b>Trustee Membership and Supporter Roles</b> (Nothing to report)	
10.3	<b>Succession Planning</b> (Nothing to report)	

11	<u>Funding</u> (Nothing to report)	
12	<u>Social Media and Publicity</u>	
12.1	<b>DWA Website</b> Ref 12.1: Action held over. TH, NS and MC will form a sub-committee to review the DWA website pages.	TH/NS/MC
12.2	<b>DWA Facebook Group</b> PM reported that the <a href="#">Friends of the Dava Way</a> Facebook group has 2,605 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	<u>Annual Members Meeting</u>	
13.1	Ref 13.4: MC reported that he has notified the members about the date of the AMM, to be held at Forres Royal British Legion (RBL) on 27/11/25.	
13.2	Ref 13.4: MC will circulate the associated 'document pack' to the members as soon as it is available.	MC
13.3	Ref 13.5: TH reported that he has prepared an appropriate slide show, to be run in the background at the AMM. Action closed.	
13.4	Following a discussion on catering for the AMM:	
13.4.1	MC will purchase 'nibbles'.	MC
13.4.2	MC will open a 'tab' at the RBL bar for the first drink for AMM attendees to be on the DWA.	MC
14	<u>AOCB</u>	
14.1	RR reported that motorcycles have been seen on the DW near Dallas Dhu.	
14.2	PM noted that several DW information boards are still displaying GTW '25 information sheets. PM will arrange for removal of the information sheets.	PM
15	Date of the Next Meeting: 19:00 09/12/25, at the Royal British Legion, Sanquhar Road, Forres, IV36 1DG.	

Meeting Closed: 21:00



Neil Sinclair  
Chairman  
Dava Way Association