

THE DAVA WAY ASSOCIATION

Minutes of the Board of Trustees Meeting held 09th December 2025

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

Meeting Opened: 19:00

Item	Minute				Action By												
0	<u>Election of Office-Bearers</u> NS reminded those present that, under clauses 67 and 68 of the Dava Way Association (DWA) Constitution, the DWA Board of Trustees (BoT) must elect (from among themselves) a chair, a treasurer, a secretary and any further office-bearers considered appropriate. The following office-bearers were duly elected: <table><tr><td>Chair</td><td>Neil Sinclair</td><td>Vice Chair</td><td>Robbie Roberts</td></tr><tr><td>Treasurer</td><td>Paul Barron</td><td>Dep Treasurer</td><td>Neil Sinclair</td></tr><tr><td>Secretary</td><td>Malcolm Campbell</td><td></td><td></td></tr></table>				Chair	Neil Sinclair	Vice Chair	Robbie Roberts	Treasurer	Paul Barron	Dep Treasurer	Neil Sinclair	Secretary	Malcolm Campbell			
Chair	Neil Sinclair	Vice Chair	Robbie Roberts														
Treasurer	Paul Barron	Dep Treasurer	Neil Sinclair														
Secretary	Malcolm Campbell																
1	<u>Welcome:</u>	Neil Sinclair chaired the meeting and welcomed members.															
2	<u>Present:</u>	Malcolm Campbell (MC), Neil Sinclair (NS), Paul Barron (PB), Robbie Roberts (RR), Tim Heaps (TH). Andrew Calder (Guest).															
	<u>Apologies:</u>	Michael J Sutherland (MS), Pete Mitchell (PM), Trevor Thornley (TT).															
3	<u>Minutes of the AMM held on 27th November 2025</u> The minutes of the DWA Annual Members Meeting (AMM) held on 27/11/25 were read and accepted subject to some minor changes. Proposed: PB																

5	<u>Minutes of the previous meeting held on 11th November 2025</u> The minutes of the previous DWA BoT meeting were read and accepted without change. Proposed: PM Seconded: RR	
6	<u>Matters Arising from the previous meeting</u>	
6.1	Ref 4.5: Action held over. MC will contact the appropriate estate offices to enquire if they wish to make a contribution to offset the DWA costs for path surface repairs (rut and pothole infilling) north of Longley Crossing.	MC
6.2	Ref 7.3.1: (See Item 9.2.1 below)	
6.3	Ref 7.3.2: (See Item 9.3.2 below)	
6.4	Ref 7.3.3: (See Item 9.3.3 below)	
6.5	Ref 7.3.4: (See Item 9.3.4 below)	
6.6	Ref 7.3.5: (See Item 9.3.5 below)	
6.7	Ref 7.4.1: (See Item 9.4.1 below)	
6.8	Ref 7.4.2: (See Item 9.4.2 below)	
6.9	Ref 7.5.1: (See Item 9.5.1 below)	
6.10	Ref 7.5.3: (See Item 9.5.2 below)	
6.11	Ref 7.5.4: (See Item 9.5.3 below)	
6.12	Ref 8.1.2: (See Item 10.1.1 below)	
6.13	Ref 8.1.3: (See Item 10.1.2 below)	
6.14	Ref 8.1.4: (See Item 10.1.3 below)	
6.15	Ref 8.2.1: (See Item 10.2.1 below)	
6.16	Ref 8.2.2: (See Item 10.2.2 below)	
6.17	Ref 8.3.1.1: (See Item 10.3.1.1 below)	
6.18	Ref 8.3.1.2: (See Item 10.3.1.2 below)	
6.19	Ref 8.3.1.3: (See Item 10.3.1.3 below)	
6.20	Ref 8.3.2: (See Item 10.3.2 below)	
6.21	Ref 8.3.3.1: (See Item 10.3.3.1 below)	
6.22	Ref 8.3.3.2: (See Item 10.3.3.2 below)	
6.23	Ref 8.3.3.3: (See Item 10.3.3.3 below)	
6.24	Ref 9.1.2: (See Item 11.1.2 below)	
6.25	Ref 9.1.3: (See Item 11.1.3 below)	
6.26	Ref 9.2.1.2: (See Item 11.2.1 below)	
6.27	Ref 9.4.2: (See Item 11.4 below)	
6.28	Ref 10.1.1: (See Item 12.1.1 below)	
6.29	Ref 10.1.2: (See Item 12.1.2 below)	
6.30	Ref 12.1: (See Item 14.1 below)	
6.31	Ref 13.2: (See Item 15.1 below)	
6.32	Ref 13.4.1: (See Item 15.2 below)	
6.33	Ref 13.4.2: (See Item 15.3 below)	
6.34	Ref 14.2: Action transferred. NS will arrange for the removal of GTW '25 information sheets from Dava Way (DW) information boards	
7	<u>Treasurer's Report</u>	
7.1	PB reported that a balance of £8,072.05 is in the DWA account. Unrestricted Funds: £ 8,072.05 Restricted Funds: £ Nil	
7.2	Significant Income: £ 280.00 from Moray Way Ultras.	

7.3	Significant Expenditure: £ 137.24 to MacGregor Ind. Supplies; purchase of galvanised gate posts.	
7.4	Anticipated Expenditure (from DWA funds): £ ~250.00 to MIS; leaf blower service and replacement carburettor. £ ~150.00 to MIS; purchase of replacement rough cutter blade.	
7.5	Anticipated Income (from external funding): £ Nil	
7.6	Anticipated Expenditure (covered by external funding): £ Nil	
7.7	Donations via the GiveWP-Stripe process since last meeting: £ 125.00	
8	<u>Correspondences</u>	
8.1	To the Secretary (Nothing to report)	
8.2	Other Correspondence (Nothing to report)	
9	<u>Dava Way Path Works and Equipment Maintenance</u>	
9.1	Unplanned Work Since Last Meeting 26/11/25 PM and PB cleared windblown trees from Foxhill Cutting and Belnain Cutting.	
9.2	Planned Work Since Last Meeting (Nothing to report)	
9.3	Priorities for Next Work Party and Mini Work Parties	
9.3.1	Ref 7.3.1: Action transferred. In PM absence, PB proposed that the following works be considered priorities for the full work party to be held 13/12/25: Balvlair to Jane's Hillock. <ul style="list-style-type: none"> Cut back gorse/whins. Agreed unanimously. PB will make the necessary arrangements.	PB
9.3.2	Ref 7.3.2: Action held over. PB 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.	PB
9.3.3	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. Dependent on the adjacent ditches having been cleared.	PB
9.3.4	Ref 7.3.4: Action held over. NS will treat the oak benches with teak oil when possible.	NS
9.3.5	Ref 7.3.5: Action held over. NS will inspect the damage to the nose of the Redcoat sculpture and see what can be done to repair it.	NS
9.4	Signage	
9.4.1	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
9.4.2	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
9.5	Tooling and Equipment	
9.5.1	Ref 7.5.1: Action held over. PB will invoice the Forres Community Woodland Trust (FCWT) for the recent repairs to the rough cutter.	PB

9.5.2	Ref 7.5.2: Action held over. PB reported that the leaf blower is at MacGregor Industrial Supplies (MIS) for its service. PB will monitor progress.	PB
9.5.3	Ref 7.5.4: Action transferred. PB will add a 19mm spanner to the chipper toolkit.	PB
10	Project Reports	
10.1	Dava Bypass Project	
10.1.1	Ref 8.1.2: Action held over. PB will seek specialist advice from Paths for All re path design constraints regarding private water supplies.	PB
10.1.2	Ref 8.1.3: PB reported that a DWA subcommittee with MC, NS and TT has been formed 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 has confirmed with MC and NS what works have already been discussed by them with the Ourack Wind Farm developer and has obtained details of the future meetings that they had arranged with the developer. Action closed.	
10.1.3	Ref 8.1.4: PB reported that the DWA subcommittee, minus TT, met on 13/11/25 with Tom Brinicombe, representative of the Ourack Wind Farm developer Vattenfall. The discussions were positive and a meeting will be held early in 2026 to put some further detail into the proposals. The DWA has supplied the developer with copies of the Dava Bypass survey data and documentation. PB will liaise with Tom Brinicombe. 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
10.2	Dava Way Counter Project	
10.2.1	Ref 8.2.1: Action held over. TH will obtain the appropriate components and build a test counter device (see Reddit article) as a winter project, with assistance from NS as required. TH reported that he has assessed the feasibility of self-build sensors and is confident that the DWA could produce these in-house for about £50 a unit.	TH/NS
10.2.2	Ref 8.2.2: MC noted that, if we are to develop our own in-house counters, there is little point in pushing the Moray Access Officer, Hector Bryden, to provide some. Action closed.	
10.3	Ghost Train Walk 2025	
10.3.1	COTAG feedback:	
10.3.1.1	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.	MC
10.3.1.2	Ref 8.3.1.2: Action held over. PM will update the DWA emergency maps.	PM
10.3.1.3	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.	PM
10.3.2	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
10.3.3	GTW publicity:	
10.3.3.1	Ref 8.3.3.1: Action held over. MC will prepare a report on the GTW for upload to the DWA website.	MC

10.3.3.2	Ref 8.3.3.2: Action held over. PM will provide MC with admin access to the DWA Facebook page.	PM
10.3.3.3	Ref 8.3.3.3: Action held over. MC will upload a report on the GTW to the DWA Facebook page.	MC
11	<u>Health and Safety</u>	
11.1	First Aid Kits	
11.1.1	The DWA first aid kits are held by MC, PB and PM. The completeness and serviceability of each kit was confirmed.	
11.1.2	Ref 9.1.2: Action held over. MC will call in the first aid kits for expiry date check.	MC
11.1.3	Ref 9.1.3: Action held over. MC will purchase suitable torches and batteries, to be added to the contents of each first aid kit.	MC
11.2	Training	
11.2.1	First aid refresher training: Ref 9.2.1.2: Action held over. MC will ask Outfit Moray for potential course dates and costs for their Emergency First Aid at Work training.	MC
11.3	Injury Reports and Incidents (Nothing to report)	
11.4	Documentation Review Ref 9.4.2: Action held over. Trustees and nominated equipment custodians to review and comment on the DWA H&S Policy, risk assessments and COSHH assessments as appropriate.	All
12	<u>Business Planning</u>	
12.1	DWA Strategic Business Planning	
12.1.1	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
12.1.2	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
12.2	Trustee Membership and Supporter Roles (Nothing to report)	
12.3	Succession Planning (Nothing to report)	
13	<u>Funding</u> (Nothing to report)	
14	<u>Social Media and Publicity</u>	
14.1	DWA Website Ref 12.1: Action held over. TH, NS and MC will form a sub-committee to review the DWA website pages.	TH/NS/MC
14.2	DWA Facebook Group (Nothing to report)	
14.3	Local, Regional and National Publications (Nothing to report)	
14.4	External Websites and Social Media. (Nothing to report)	
15	<u>Annual Members Meeting</u>	
15.1	Ref 13.2: MC reported that he has circulated the associated 'document pack' to the members. Action closed.	
15.2	Ref 13.4.1: MC reported that the 'nibbles' were provided by TH, and they were delicious. Action closed.	

15.3	Ref 13.4.2: MC reported that he opened a 'tab' at the RBL bar for the first drink for AMM attendees to be on the DWA. Action closed.	
16	<u>DWA Annual Dinner</u> It was agreed that an annual dinner should be held on a suitable date, likely to be around the end of January 2026. NS will make the necessary arrangements.	NS
17	<u>AOCB</u> MC reported that the RBL will be charging £20 per evening for use of their facilities for future DWA BoT meetings. MC will provide the RBL with a list of meeting dates for 2026.	MC
18	Date of the Next Meeting: 19:00 13/01/26, at the Royal British Legion, Sanquhar Road, Forres, IV36 1DG.	

Meeting Closed: 21:00



Neil Sinclair
Chairman
Dava Way Association