



	designated Core Path and the Act allows the DWA access to the DW to carry out path maintenance, install signage, etc. unless they are told otherwise. Action closed.	
5	<p><u>Chairman's Annual Report</u></p> <p>5.1 The DWA Chairman (Neil Sinclair) read out the following report:</p> <p>The ancient Chinese philosopher Zhuangzi (tsuant si) once said "The path is made in the walking of it". He said this sometime between 476 and 220 BC and these thoughts are still relevant today. Our path has been made by the walking of it. Our evidence shows that this year 11,300 souls have helped to make our path, and 1,400 cyclists have also helped.</p> <p>The footfall count may be slightly down from last year but we have had a poor summer weather-wise, or perhaps we are now recording more accurately. We have installed more counters to give us even more meaningful figures and we are about to install another one on the new section as part of the Lynmore Bypass. Malcolm will tell us more about that in a moment.</p> <p>Once again the success of our path is due to the commitment and enthusiasm of our volunteers. People who turn out regularly and toil away on our monthly work days. A vote of thanks must go to all our volunteers and especially to the Work Party Coordinator, our intrepid 'task master'. Thanks Pete.</p> <p>We have had at least one working day every month this year as well as many mid-week sessions, weather and daylight permitting.</p> <p>The DWA has a seat at the table of several partner organisations and we are regularly represented at national forums by Norman. I have attended these twice now and we are always received with considerable respect. I would like to take this opportunity to thank Norman for his keen and energetic input. Thanks Norman.</p> <p>This year has seen the conclusion of a major project, the Lynmore Bypass, and when I say major I mean to the sum of £123,000. This finally gives us a dry path through the part of Seafield Estate that has caused us some considerable problems in the past. In a moment I will ask Malcolm to tell us all the details of this project. Malcolm project managed this new part of the path, working with COAT and Sustrans, and for this I would like to thank him for his work and also for developing the links we now enjoy with Sustrans.</p> <p>In the summer we organized and ran several events as part of the Moray Walking Festival. We had guided walks, navigation days and the Moray Way 5 Day Challenge. These events were well attended and helped put the Dava Way and Moray on the walking map, as well as producing revenue for the association. Paul will tell us more about this in a moment.</p>	

2015/16 has seen us continue to develop our path and build bonds with other groups, for example, the Scouts both in Forres and Grantown-On-Spey are now involved with things like 'litter picks' and I would like to thank all those involved.

So as this year draws to a close we are in a position where we can look forward to another successful year, but before I end special thanks must go to Paul for his sterling effort keeping us solvent and the CA [Chartered Accountant] happy. Thank you Paul.

This concludes my report and I would like to ask Malcolm to say a few words on this year's major project and possibly a mention about the next step.

Thank you.

5.2 The DWA Lynmore Bypass Project Manager (Malcolm Campbell) provided a brief history of the project from the initial feasibility study, funded with a £6,000 grant from the [Big Lottery Fund](#), to the completion of path construction, with £125,000 of funding provided by [Sustrans](#) (SUStainable TRANSport). The [Cairngorms Outdoor Access Trust](#) (COAT) were engaged to carry out the initial feasibility study and, when the Sustrans funding became available, went on to complete the Path Proposal documentation and liaise, as primary contractor on behalf of the DWA, with the land owner, Cairngorm National Park Authority (CNPA), Highland Council and Sustrans.

Malcolm Campbell then outlined the DWA plan for future projects to eventually upgrade the whole of the DW to a Sustrans standard (see page 23 of the [Sustrans Handbook for Cyclefriendly Design](#)). The organisations involved in the Lynmore Bypass Project have worked well together and, with the agreement of Sustrans, a small underspend from the bypass project will be used by COAT to plan for a feasibility study covering the entire DW route. The product of this feasibility study will be a series of 'shovel ready' (fully documented and costed) projects that may be implemented as funds become available.

Trevor Thornley noted that it was David Binney who initiated the grant bid to the Big Lottery Fund, the catalyst for all the good things reported above. He thanked David for his work in compiling and submitting the grant application, Neil Sinclair for taking the grant submission to its successful conclusion and Malcolm Campbell for liaising with Sustrans and promoting the DW as a cycling route.

## 6 Treasurer's Annual Report

6.1 The DWA Treasurer (Paul Barron) read out the following report:

As a SCIO the members are required to consider our annual accounts for the financial year 15/16. Accordingly copies of the Trustees Annual Report incorporating our annual accounts starting on P5 have been circulated to all Trustees and further copies have been distributed around the room for consideration by our members. These annual Payment and Receipt accounts have been examined by our

accountant Gordon Scott, CA and he is satisfied that our accounting records comply with the necessary legislation and regulations.

### **DWA Finances Key Points**

Total Annual Income for 15/16 was £46,504. This included a £40,000 restricted grant from Sustrans to commence construction work to upgrade the Lynmore Bypass section of the Dava Way, following the use of the Big Lottery restricted grant received in the previous financial year to design the project and obtain planning permission. Income receipts also increased during the 15/16 year due to the main internal fundraising event the Ghost Train Walk being held, realising £2,155 and participation in the Moray Walking Festival with income receipts of £792.

Other significant income receipts included individual donations of £3,110 including a £500 donation from Altyre Estates for work at the Scurrypool wash out in 14/15. Under our Gross Trading heading sales of DW Companion Guide Books and for the first time cloth badges raised £442 mostly from Companion Guide Books, but hopefully sales of cloth badges will increase in future financial years. The other significant receipt in the financial year was £772 reclaimed from HMRC as Gift Aid and recorded in donations.

During the financial year the number of individuals that give regular donations to the DWA remained static at 9, giving us a continued steady income stream and if any others are like minded to financially assist the DWA in this way, we would really welcome this help from other benefactors.

Total Expenditure over the financial year amounted to £51,493. Although this exceeded Total Income, restricted funds of £6,080 were carried forward from 14/15. This expenditure included most significantly £40,000 on the initial work to improve the Dava Way at the Lynmore Bypass, covering payments from COAT to contractors on site. A further £6,001 was spent on the COAT design work and subsequent planning application for the same Lynmore Bypass. A total sum of £3,439 was spent on general day to day work to maintain the Dava Way including, purchase of materials, purchase and maintenance of equipment, fuel, etc. Other significant payment items contained within the day to day running costs of the DWA included £338 on public liability insurance, £120 on the preparation and auditing of our annual accounts for 2014/15 and £724 as expenses to trustees. Other expenditure included within expenses for fundraising activities included £991 on Ghost Train Walk 2015 (GTW) and £665 on Moray Walking Festival (MWF). It should also be remembered that £250 expenses for GTW 2015 were previously accrued in 14/15. Overall the GTW fundraising event added £914 and the MWF added £127 to DWA funds. The purchase of cloth badges under gross trading was £175 and approximately £150 remains in stock.

	<p>With no new asset investment in 15/16 the book value of our fixed assets has decreased from £7566 to £4300. In accordance with our accounting policy these assets will continue to depreciate in value at 20% per annum.</p> <p>At the comparative year ends 14/15 and 15/16 our General fund bank balance increased from £3,250 to £4,258 and there remained a £79 balance in the restricted funds. The trustees consider that this amount is still appropriate to allow them to continue to support the charitable activities of the DWA in the foreseeable future. As this General Fund bank balance is limited the Treasurer recommends that the prudent decision of the AGM of the Dava Way Association six years ago to always maintain a minimum operating bank balance of £1,000 should be sustained.</p>	
6.2	<p>Paul Barron explained that the Minimum Operating Balance (MOB) of £1000 is the amount currently required to cover the statutory liabilities and essential operating costs of the DWA for a maximum of three years, primarily the public liability insurance premium of approximately £300 per annum. Paul Barron proposed that the MOB remains at £1000. Agreed unanimously.</p>	
6.3	<p>Wilson Metcalfe asked if the annual asset depreciation of 20% should be increased to 25%. Paul Barron explained how the depreciation was calculated by the accountant, using a standard value of 20%. Wilson Metcalfe thanked Paul Barron for his explanation.</p>	
7	<p><u>Approval of the Trustees Annual Report:</u></p> <p>The Trustees Annual Report was read and accepted without change.</p> <p>Proposed: Pete Mitchell                      Seconded: Malcolm Campbell</p>	
8	<p><u>Approval Of New Member Applications</u></p> <p>Neil Sinclair clarified that, according to the DWA Constitution, it is not a function of the AMM to approve new member applications. Those non-members present may complete a DWA Membership Application form but, under clause 13 of the DWA Constitution, the applications will be considered by the board at its next meeting.</p>	
9	<p><u>Resignation and Election of Board Members and Office Bearers</u></p> <p>Neil Sinclair clarified that, according to the DWA Constitution, it is not a function of the AMM to elect office bearers from the elected board members. Under clauses 67 and 68 of the DWA Constitution, the elected/re-elected board members will (from among themselves) elect the appropriate office-bearers at their next board meeting.</p> <p>In a change to the published agenda, the current board members would retire from office at the end of proceedings and may offer themselves for re-election at that point.</p>	

10	<p><u>Review of Membership Fee Amount</u></p> <p>Paul Barron brought to the attention of those present the requirement for an annual membership subscription under clause 16 of the DWA Constitution. The DWA members have previously voted that there should be no subscription amount payable, with members left to decide individually if they wish to donate. Paul Barron proposed that the annual membership subscription amount payable should be nil. Agreed unanimously.</p>	
11	<p><u>AOCB</u></p> <p>11.1 <u>Scotways – Promotion of Adjacent/Linking Pathways</u></p> <p>Norman Thomson reported that the DWA was contacted in August 2016 by the <a href="#">Scottish Rights of Way &amp; Access Society</a> (ScotWays), enquiring whether the Dava Way would object to the signing and way marking of a short section of an Old Military Road running parallel to the Dava Way from the A939 to the A940. There were concerns that no parking exists at either end of the route, and that there are better routes in the area that could be signed instead. Norman Thomson and Pete Mitchell suggested to ScotWays that they consider signing the <a href="#">Via Regia</a> and <a href="#">Loan Road</a>, both ancient rights of way. The <a href="#">Mannoch Hill Road</a> was added later. Norman Thomson and Pete Mitchell will meet with representatives from ScotWays in December 2016 for detailed discussions.</p> <p>Pete Mitchell asked for suggestions on how someone walking on the DW should be directed to the ScotWays routes that do not intersect directly with the DW. The consensus was that information boards should be used at appropriate points on the DW to advertise the existence of the adjacent routes, with signage guiding walkers to/from them.</p> <p>11.2 <u>Bill Budge – Personal Comment on DWA</u></p> <p>Bill Budge stated how much he enjoys keeping up to date with the work of the DWA. He finds the minutes well written and informative, providing him with a window on this superbly well run voluntary organisation that is achieving so much in a well-managed and safe manner.</p> <p>11.3 <u>Practical Assistance from Other Organisations</u></p> <p>Wilson Metcalfe announced that the Royal Engineers from Kinloss Barracks are carrying out a regimental run on the DW the following day. Several DWA members commented that the Royal Engineers expertise would be invaluable for use on certain DWA projects. Paul Barron stated that this had been tried in the past but proved unworkable due to stringent liability insurance requirements and the Royal Engineers other commitments. Wilson Metcalfe suggested that the <a href="#">Forres Community Woodlands Trust</a> had received help from attendees at a Territorial Army Royal Engineers summer camp hosted at Kinloss Barracks and that this alternative source of assistance may be worth looking into.</p>	

<p>11.4</p> <p>11.5</p> <p>11.6</p> <p>11.7</p> <p>11.8</p>	<p><u>Other Sources of Funding</u></p> <p>Wilson Metcalfe reported that he had seen a sign outside the Forres Co-op store advertising the <a href="#">Co-op Local Community Fund</a>. He stated that several organisations in Forres have benefitted from this fund, including the Forres Community Woodlands Trust and Forres Area Soccer 7s. Paul Barron thanked Wilson Metcalfe for pointing this out and added that funding from the <a href="#">Tesco Bags Of Help</a> scheme was also being looked into.</p> <p><u>Vote of Thanks to Scout Groups</u></p> <p>Robbie Roberts reported that the 1<sup>st</sup> Forres Scout Group and the 1<sup>st</sup> Grantown-On-Spey Scout Group have been doing excellent work at their respective ends of the DW, carrying out litter picking and undergrowth cutback from Spring to Autumn. Robbie Roberts will pass on the thanks of the DWA to these groups.</p> <p><u>National Walking and Cycling Network</u></p> <p>Neil Sinclair pointed out that the DW is included in <a href="#">Scottish Natural Heritage</a> (SNH) materials promoting <a href="#">Scotland's Great Trails</a>, in particular the 'Tube Map' promoting those strategic paths comprising the future <a href="#">National Walking and Cycling Network</a> (NWCN). The NWCN is a Scottish Government national development project led by Scottish Natural Heritage, along with Sustrans and Scottish Canals, to develop a strategic network of well-maintained long-distance paths and trails through Scotland.</p> <p><u>Ramblers Pathwatch Application</u></p> <p>Neil Sinclair reported that the Ramblers Pathwatch application is now available in Scotland. The <a href="#">Pathwatch campaign</a> aims to get all rights of way well maintained by 2020; details of any faults reported are passed on to the appropriate organisation for action. The free Pathwatch app ( <a href="#">Android</a>, <a href="#">Apple</a> ) lets you record what you find while on the move. That could mean logging anything from missing signs and overgrown paths to exciting views and wildlife. A <a href="#">desktop version</a> of Pathwatch is also available.</p> <p><u>Reinstallation of Gate at Squirrel Neuk Bridge</u></p> <p>Tom Summerscales asked if a gate could be reinstalled beneath the Squirrel Neuk bridge. Pete Mitchell reported that the gate was removed to facilitate access for forestry workers. Some walkers have not followed the way markers and left the railway track bed at this point, instead continuing north into the cutting and venting their displeasure on Facebook about having to "wade through ankle deep mud on this poorly maintained section of the Dava Way". The DWA Work Party Coordinator (Pete Mitchell) will contact the Altyre Estate Office and discuss the reinstallation of a gate at this point.</p>	<p>RR</p> <p>Work Party Coordinator</p>
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11.9	Tom Summerscales reported an accumulation of fallen leaves around the inlet to the new drainage pipe recently installed at Auchearn. He suggested that a wire mesh be installed over the inlet to prevent leaves entering the pipe and blocking it. The DWA Work Party Coordinator (Pete Mitchell) will consider the options for protecting the pipe and add a task to a future work party.	Work Party Coordinator
12	<p><u>Date of the Next Meeting</u></p> <p>Neil Sinclair asked those present if the AMM should continue to be held in November or if it should be held earlier in the year, aligned with the end of the Financial Year for example. Paul Barron noted that April, May and June are busy months for the DWA, preparing for the summer season and running events for the Moray Walking and Outdoor Festival. He added that many people may not be available during the summer months July to September. The general consensus was “If it ain’t broke, don’t fix it.”.</p> <p>Neil Sinclair proposed that the next AMM should be held on Tuesday 7<sup>th</sup> November 2017. Agreed unanimously.</p>	
13	<p><u>Resignation and Election/Re-election of Board Members</u></p> <p>All the DWA board members retired from office and offered themselves for re-election. Neil Sinclair asked if any other DWA members would like to stand for election – there were no takers. The following members were duly re-elected as board members:</p> <p>Doug Hartley, Malcolm Campbell, Neil Sinclair, Norman Thomson, Paul Barron, Pete Mitchell, Robbie Roberts, Trevor Thornley</p>	

Meeting Closed: 21:20



Neil Sinclair  
Chairman  
Dava Way Association