

**MORAY LOCAL OUTDOOR ACCESS FORUM  
THIRD MEETING**

***MINUTES (DRAFT)***  
**Moray Council Chambers, Elgin**  
**Tuesday 27<sup>th</sup> June 2006**  
**7.00pm- 9.00pm**

**PRESENT**

Ian Douglas (Moray Council- Moray Access Manager),  
 Ian Bruce (Moray Council- Environmental Services Manager),  
 Claire Bell (Moray Council- Path Project Officer),  
 Cath Clark (Paths for All Partnership)

Members:

Peter Graham-SRPBA (Landowner)- Convener  
 Simon Jacyna- MEAG (Outdoor Access User)- Vice Convener  
 Janet Trythall, -(Outdoor Access User)  
 Watson Bell (Outdoor Access User)  
 John Fleming- MALT (Community Groups)  
 Jean Oliver- Speyside Paths Network Group (Community Groups)  
 Duncan McConnell- Dyke & Landward Community Council (Community Groups)  
 Jenny Gate- Glenlivet & Inveravon Community Association (Community Groups)  
 Alasdair Laing- Logie Estate (Landowner)  
 Philip Whitefield- Forestry Commission Scotland (Public Agencies)  
 Kelley Miller –SNH (Public Agencies)

**Apologies**

Iain Green-NFUS (Landowner), John MacLean- Westfield Farms (Landowner), Cllr Linda Gorn- Moray Council (Public Agencies), Honor Third/ Iain Stephen - Moray Access Panel (Outdoor Access User), Garry Morrison (Moray Council).

**Non Attendees**

Toby Metcalfe –Smiths Gore (Landowner),  
 Barbara Stearn- Moray Health & Social Care Partnership (Public Agencies)  
 Franziska Smith- HIE Moray (Public Agencies)  
 Rita Marks- Moray Tourism Forum (Outdoor Access User)

<b>Item</b>		<b>Action</b>
<b>1.0</b>	<b>Welcome</b> The meeting was chaired by the Convener Peter Graham.	
<b>2.0</b>	<b>Accuracy of Previous Minutes</b>	
2.1	The previous meetings were confirmed as being true and accurate. Agreed by Jean Oliver and seconded by Jenny Gate.	
<b>3.0</b>	<b>Matters Arising</b>	
3.1	<u>Item 3.1 - Clerking &amp; Legal issues</u> Ian Bruce reported that Roddy Burns of MC Legal Services has now replied and confirmed that they are happy with the Forum's documentation to date, and hope to have a representative attend a future meeting. Confirmation is still required as to whether a Clerk will be provided. Claire Bell to continue in the meantime.	Moray Council
3.2	<u>Item 3.2-Travel Expenses</u> Ian Douglas confirmed that the mileage rate is 12.6p/mile, based on the agreed amount for volunteers.	

<p>3.3</p>	<p><u>Item 3.3- Press Release</u> A press release was issued after the last meeting via the council’s press officer. This is to continue after all meetings. Ian Douglas to organise.</p>	<p>Ian Douglas</p>
<p>3.4</p>	<p><u>Item 3.4- Minutes of Meeting-Procedure</u> Minutes of past two meetings now on website.</p>	
<p>3.5</p>	<p><u>Item 3.5- Finance</u> It was confirmed that although Moray Council are underwriting the running costs of the Forum, the Forum will not have its own budget. The Forum’s role is as an advisory body to the council. Therefore if it produces recommendations on an issue that requires funding, then the Forum can request the council to allocate sufficient resources.</p> <p>Cllr Bob Wilson was to raise the matter of funding of Outdoor Access and the Forum at the Council, but has still to report.</p>	<p>Cllr Bob Wilson</p>
<p>3.6</p>	<p><u>Item 4.2:Filling of Vacancy</u> Ian Douglas reported that James Cruikshank has stated that he cannot take up his new position on the Forum as replacement to A Fraser. Ian Douglas recommended that Ray Brumby, as the next highest scoring candidate from the community peer group, be allocated the member position instead. The Forum agreed to this, and Ian Douglas to write to inform Mr. Brumby of his appointment.</p> <p>Ian Douglas recommended that Mr Brumby’s place on the substitutes list remain vacant due to no other candidates being available from the Community peer group. Following discussion, it was agreed that should a future vacancy occur on the Forum and given the relevant reserve list is empty, candidates can be taken from the same peer group on the Friends list.</p>	<p>Ian Douglas</p>
<p>3.7</p>	<p><u>Item 7.2: Scotways Publication</u> It was agreed that Ian Douglas is to order several copies of the Scotways ‘Outdoor Access Guidance Pack’ and the ‘Access Rights and Rights of Way: A Guide to Law in Scotland’ publications. These are to be made available to the Forum members.</p>	<p>Ian Douglas</p>
<p>3.8</p>	<p><u>Item 9.0: National Outdoor Access Forum</u> Cllr Bob Wilson still to investigate and report on how the Forum can represent their views on the National Forum, and the idea of regional representation as discussed at last meeting.</p>	<p>Cllr Bob Wilson</p>
<p>3.9</p>	<p><u>Item 9.4: Press Release and Awareness Raising</u> Ian Douglas confirmed that a letter to raise the awareness of the Moray Local Outdoor Access Forum has now been distributed to various community and outdoor access groups. Simon Jacyna reported that he has written to several of the local equestrian groups but has received no replies yet.</p>	
<p>3.10</p>	<p><u>Item 9.6: Neighbourhood Forums</u> Ian Douglas reported that he has now written to the 8No Neighbourhood Forums and has received replies from two of them. This was specifically aimed at exploring whether the neighbour aimed at exploring whether the Neighbourhood Forums can assist with Core Path Planning consultation.</p>	
<p>3.11</p>	<p><u>Item 10.3: Framework for Access</u> Peter Graham reported he is awaiting a copy of the Core Path Planning document from the Fife Access Forum, and will pass a copy to Ian Douglas.</p>	<p>Peter Graham</p>

<p><b>4.0</b></p> <p>4.1</p> <p>4.2</p> <p>4.3</p>	<p><b>Policy Document Working Group</b></p> <p><u>Policy documents</u> Following the meeting of the working group, some minor changes were made and the documents redistributed for comment prior to this meeting. Ian Douglas reported that the only significant change was the omission of item 2.2 relating to a code of conduct from the Procedure for Conduct document, as it was not felt appropriate.</p> <p>No queries were raised on the updated documents, other than agreement that item 3.2 &amp; 3.3 of the Aims and Objectives document are to be amalgamated. Ian Douglas to update. With this amendment, the following documents were formally adopted by the Forum:</p> <ul style="list-style-type: none"> <li>● Procedures for Conduct</li> <li>● Operating Principles</li> <li>● Aims &amp; Objectives</li> <li>● Resolution of Outdoor Access Disputes</li> </ul> <p>It was agreed that these documents and the communication strategy once it is complete are to be bound together as a pack and a copy given to any new members.</p> <p>Peter Graham thanked the working group for their input and noted that the sub-group system seems to have worked well.</p>	<p>Ian Douglas</p> <p>Ian Douglas</p>
<p><b>5.0</b></p> <p>5.1</p>	<p><b>Training</b></p> <p><u>Presentation on Neighbouring Outdoor Access Forums</u> Kelley Miller of SNH gave an informal update on the how the neighbouring Outdoor Access Forums are doing and where they are in relation to Core Path Planning.</p> <p>Aberdeen City: Their Forum is only on its second meeting, but they did have an outdoor access group prior to this. The voting was held on one night and caused difficulties.</p> <p>The Forum have started helping with Core Path Planning. Members have been given maps to take to their relevant user groups and have been asked to mark on paths. This hands on method appears to be good in theory but has proved confusing in practise. Aberdeen City is further ahead in the formal Core Path Planning process, but Moray is more advanced due in terms of base data collected from previous projects and consultations.</p> <p>Aberdeenshire: Their Forum has been running for a year now (6 meetings), and was set up from scratch. The voting system was similar to Moray with peer group selection, but there were public events run throughout the area prior to selection. The Forum has had several successful training events, including the whole group been taken out with a ranger and a visit to a member's Farm. They have had to deal with several access issues and encourage the public to attend their meetings (there are open and closed sessions). Core Path Planning: A public open day was held with 150 people attending, with presentations and feedback. There have also been many stands positioned throughout the area, which Forum members manned. The public were encouraged to mark path lines on maps, but the stands were generally poorly attended.</p> <p>Cairngorms: The Forum was selected through a process of public presentations inviting applications, and then interviews of all potential members. The Forum held a public Open Day earlier in the year. There were no public attendees at the actual Forum meeting, but the afternoon presentations were well attended.</p>	

<p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p>	<p>Kelley Miller noted that she has only attended a couple of their meetings and that Debbie Green of SNH would be able to supply any further information on the Forum's progress.</p> <p><u>Monitoring &amp; Evaluation</u> Kelley Miller confirmed that none of the above Forums have carried out any baseline studies on public awareness of them. It is felt that it is still too early for our Forum to look at this.</p> <p><u>Public Events</u> A public event/ open day was discussed to promote the Forum and Outdoor Access. It was agreed that this should wait until there is something to report, or could be tied in with Core Path Planning.</p> <p>In the meantime Jean Oliver to approach Diageo regarding the use of Drummuir Castle as a possible venue. Peter Graham and Ian Douglas to discuss programme.</p> <p><u>Paths For All- Training</u> Cath Clark from Paths for All Partnership addressed the Forum on ideas for future training. She explained that there are 3 Levels of training: site based, regional access forum, and SNH/ Paths for All. A programme for Paths for All Partnership training events and leaflets on community support were issued to those present. The Forum are to decide what areas of training they want and come back to her to set up events and training.</p> <p>It was suggested that working with neighbouring Forums can be useful, and also to carry out site visits with training attached. Cath Clark and Duncan McConnell to liaise over the training element to be included in the site visit to Moray Estates at the next Forum Meeting.</p> <p><u>Training Seminars</u> IT was noted that the Ramblers Association Scotland will be running a training event in Stirling on 11<sup>th</sup> November at 10.00am- 4.00pm specifically for Outdoor Access Forum Members. Jean Oliver also reported that Scotways are willing to carry out training for £100 per day (plus Expenses). It was suggested that a joint event could be organised with a neighbouring Forum.</p> <p><u>Member Skills</u> Kelly Birnie noted that the Aberdeenshire Forum had its members fill in a skills register (eg Computer skills, technical knowledge, experience of access issues). Kelly to pass on a copy of the proforma to Ian Douglas.</p>	<p>Jean Oliver</p> <p>Peter Graham/ Ian Douglas</p> <p>Cath Clark/ Duncan McConnell</p> <p>Kelley Miller</p>
<p><b>6.0</b></p> <p>6.1</p> <p>6.2</p>	<p><b>Communication Plan</b></p> <p><u>Draft Communication Plan Discussion Paper</u> Ian Douglas had issued a discussion paper to all members prior to the meeting. Phil Whitfield commented that he thinks it important that the Forum promote Responsible Access and the Scottish Outdoor Access Code as their key objective.</p> <p><u>Working Group</u> A working group was set up to meet with Ian Douglas and to agree the draft Communication Plan and report back to the next Forum meeting: Watson Bell, Phil Whitefield, Jenny Gate to Chair, and Simon Jacyna to attend. (Post meeting date: meeting held 7<sup>th</sup> August at Springfield House.)</p> <p>Ian Douglas to then prepare the Draft Communications Plan document for presenting to the next Access Forum Meeting.</p>	<p>Communication Working Group</p> <p>Ian Douglas</p>

<b>7.0</b>	<b>Core Paths Plan</b>	
7.1	<p><u>Appendix 1 to Committee Report</u> A copy of the 'Preparation of The Moray Draft Core Paths Plan' document which formed part of the Council Committee report, was issued to all members prior to this meeting.</p> <p>The paper identifies the two stage process in consultation required in the production of the Core Path a/ to agree the criteria as to what constitutes a Core Path. and b/ to identify lines on the map.</p>	
7.2	<p><u>Working Group</u> A working group was set up to assist Ian Douglas in the process of Core Path Planning: Jenny Gate, John Fleming, Kelley Miller, Alasdair Laing and chaired by Jean Oliver. Simon Jacyna and Peter Graham to attend as observers.</p> <p>The first meeting will focus on the production of a programme and recommendations as to the criteria for identifying Core Paths. Date of meeting to be confirmed. (Post Meeting Note: 31<sup>st</sup> August at 2pm at Springfield House) Sub group to report back at the next Forum meeting.</p>	Core Path Working group
7.3	<p><u>Funding of Core Path Planning</u> Ian Douglas noted that there has been no financial allocation given to Core Path Planning. As a results he will require to prepare a Core Paths Plan that incurs little or no costs. This clearly will be challenging!</p>	
<b>8.0</b>	<b>Dufftown Spur</b>	
8.1	<p><u>Dufftown Spur Working Group</u> There was much discussion on the issue of the Dufftown Spur. This resulted in the formation of a working group: Philip Whitefield, Peter Graham and chaired by Janet Trythall.</p> <p>The group is to look into the background and consult the engineering report in order to understand the issue, before reporting back to the Forum at the next meeting with recommendations on how to resolve the issue.</p>	Dufftown Spur Working Group
<b>9.0</b>	<b>AOCB</b>	
9.1	Rita Marks had requested the Forum discuss an access issue relating to the wind farm at Paul's Hill. As she was not present, the matter has been deferred until the next meeting.	Peter Graham/ Rita Marks
<b>10.0</b>	<b>Location &amp; Date of Next Meeting</b>	
	<p>Next meeting to be held Tuesday 12<sup>th</sup> September 2006 at 5.00pm, at the Moray Estate Office, Darnaway.</p> <p>This will begin with member training through a tour of the estate looking at points of interest to do with access. Formal meeting will follow and will expect to finish by 8.30pm. A light buffet and refreshments will be provided.</p>	

Note:

Following representation from the Forum members on the draft minutes the following changes have been made:

- Item 3.1 – end paragraph now reads 'a future' meeting replacing 'the next' meeting.
- Item 3.5 – last sentence now removed as inaccurate statement