

## **CURRENT COMMITTEE, VACANCIES & JOB DESCRIPTIONS**

### **President**

VACANT following the death of John Harrington

*Role is to be an Honorary Figurehead for the NCRA in the community.*

### **Chairman**

David Phillips

*To chair the AGM and meetings of the Committee, facilitate its work and the development of policy, present an annual Review of its work to the AGM and to have ultimate responsibility for ensuring compliance with the NCRA's Constitution.*

### **Secretary**

VACANT, as after 15 years as Secretary, Jean Gammons is standing down; but, if elected, she is willing to serve as an ordinary committee member with special responsibility for Planning and Enforcement matters, see further below.

*To organise meetings of the Committee and the AGM, producing an agenda and chairman's brief; prepare an annual report for presentation to the AGM; take minutes; liaise with Committee members as required; conduct correspondence on behalf of the NCRA; preserve a record copy of meetings and to periodically deposit this with Bexley Local Studies.*

### **Treasurer**

Tony Morris

*To arrange the collection and bank deposit of subscriptions and donations, and other monies of the NCRA; maintain a correct record of these, and expenditure; provide the Membership Secretary with Lists of members, for issue to the Collectors for the purposes of the annual Collection of subscriptions; provide the Webmaster with updates regarding current members for the purposes of the NewsMail mailing list and to produce an annual audited Statement of Accounts to the AGM.*

**/Webmaster**

### **Webmaster**

Alex Bunce

*To maintain the NCRA's website and its NewsMail service, liaising with the Treasurer in updating the mailing list; and to ensure compliance with GDPR.*

### **Deputy Webmaster**

VACANT as Ollie Jeffs is not standing for re-election

### **Membership Secretary**

Judy Hone

*To organise the annual Collection of Subscriptions, team-leading the volunteer Collectors; and to arrange for the hand delivery of the AGM Notice, and any other critical NCRA communications, to those members without a PC; and to transfer to the Treasurer all monies collected, together with the Lists completed by the Collectors and the Membership Forms signed by new members.*

### **Community Engagement & special projects**

David Jones

*To seek to restore the sense of a single community that was lost 50 years ago when the village was divided by the dual carriageway, fostering this through a collaboration of 'partners' that include local branches of the RBL and the Scouts and local organisations such as The Church, The Friends of Footscray Meadows and the Bexley Archaeology Group (which is based in North Cray); and to support these efforts by arranging community events such as coffee mornings and Quiz nights. In furthering these efforts to engage the local community, to undertake special projects such as the Defibrillator Project, a heritage plaque for Pear Tree Cottage and an improvement of safety on the North Cray Road.*

### **Committee Member for Planning & Enforcement**

VACANT

*To be aware of changes in planning law; monitor planning applications and outcomes, passing details to the projected Information Manager (see below) for timely publication to members through the NewsMail service; scrutinise the documents contained in all applications affecting the Green Belt, or adversely affecting members; compile and submit a letter of Objection to the Planning department, copying-in ward councillors and, where further support is needed, forwarding a copy to the Bexley Civic Society's planning and conservation committee, and our MP; where appropriate, to set up a sub-committee and attend*

*its meetings; be vigilant for unauthorised development, especially on Green Belt sites, gather evidence and seek timely Enforcement action; attend meetings of the Planning Committee and Public Inquiries, and meetings of the London Green Belt Council/CPRE; and to produce an annual report on Planning & Enforcement matters for inclusion in the Chairman's Review of the Year for the AGM.*

## **Information Management**

VACANT

*Operation of the NewsMail Service, and to be the NCRA's primary recipient of news about local events etc, such as that currently received from St James Church, Neighbourhood Watch, and other organisations.*

## **Design & production of flyers**

VACANT

*Occasionally, a flyer is needed in order to raise members' awareness, and that of residents in the wider area, to major threats, eg the several proposals to build a housing estate on the Green Belt site at 139 North Cray Road. The role of this Committee member is to design such flyers and to bring them into production.*

## **SPECIAL APPEAL TO MEMBERS**

If the NCRA is to be able to meet meet all the demands currently placed upon on it, and to take it forward into 2023 and beyond, the above Vacancies need to be filled.

For this reason, we appeal to members who have the particular skills needed (eg IT), or who would like to serve the North Cray community in this way, to please let us know of your interest **before** the AGM – and if there is any task that you would particularly like to undertake.

Contact: [committee@northcrayresidents.org.uk](mailto:committee@northcrayresidents.org.uk)