

**Notes of extra Executive Committee of Northumbria Area Ramblers
held at County Hotel, High Street, Gosforth, Newcastle upon Tyne.
on Tuesday 9 January, at 7 pm to discuss Area vacancies**

Present

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| Penny Ford (Area Chair) | Judith Taylor (Training) |
| Mike Webber (Chair, Chester-le-Street) | Jon Davison (Secretary, Chester-le-St) |
| Moira Pearson (Independent member) | Malcolm McVey (Area Membership) |
| Neil Allender (Area Footpath Secretary) | Alison Emslie (Independent Member) |
| Rob. Hutchinson (S'land Walking Club) | David Crowe (Independent Member) |
| Richard Fletcher (Area Vice Chair) | Diane Simcoe (Area Support Officer) |
| Pauline Hawdon (Minutes, Ncle CHA/HF RC) | |

Object of meeting: To discuss how to deal with Area vacancies, particularly those of Chair and Secretary.

Diane Simcoe explained that she was one of 3 Support officers employed by Central Office and was based in North Yorkshire. Central Office was reviewing versions of job descriptions and she was pleased to receive our ideas. 2-day Induction Training was available in London for Secretaries and Chairmen, where you would meet Trustees and staff and Penny confirmed that she had found this very useful.

A new handbook for the Area was to be launched in 2018 at General Council.

Penny briefly explained the roles of Executive, Area Committees and the Chair. Much of the correspondence which used to be sent to Chair and Secretary for re-forwarding, was now being sent directly to members, reducing some of the workload.

Jon Davison was willing to act as Secretary keeping precisely to the role of Administrator as outlined in a draft circulated by Judith. The description given by Central Office was a "job description" rather than a voluntary post and was overwhelming.

Although he had not been an RA member for long, Mike Webber was willing to stand as Area Chairman.

Items to be discussed for 2018:

Heritage Way and Official opening
Ramblers Road Show – venue to be found
Coastal Access
A new President for the Area

There were also vacancies for Countryside Officer, and Media/Publicity Officer. Moira Pearson and others said they were willing to help on specific items but could not commit to a full role.

Next meeting: Monday 22 January, at 7 pm, at Gosforth Hotel, Salters Road.