

Hawthorn Parish Council.

Hawthorn Community Recognition Award



Introduction

Hawthorn Parish Council recognises the dedication and commitment of local people who have demonstrated outstanding service to the community and made a significant difference to ensure that the parish is a great place to live, work, visit and enjoy.

Eligibility and Entry Parameters

1. Eligibility Criteria:

- The nominee must live or work in Hawthorn
- Nominations can be made for acts of service, achievements, or projects undertaken within the past year (January – December 2025).
- Nominees for the **Community Recognition Award** must be individuals.

2. Exclusions:

- Parish Councillors or employees of Hawthorn Parish Council are not eligible for nomination.
- Self-nominations will not be accepted.
- Previous winners may not be nominated within three years of their award.

Nomination Process

1. How to Nominate:

- Nominations must be submitted on the official nomination form, which can be obtained from:
 - The Parish Clerk – clerk@hawthornparish.co.uk
 - The Parish Council website at www.hawthornparish.co.uk
- Forms may be submitted:
 - **By email:** clerk@hawthornparish.co.uk
 - **In person:** Drop off at the Community Centre / Give to a parish councillor

2. What to Include in the Nomination:

- Name and contact details of the nominee
- A statement of up to 300 words explaining why the nominee deserves the award.
- Details of the nominee's contribution, including examples of specific activities or projects and their impact on the community.
- Confirmation of the nominee's connection to Hawthorn
- Name, email address, and telephone number of the nominator (for verification purposes).

3. Deadline for Nominations:

- All nominations must be received by **31st January each year.**

Selection and Announcement

1. Selection Process:

- The Parish Council will review all nominations at the Full Council meeting in February each year.
- Awards will be granted based on merit, as assessed by the Parish Council who will consider the nominee's impact, effort, and community benefit.
- Specifically, the following will be considered:
 - The extent to which the nominee has positively impacted their neighbours and community in Hawthorn (i.e., improving the quality of life for other residents; supporting vulnerable or underrepresented groups or individuals; enhancing local services, amenities or the environment);
 - The amount of time, effort and dedication spent by the nominee, and any sacrifices or challenges that they faced;
 - The innovation or creativity demonstrated by the nominee;
 - The leadership or inspiration demonstrated by the nominee;
 - The scale of the nominee's impact on their neighbours and local community.
- The Parish Council reserves the right not to award if there are no suitable nominations.

2. Announcement of Winners:

- Winners will be announced at the Annual Parish Assembly in March each year
- Recipients will be presented with a framed certificate and a £25 gift voucher in recognition of their contributions.
- The winner's 'story' will be shared at the meeting, in the April Community Round Up and on the council website

Hawthorn Parish Council.

Hawthorn Annual Community Recognition Award



Nomination Form

Hawthorn Parish Council recognises the dedication and commitment of local people who have demonstrated outstanding service to the community and made a significant difference to ensure that the parish is a great place to live, work, visit and enjoy.

The Annual Community Award scheme recognises outstanding contributions to the community. **Submit your nomination today, via the form below, and help us recognise those who go the extra mile!**

Thank you for taking the time to make a nomination but before you begin, please fill in your details so that we can contact you if we need further information:

Your name:.....

Your address:.....

Your phone number:.....

Your email address:.....

Nominee details

Name:.....

Address:.....

Phone number:.....

Mobile phone number:.....

Email address:.....

How do you know of this person?

For more information, contact Lesley Swinbank (Parish Clerk)
clerk@hawthornparish.co.uk

Please describe, in no more than 200 words, the contribution to the community made by this person, including the nature of their contribution, how long this has been for, and who has benefited.

Once complete please either give to one of the Cllrs. Or e mail to clerk@hawthornparish.co.uk

Closing date for nominations: 31st January