



# **CYNGOR TREF CAERWYS TOWN COUNCIL**

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## **COMMUNITY AWARD (POLICY)**

### **Aim of the Scheme**

The aim of presenting an award is to promote pride and give recognition to those who have made a significant contribution within the community as something to be valued. The presentation of the award will provide an opportunity to increase awareness of those people - who voluntarily and selflessly work to improve and enhance the lives of people in the Caerwys Town Council area - and to allow that work to be celebrated.

### **Who could be nominated for an Award**

Anyone that the residents of the Caerwys Town Council area consider merits an award for having made a significant contribution to their local community.

The nominees can be an adult (over 18), a young person (under 18) or a community group, who must reside or be registered within the Caerwys Town Council boundary.

### **What are the criteria for making an award**

There are no pre-determined criteria what a 'significant contribution to the local community' might be. The criteria would be determined by the Caerwys Town Council taking into account what is important at the time of determination. These could include:

- Long and sustained service to the community, or part of it
- Achievements or actions of an inspiring nature to the local community
- Such activities which have reflected credit or brought benefits to the Community and or its residents.

### **What is the nomination process**

An invitation to nominate will be publicised by the Town Council on their web site, public notice boards, Caerwys Chronicle and local Facebook pages. All nominations must be completed on the official form and returned to the Clerk to the Council by either e-mail or hard copy, and be received prior to the closing date and time. Nominations received after the closing date will not be considered.

The nominations will be considered on the date as stated within the nomination form. The Town Council will consider nominations in a closed session. Should Councillors make a nomination, or be nominated, they will be excluded from the selection process. The decision of the Town Council is final and there is no appeals process.

### **Winner(s)**

The winner(s) will receive a certificate signed by the Mayor of Caerwys Town Council. The presentation will be held either during a Council meeting, civic or other event. The names of recipients and photographs will be made public following the presentation.

The result of the Community Award will be withheld from Council meeting minutes until the award(s) have been presented.

The Town Council have the discretion to also provide offerings such as a trophy, plaque, flowers or donation to a charity (or similar) for the winner(s).