

The meeting considered and approved the policy at the meeting held on 8th September 2025 Minute reference 78 (b)

Pattrington Parish Council Volunteer Awards Policy

1. Introduction

1.1 Pattrington parish Council (PPC) recognises the dedication and commitment of local people in supporting the aims of the Parish Council.

1.2 The Parish Council will make available a Volunteer Award scheme to recognise the outstanding contribution of individuals to the local community over the age of 18.

2. Eligibility

2.1 To be eligible to be nominated for a Volunteer Award and individual must either be a resident of, or work within Pattrington, Pattrington Haven or Winestead.

2.2 Nominations may only be made by residents of, or those that work within, the Pattrington Parish.

2.3 Parish Councillors may make nominations but will then be excluded from the decision-making process or any involvement therein.

2.4 Existing Councillors are ineligible for nomination.

3. Nominations

3.1 Residents will be invited to nominate an individual(s)/community group who they feel has made a significant contribution to the local community, either through a specific action or as a cumulative effect over a longer period of time.

3.2 Nominations will be made via the application form which can be collected from local businesses or downloaded via the website/social media.

3.3 The nomination period will be advertised on the Parish Council website, via the Parish Council Facebook feeds, willing retail/social outlets and in Parish Council noticeboards.

3.4 The nomination period each year will begin on 1st October and will close on 31st October will be managed by the Parish Clerk.

4. Decision making

4.1 Nominations will be reviewed by the Council at its meeting in November and winner(s) decided.

4.2 The Council may decide to appoint a committee/working group to review the nominations in the event of a significant number being received.

4.3 The winner(s) will be notified and invited to attend the December parish meeting, where the presentation will be made by the Chair.

4.4 Everyone who is nominated will receive a letter thanking them and congratulating them for all they do for the Parish.

4.5 PPC reserves the right to make more than one award each year, or to make no award if there are no suitable nominations.

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NOMINATION FORM

Award Candidates Name :	
Candidates Address :	
Reason for nomination Please be as specific as possible – include separate sheet if necessary.	
Name of Nominator:	
Address of Nominator including email and telephone number:	
Signature Nominator :	
Date:	

The information given on this form will be held in accordance with the General Data Protection Regulations. Find out more about how we control and process data by reading the council's Privacy Policy on patringtonpc.co.uk.

Nomination forms can be downloaded at patringtonpc.co.uk or hard copies are available from – Mike Wilson Butchers , Cakey Bakey Yum Yum and the Black Sheep and The Dog

Please send completed form to; Diane Chapman – Parish Clerk, 17 Westgate Patrington HU12 0NA or Email patringtonpc@btinternet.com