



BISHOPSTEIGNTON PARISH COUNCIL

COMMUNITY RECOGNITION AWARD SCHEME



Application Deadline & Meeting Dates

- For Community Recognition Awards 2024-2025 please complete the form below and submit to the clerk by midnight of 31 January 2025.
- All nominations received by this deadline shall be considered by members of the full parish council at a full council meeting to be held **3 March 2025**.
- Once the successful recipients are agreed they will be invited to the Annual Parish Meeting to be held 7 April 2025 to receive their recognition award.

Criteria for Nominees. At least one of the following criteria must be fulfilled and demonstratable:

- They have made a material contribution towards the improvement of services and facilities in the Parish.
- They have made a material contribution towards the improvement of the environment in the Parish.
- They have made a significant contribution toward improving the welfare or wellbeing of residents of the Parish.
- They have significantly promoted or raised the profile of the Parish.
- They have undertaken significant charitable work or charitable fundraising within the Parish.
- They have significantly assisted the work of the Parish Council in a voluntary capacity.
- They have demonstrated outstanding citizenship.
- They have been recognised for a significant personal achievement e.g. sporting excellence, contribution to arts and culture.

Award Scheme Rules:

- Nominations received after the published closing date will not be considered.
- Nominations with insufficient evidence of community involvement will be returned to the applicant for more details, if time permits.
- Nominees should live in the Parish, but discretion can be granted to people or organisations from outside the Parish boundary if there has been clear and substantial benefit to the Parish.
- A Parishioner is not eligible to receive an award every year for service rendered.
- An application may not be anonymous.
- The decision of the Parish Council is final.
- Parish Councillors, BPC staff, or ward members may not receive an award.

NOMINATION FORM**1. About You:**

Name:	
Address:	
Contact email:	
Contact number:	

Please note: Your personal information will be held securely, for the purposes of this nomination only in accordance with the BPC Privacy Policy. To read this in full please visit our website: <https://www.bishopsteignton-pc.gov.uk/privacy-policy/>

2. Your Nomination:

CATEGORY	Please Tick
Individual (a resident of the Parish of Bishopsteignton)	
Young Individual (as above up to and including the age of 18)	
Community Group (incl. registered charities in the Parish)	

Name:	
Contact details:	
Reason for nomination:	
<i>Please continue on an additional sheet if required.</i>	

You are welcome to submit any information, such as photos, to support this nomination.

3. Declaration

I certify the following:

- Acknowledgement and compliance with the BPC Community Recognition Awards Policy, including the criteria and rules above, and how my personal data will be used and temporarily retained.
- The information submitted above is true and correct to the best of my knowledge.

Signed:		Dated:	
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