



19th September 2017

Dear Resident,

Good Citizenship Award

In 2001 the Parish Council introduced a **"Good Citizenship Award"**. The award has been a great success in as much as it rightly recognises those Rainhill residents who contribute so much to our community.

I am asked by the Parish Council to seek nominations for the 2017 **"Good Citizenship Award"**. Any resident, voluntary organisation, or indeed individual members of organisations, may make nominations provided the official nomination form is used.

We welcome the nomination of individuals who have made an outstanding contribution towards enriching the social, cultural or recreational life of residents of Rainhill. We are looking for those unsung heroes of our community who by their actions enrich the lives of Rainhill residents. We are looking for the ordinary man or woman in the street or group of people who put in a special effort to help a neighbour who may be sick or infirm, or who has worked for the general good of our community. All that we ask is that you ensure any nomination you make is a worthy nomination and is fully supported by **comprehensive** details of what the person has done. For example, any specific projects they may have been involved in and beneficiaries of those activities.

We would welcome nominations and I enclose paperwork that gives details of the award and includes an official nomination form.

The closing date for nominations is 17th November 2017, but do please make early nominations. Please telephone or send an email if you require additional nomination forms or further details about this award.

Yours sincerely,

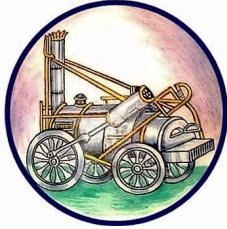
A handwritten signature in black ink, appearing to read 'Gillian Pinder'.

Gillian Pinder
Clerk to the Council



Awarded for excellence

Serving the Rainhill Community since 1894



Rainhill Parish Council

Clerk to the Council: Gillian Pinder
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Tel: 07565 524414 Email: rainhillpc@hotmail.co.uk
Website: <http://www.rainhillparish.org.uk>

GOOD CITIZENSHIP AWARD

Nomination Form

Details of person being nominated for the award:

First Name: Surname:

Address:

..... Post Code:

Telephone Number: Approximate age:

Details of person or organisation making this nomination:

Name:

Position in organisation (if applicable):

Address:

..... Post Code:

Telephone Number: Date of Nomination:

REASONS FOR NOMINATION:

You should provide full details of why you are making the nomination giving detailed reasons why you consider that that person being nominated has enriched the lives of the residents of Rainhill. The decision on the granting of the Citizenship Award will be based solely on the written information you provide. You are asked to restrict this information to a maximum of one side of A4 paper.

Details of the nomination process are contained on the reverse of this form. If you have any queries relating to this nomination you should contact the Parish Clerk to who completed nominations should be returned as soon as possible and at the very latest by 17th November 2017.

RAINHILL PARISH COUNCIL GOOD CITIZENSHIP AWARD

Award details and nomination procedures

What is the Purpose of the award?

The purpose of the award is to recognise those individuals who have made a significant contribution to enriching the lives of Rainhill residents.

What form will the award take?

The award will consist of a plaque bearing the name of the individual.

Who can nominate?

Any organisation or individual, irrespective of where they live may nominate a person for consideration of being given the award.

Who can be nominated?

Any person living in Rainhill may be nominated for the award, the main criteria is that Rainhill residents must have benefited from the efforts of the individual nominated. If the person nominated performs the tasks for which they are being nominated as part of their paid employment then the contribution they make to enrich the life of Rainhill residents must be well above and beyond that normally expected as part of their employment.

Who cannot be nominated?

Existing or past Parish and Borough Councillors plus paid employees of the Parish Council are not eligible.

Can an organisation or group of individuals be nominated?

Yes it is acceptable to nominate an organisation or business for the award.

When should nominations be made?

Nominations are welcome throughout the year but the closing date is stated below. A decision on who will be given the award will be made by a selection committee with a presentation ceremony each year.

Is there a limit on the number of awards in any given year?

No limit will be placed on number of awards made each year. The decision to make an award will be based purely on the quality of the nominations. In some years no awards may be made in others many awards may be made.

If I make a nomination will I be informed of the decision of the selection committee?

Details of the awards given will be contained in the Annual Parish Council Report circulated in April each year to all homes in the parish. Persons or organisations making a nomination will be sent the list of awards made that particular year. No individual correspondence will be entered into in relation to any specific nomination.

If a particular nomination is not successful will it be considered in future years?

No. Once a decision has been made on who will be given the award all unsuccessful nominations will be destroyed. It is, however, acceptable for the unsuccessful nominees to be nominated in future years.

How do I make a nomination?

You should complete the form on the reverse of these guidance notes and return to the Parish Clerk as soon as possible. The closing date for nominations is 17th November 2017.