The Hessle Town Council Community Awards and Honorary Freeman/Freewoman Award are presented to those people, organisations or businesses who have been nominated by the Town Council and people of Hessle in recognition of exceptional service to the Parish.

Only people who are resident in the Hessle Town Council area may nominate a person for an award. They must be on the electoral roll (if such person is over 18 years old).

People, organisations or businesses who are eligible for consideration for an award must have either carried out special or sterling service to the community or achieved something special for the community of the area of Hessle.

They do not have to live or operate in the Hessle Town Council area but must have completed their good works within the Parish.

Nominations should be made on a form available from the Parish Office (or downloaded from our website).

Hessle Town Council is collecting / managing your personal data under the Data Protection Act 2018. Your information will only be processed by the Town Council and will not be shared with any third parties without your consent but it is anticipated that the name(s) of anyone nominating a candidate for an award will be shared with the recipient of the award together with a copy of the citation unless the nominator asks to remain anonymous.

Full details of the Council’s privacy notice are available on the Town Council website: <https://www.hessletowncouncil.gov.uk/>

**Hessle Town Council Community Awards and**

**Honorary Freeman/Freewoman Award Nomination Form**

**Closing date:** to be received by the Clerk by the end of **December** each calendar year

Categories:

• Exceptional Community Voluntary Work

• Young Person/s of the Year

• Community Group of the Year

• Hessle Honorary Freeman/Freewoman – long service

Awards are given for an exceptional contribution, performance or commitment in the past year.

All awards are to recognise those individuals in Hessle that have made and are making a positive contribution to Hessle life and are showing leadership, initiative or commitment in the local community.

Which of the above categories of award is your nomination for:

..........................................................................................................

About you (Please see privacy notice on previous page)

Your name: ……………………………………………………………………………………………………………..

Your address: ...............................................................................................................

 ……………………………………………………………………………………………………………………………….

Your telephone number and email address if you have one:

......................................................................................................................................

About your nomination

Which person are you nominating?

Name of person:...........................................................................................................

Contact details for this person or team:

…………………………………………………………………………………………………………………………………

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**Your reasons for nominating this person for this award**

Please provide as much information as possible on how the person you have nominated has contributed to the community of Hessle in the category chosen by you. Photographs illustrating activities may also be attached. You can refer to achievements, projects, a difference that has been made, engagement with neighbours & residents, the skills and experience of the person, challenges met or initiatives taken.

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Please continue on additional sheets if you wish.

Please return this nomination form to the Parish Clerk at the Town Council Office, Town Hall, South Lane, Hessle, HU13 0RR or by email to: htc@hessletown.karoo.co.uk

Nomination forms must be received by the Clerk by the end of December each year.

* Councillors will consider nominations within a specially convened Full Council Meeting as a Confidential Item.
* If no nominations are received from residents the Town Council reserves the right to nominate individuals etc. direct if they meet the necessary criteria.

* Presentations will be made at the Annual Town Meeting for Community Awards and at the Annual Mayor’s Civic Service for Honorary Freemen/Freewomen.
* Awards will be a framed citation certificate.