**Norman Hughes Award**

**Nomination form**

**The aim of the Award is to publicly recognise the work and commitment of local residents who have made a significant contribution to their local community.**

**Guidance for the Norman Hughes Award Nominations**

* 1. Nomination forms will be invited in December of each year and should be completed and either handed or emailed to a Councillor or the Parish Clerk.
	2. Forms are available in hard copy in the newsletter, via email from the clerk and online from the Parish Council website.
1. Anyone resident in the Hawthorn and over the age of 18 is eligible for nomination.
2. Parish Councillors and Parish Council employees are not eligible for nomination.
3. The closing date for entries is January 31st each year.
4. The name of the winner will be decided by the Parish Council and the award presented by the Chairman of the Parish Council at the Annual Parish Meeting in March.
5. The name of winner will be recorded on the ‘Roll of Winners' as a permanent and public record of the award.
6. All the nominees will be presented with a Norman Hughes Award certificate.
7. Nomination forms can be downloaded and printed from [www.hawthornparish.co.uk](http://www.hawthornparish.co.uk)

**Thank you for taking the time to make a nomination but before you begin, please fill in your details.**

**Your name:.........................................................................**

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

**Your phone number:.............................................................**

**Your email address:..............................................................**

**Nominee details (the person nominated must be over 18yrs of age):**

**Name:.................................................................................**

**Address:…………………………………..**

**Phone /number:……………………………………………………………**

**Mobile phone number:............................................................**

**Email address:......................................................................**

**Please describe, in no more than 200 words, the contribution to the community made by this person, including the nature of their contribution, how long this has been for, and who has benefited.**

**Once complete please give this form to a Cllr or e mail to** **clerk@hawthornparish.co.uk** **or post to the Parish Clerk.**

**Closing date for nominations: 31st January**