



# **PRESTATYN TOWN COUNCIL**

## **Community Award Scheme Policy**

**2025/26**

*[Faint, illegible handwritten text at the bottom of the page]*

## VERSION UPDATES

| Version | Date       | Section        | Details of Change |
|---------|------------|----------------|-------------------|
| V1      | April 2023 | Whole document | First drafted     |
| V1      | 20.02.2026 | No changes     | No changes        |
|         |            |                |                   |
|         |            |                |                   |

## APPROVALS AND DISTRIBUTION

| Version | Date       | Meeting                        | Reference                |
|---------|------------|--------------------------------|--------------------------|
| V1      | 03.03.2026 | Policy Review Sub-Committee    | Agenda item 2 – approved |
| V1      | 08.04.2026 | Finance & Management Committee | Deferred                 |
| V1      | 22.04.2026 | Full Council                   | Formally approved        |
|         |            |                                |                          |

Signature: \_\_\_\_\_

 Peter Davis (Chair) Mayor Hounslow

Date: \_\_\_\_\_

12<sup>th</sup> May 2026.

## **Aim of the Scheme**

The aim of presenting an award is to promote pride and give recognition to those who have made a significant contribution within the community as something to be valued.

The presentation of the award will provide an opportunity to increase awareness of those people who voluntarily and selflessly work to improve and enhance the lives of people in the Prestatyn and Meliden community; and to allow that work to be celebrated.

## **Nominations for an Award**

Anyone that the residents of the Prestatyn and Meliden community consider merits an award for having made a significant contribution to their local community. The nominees can be an adult (over 18), a young person (under 18) or a community group, who must reside or be registered within the Council boundary.

## **Criteria**

There are no pre-determined criteria for what a 'significant contribution to the local community' entails. The criteria would be determined by the Prestatyn Town Council (PTC), taking into account what is important at the time of determination.

These may include:

- Long and sustained service to the community, or part of it
- Achievements or actions of an inspiring nature to the local community
- Such activities which have reflected credit or brought benefits to the community and or its residents

## **Nomination Process**

An invitation to nominate will be publicised by PTC on the website, public notice boards and social media. All nominations must be completed on the official form and returned to the Town Clerk by either email or hard copy and be received prior to the closing date and time. Nominations received after the closing date will not be considered.

The nominations will be considered on the date as stated within the nomination form. PTC will consider nominations in a closed session. Should Councillors make a nomination, or be nominated, they will be excluded from the selection process. The decision of PTC is final and there is no appeals process.

## **Winner(s)**

The winner(s) will receive a certificate signed by the Mayor of PTC. The presentation will be held either during a Council meeting or civic event. The names of recipients and photographs will be made public following the presentation.

The result of the Community Award will be withheld from Council meeting minutes until the award(s) have been presented.

PTC have the discretion to also provide offerings such as a trophy, plaque, flowers or donation to a charity (or similar) for the winner(s).

