

Constitution Governing STRATFIELD MORTIMER COMMUNITY AWARDS.

1. PURPOSE OF THE AWARD

To acknowledge outstanding service to the Community in Stratfield Mortimer over a period of several years.

2. TITLE

The award shall be known as The Stratfield Mortimer Community Award.

3. AWARD COMMITTEE

The Award Committee shall consist of the Chairman and Vice - Chairman for the time being of the Stratfield Mortimer Parish Council together with all past Chairmen of the said Parish Council who are still serving on that Council. If there are no serving past Chairmen, the longest serving member of the said Council (other than the Chairman and Vice - Chairman) or longest serving members (if more than one with equal length of service) shall form part of the Committee.

4. NOMINATIONS

Anyone, whether resident in Stratfield Mortimer or not, may nominate a person as a potential recipient of an award. Serving members of the Parish Council, District Council or County Council will not be eligible for nomination for their work as Councillors. The nominee need not necessarily reside within the boundaries of the administrative Parish of Stratfield Mortimer.

5. NOTIFICATION

Successful nominations will first be notified to the Parish Council (sitting in Committee). After the successful nominees have indicated their willingness to accept an award, their names will be made public by the Chairman of the Parish Council. The Awards Committee shall not be required to supply reasons for a nomination being unsuccessful.

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6. AWARD

The form of the Awards will be determined by the Committee. The Award will be of nominal value.

7. PRESENTATION

The presentation of an Award will, if possible, be made publicly at an Annual Parish Meeting or on such other occasion as the Awards Committee considers suitable.

8. RULES OF THE AWARDS COMMITTEE.

The Awards Committee will determine its own Rules with the exception of the following:-

- a) The Chairman of the Awards Committee shall be the Chairman of the Parish Council for the time being. In his absence, the Vice-Chairman of the Parish Council for the time being shall take the chair.
- b) The Chairman of the Awards Committee shall not have a casting vote
- c) To be successful, a nomination must receive a two-thirds majority of all members of the Awards Committee (whether present at the deciding meeting or not).
- d) The quorum for a meeting must be at least two-thirds of the membership of the Committee.

9. AMENDMENT TO THIS CONSTITUTION

This Constitution has been approved by the Stratfield Mortimer Parish Council on 18<sup>th</sup> November 1982. Any amendments to it must be further approved by the said Council.

STRATFIELD MORTIMER COMMUNITY AWARDS

Notes for guidance to accompany the  
Constitution

- Item 1. It is not possible to define the exact number of years of service necessary to qualify for nomination for an Award. Although it would normally be for voluntary work in the Community, it is not intended to entirely preclude exceptional work for which remuneration in some form has already been received.
- Item 3. This make up of the Committee means that it is self selecting and its members would probably have a good knowledge of the Community.
- Item 4. Public Notice should be given in (say) December each year for nominations to be received by (say) 31st January. Serving Councillors could be eligible to receive an award for services other than those connected with Council work. Since an award is for outstanding service, it may be that some years will pass without there being a recipient. Other years may produce more than one recipient.
- Item 5. Although the Parish Council will provide funds for the awards they should be asked to approve £X for Y (No) awards before knowing the successful nominees ; otherwise they would effectively have a power of veto.
- Item 6. No single award should cost a sum representing more than (say) 1½% of a penny rate product for the Parish (present time - 1½% times £3,370 (approx) equals £50).
- Item 7, There may be some occasion more suitable in respect of a particular recipient.
- Item 8. It is hoped that successful nominees will be determined

unanimously. The Committee may wish to draw up its own Rules of procedure.

Item 9. The formal constitution should be kept as flexible as possible to allow for changing circumstances without frequent amendments. These Notes for Guidance should indicate the "spirit" (not the letter) of the constitution at the time of drafting.

It may be preferable to amend the Notes for Guidance rather than the constitution itself.

Approved by Stratfield Mortimer Parish Council.

Date 17<sup>th</sup> November 1982