

# HORLEY PARISH COUNCIL

## AGENDA

Dear Councillor,

You are summoned to attend a meeting of the Parish Council which will be held in the Old School at 7.30 pm on Thursday 7 January 2016.

Clerk to Horley Parish Council

- 1) Apologies
- 2) Declaration of Interests
- 3) Exclusion of the Public and Press

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

#### 4) High Sheriff Of Oxfordshire Awards Scheme

To consider making a nomination under the above scheme. Further details of the scheme are set out in the attached annex.

#### 5) Date of next meeting

11 February 2016

Applications are invited for nominations for High Sheriff's Awards for the year 2015/2016. The purpose of these awards is to recognise people in Oxfordshire who have **made outstanding contributions to the communities in which they live and work**. Nominees will usually have had a high impact on the lives of others over a sustained period of time and will be recognised by other people working in the nominee's area as inspirational and as setting an example for others to follow.

High Sheriff's Awards will not normally be made to people whose work and commitment has already been recognised by the award of a National Honour or by bodies such as the Police, the Fire and Rescue Service and Oxfordshire Charity and Voluntary Action.

Nominations can be made by anyone who lives or works in Oxfordshire or who is representing an organisation in the public, voluntary and charitable or private sectors. All nominations will be treated in the strictest confidence and nominees should not be informed that they have been nominated as it can be very disappointing to raise expectations which are then not met.

### **The Nomination Process**

All nominations should be made on the form which has been prepared for this purpose and should include the contact details of the nominee as well as the nominator together with a brief summary (400 words max) of the reasons why the nominee merits a High Sheriff's Award. A copy of the form is attached.

The deadline for nominations is Friday 15<sup>th</sup> January 2015. Successful nominees will be contacted in early February and the awards will be conferred at a ceremony in Christ Church, Oxford on Monday 29<sup>th</sup> February to which nominators, families and friends will also be invited.

### **Contributions to Community Life**

Nominations will be welcome for people who have made outstanding contributions to any aspect of community life but in the current year nominations in the following areas will be particularly welcome;

- Individuals who have worked in law enforcement, probation, the courts and magistrates service and the prison service and made a particular contribution to the community;
- Individuals at the Oxford Universities who have made a particular contribution to the outer community;
- Young people who have initiated or work on projects which contribute to the wider community.
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Nominations should arrive with the High Sheriff BEFORE Friday 15<sup>th</sup> January and sent via email to this email address or by post to Tom Birch Reynardson, High Sheriff of Oxfordshire, Adwell House, Thame, Oxfordshire, OX97DQ.

I look forward to receiving your nominations.

**ELLA PICKARD**, On behalf of Tom Birch Reynardson, High Sheriff of Oxfordshire 2015-2016