

Crakehall with Langthorne Parish Council

Policy on Awards and Gifts

November 2021

1.0 Introduction

The purpose of this document is to set out some guidance in relation to the circumstances when it is appropriate for Parish Council funds to be used to purchase gifts or make awards. It does not preclude the purchase of gifts in other circumstances where Parish Council funds are not used but the gift is funded in other ways, eg by councillors making personal donations.

2.0 Parish Councillors

In recognition of the unpaid service given by local people as Parish Councillors, any Councillor who achieves 20 years' service shall be awarded an appropriately commemorative gift (not exceeding a monetary value of £25).

3.0 Staff

Upon their retirement or resignation from the Council, any Council employee with over 20 years' service shall be presented with an appropriate gift (up to the value of £25).

4.0 Funerals

As a mark of respect, the Parish Council shall purchase a wreath of value up to £25 for past and present Councillors and staff for their funeral, when it comes to the knowledge of the Council that such an event is taking place. The Clerk will make suitable arrangements if this information is brought to his / her attention. If any Member becomes aware of such a situation, they should inform the Clerk as soon as possible. Additionally, after consulting the Chairman, the Clerk is authorised to purchase a wreath for such other funerals as may be appropriate, such as those of individuals who have contributed to community life in the Parishes. Again, if any Member becomes aware of such an individual, they should notify the Clerk as soon as possible.

5.0 Significant Anniversaries and Birthdays

Crakehall with Langthorne Parish Council would wish to recognise significant wedding anniversaries, namely Golden (50 years), Diamond (60 years), Blue Sapphire (65 years) and Platinum (70 years). To qualify, a couple must live within the boundaries of the Parishes. Couples to receive such a presentation can be nominated by any resident and the award will consist of a card and a bouquet of flowers (up to the value of £25). It will be presented by either the Chairman, the Vice Chairman or the Clerk.

The Parish Council values older members of the community and would wish to acknowledge this with a gift to all centenarians living within the boundaries of the Parishes. Centenarians to receive such a presentation can be nominated by any resident and will consist of a card and bouquet of flowers (up to the value of £25). They will be presented by either the Chairman, the Vice Chairman or the Clerk.

6.0 Honorary Burgess

Crakehall with Langthorne Parish Council wishes to award the title of Honorary Burgess in recognition of significant contributions being made to / in the local Community. This is in essence a

“Title of Dignity” and is similar to being given Freedom of Entry to the Town or similar which can be awarded by principal authorities. There is no legal significance to this title nor does it confer any rights or privileges. Burgesses are however will be invited to attend all Council meetings and be sent copies of agendas and non-confidential reports.

Nominations must be made by a serving Councillor but the honour is open to anyone who has served the community and who meets the following nomination criteria:

- the nominee has been a Parish Councillor or Officer for a minimum of 20 years but has now retired from this post.
- the nominee has served the community in one or more voluntary capacities for at least ten years, performing a service which is of benefit to the town / community.
- the nominee is not a serving Councillor, nor can he/she have served, during the previous term of the Council.

There is no limit to the number of nominations or concurrent holders of the title, but the nature of the nomination criteria means it is unlikely that the honour will be frequently awarded and will therefore remain distinctive. Once nominations have been received, they will be scrutinized by the full Council. Members may conduct inquiries to verify the merits of a nomination, probably through discussions with residents who may be acquainted with the voluntary work carried out by the nominee. Following a recommendation to Council that an award is justified, the honour of Burgess of Crakehall with Langthorne will be granted by the Chairman of the Parish Council and the title holder presented with a scroll citing the grounds for the award. This will be carried out at a suitable event (usually the Annual Parish Council Meeting).

7.0 Christmas Gifts

It has been customary for the council to give small gifts at Christmas to parishioners who have undertaken significant levels of voluntary work during the course of the year. Consideration is given to this matter at the November meeting of the council and the monetary value of the gift does not exceed £5.00.

8.0 Review

This policy will be reviewed every four years. In the interim periods, the monetary values quoted will be uplifted by the rate of inflation each year.

Chris McGee

Clerk to the Council