

Nomination Criteria for Freemen and Freewomen of Kettlewell with Starbotton

The following should be taken into account when consideration is given to awarding honorary freeman or freewoman of the Parish.

1. In keeping with the special nature of the award, conferment should be strictly limited to those who have made a very significant contribution to the locality.
2. Preference will be given to a person who performs in a voluntary capacity, but this should not restrict the honour being awarded to a person whose dedication and contribution is significantly above that expected for their occupation.
3. All nominees should normally have carried out their roles for a considerable period.
4. Nominees should be resident within the Parish at the time of their nomination.
5. Serving Councillors cannot be considered - any nominated Councillor should have retired from the post.
6. The contribution to the community of the Parish should involve one or more of the following:
 - a contribution which is seen to stand above the contributions of most others
 - a significant allocation of the person's time in serving members of the community for the improvement of their well-being
 - the promotion, achievement and/ or delivery of community services in which a real personal contribution has been made

Nomination Procedure

7. Nominations must show by example that the nominee is a person of distinction and/or a person who has rendered eminent services to the Parish.
8. Nominations should be made in confidence without the nominee's knowledge.
9. Any resident or elector of the Parish may make a nomination but it must also be sponsored by a Parish Councillor.
10. Nominations must be made in writing to the clerk and supported by evidence of the voluntary service provided by the individual to the community and any other examples of service which justifies the honour.
11. On receipt of a nomination it will be circulated to all councillors for confidential consideration.
12. If councillors are in agreement that the nominee should be made an honorary freeman or freewoman of the Parish, the nominee will be invited to accept the honour.
13. If agreed, the nomination will then be put before a special meeting of the council and a formal vote taken in public.
14. The decisions of the council on all nominations are final.

Kettlewell with Starbotton Parish Council resolved to adopt these criteria on 6 May 2015.