

**Awards and Competitions  
Report for Council 23 February 2016**

**RECOMMENDED that**

- (i) The following competitions and awards are facilitated by the Town Council in 2016: One competition each for Greenfylde and Swanmead Schools; Scarecrow competition; Citizens Award; Youth Citizens Award**
- (ii) The criteria and timing for each competition and award as detailed in this report is approved**
- (iii) Prizes for the competitions in (i) above are to be sourced from local businesses and if that is not successful should be met from the Community Engagement budget**
- (iv) That the Town Clerk asks Councillors serving at the time of the competition to volunteer as judges with a view to having three Councillor judges for each competition**
- (v) The Mayor's Award is presented solely at the Mayor's discretion**

**Introduction**

1. For a number of years the Town Council has run various competitions and presented awards to local people. It has been the usual practice for each event to be approved on an individual basis. This year like last year to assist administration all details have been amalgamated and are presented to Council in a single report.

**Contextual Information**

2. Facilitating the competitions and awards helps promote interest and interaction between the Town Council and the community. These types of community engagement activities which embrace all residents of the town have been well supported by local businesses assisting with advertising and offering prizes.
3. Councillors have previously volunteered as judges and have said how much they had enjoyed the experience.
4. The following table provides summary information on the various annual competitions and awards: a detailed sheet is provided for each competition and award.

**Date report prepared:** 08th February 2016

**Contact for further information:** Administration Officer Tel: 01460 52149 or  
email: [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)

Competition or Award	Provisional Date publicity starts	Provisional Closing date	Number of judges	Date to purchase Prizes and produce Citation?	Provisional Date winner announced
				Prizes	
Greenfylde School Competitions	Summer Term 11 <sup>th</sup> April 2016	10 <sup>th</sup> June 2016	3 Councillors Between 15 <sup>th</sup> – 22 <sup>nd</sup> June	Gift tokens 1 <sup>st</sup> = £15 (sponsorship) Certificates Issued	To be confirmed with head teacher – School assembly/event
Swanmead School Competition	Summer Term 11 <sup>th</sup> April 2015	08 <sup>th</sup> July 2016	3 Councillors Between 11 <sup>th</sup> – 15 <sup>th</sup> July	Gift tokens 1 <sup>st</sup> = £15 (sponsorship) Certificates Issued	To be confirmed with head teacher – School assembly/event
Scarecrow Competition	13 <sup>th</sup> April 2016	26 <sup>th</sup> May 2016	3 Councillors Between 9 <sup>th</sup> – 12 <sup>th</sup> June	Gift tokens 1 <sup>st</sup> = £30 2 <sup>nd</sup> = £20 3 <sup>rd</sup> = £15 (sponsorship sourced) Certificate Issued	Winners to be informed by Monday 20 <sup>th</sup> June 2016
Citizens Award	01 <sup>st</sup> March 2016	29 <sup>th</sup> March 2016	Mayor, Deputy Mayor and the Chair and Vice-Chair of the Open Spaces Committee, Resources Committee and Planning, Highways & Transport Committee (quorum to be 3) 6 <sup>th</sup> April -12 <sup>th</sup> April	Certificate which includes Citation to be produced by Staff or Mayor ( Prize if sponsorship sourced) 13 <sup>th</sup> April – 18 <sup>th</sup> April	Annual Community Assembly 19 <sup>th</sup> April 2016 Invitations to be sent 13 <sup>th</sup> April 2016
The Bradley Cullen Youth Citizens Award (18 and under)	01 <sup>st</sup> March 2016	29 <sup>th</sup> March 2016	Mayor, Deputy Mayor and the Chair and Vice-Chair of the Open Spaces Committee, Resources Committee and Planning, Highways & Transport Committee (quorum to be 3) 6 <sup>th</sup> April – 12 <sup>th</sup> April	Certificate which includes Citation to be produced by Staff or Mayor ( Prize if sponsorship sourced) 13 <sup>th</sup> April – 18 <sup>th</sup> April	Annual Community Assembly 19 <sup>th</sup> April 2016 Invitations to be sent 13 <sup>th</sup> April 2016

Mayor's Award	N/A	N/A	Mayor	Certificate which includes Citation to be produced by Staff or Mayor And Prize (if sponsorship is sourced)	Annual Community Assembly 19th April 2016 Invitations to be sent 13 <sup>th</sup> April 2016
---------------	-----	-----	-------	--	--

## School Competitions

### General Information

- A competition is run in conjunction with each school; they are independent of each other
- Run in conjunction with Greenfylde School only in 2015.
- Usually has a theme agreed with the head teacher: 2015 Greenfylde – Design a Flag Competition; 2013 Greenfylde – Miniature Garden Display; 2013 Swanmead - Design a Skateboard (A4 Paper)

### Prizes

- Gift Tokens funded by donation and Certificate produced by ITC Staff
- Usually presented at School assembly or other event

### Ideas

- A competition to draw a favourite character or scene from book accompanied with a written description
- Vary the entries into ages to accommodate younger children

### Timing

- Greenfylde School suggested summer half term to coincide with Ilminster Literacy Festival.
  - **Provisional Publicity start date** 6<sup>th</sup> May 2016
  - **Publicity Closing date** 10<sup>th</sup> June 2016
- Swanmead School – liaising with school, awaiting response
  - **Provisional Publicity start date** TBC
  - **Publicity Closing date** TBC

### Judges

- 3 Councillors

## Scarecrow Competition

### General Information

- The Competition is usually part of the Ilminster Midsummer Experience
- Entries need to close early enough to give sufficient time for ITC Staff to produce a map listing scarecrow locations. The map is used to enable residents and visitors to walk around the town and view the entries.
- Maps are usually available from the Town Council offices (when open) or the Meeting House, Ilminster: a map will also be displayed on the Town Council notice board and website.

### Prizes

- Gift tokens to the value of £30, £20 and £15 for 1st, 2nd and 3rd places funded by donation (to be sourced) and Certificate produced by ITC Staff

### Timing

- **Provisional Publicity start date** 13 April 2016
- **Publicity Closing date** 26 May 2016
- **Scarecrows to be displayed 09<sup>th</sup> -12<sup>th</sup> June 2016**, to coincide with Ilminster Midsummer Experience

### Judging

- 3 Councillors as judges, **judging to be between 09th -12th June 2016**
- **Judges to submit results to ITC Office by 15<sup>th</sup> June 2016**

### Guidelines for entry

- The scarecrow does not need to be a traditional
- Can be made by anything and you are especially encouraged to use recycled materials.
- Scarecrow should include an element of plant material which can be dried, fresh or living.
- Entry is open to Individuals, organisations, groups and businesses
- Scarecrows can be any height up to a maximum of 1.8 metres
- Scarecrows must be made from scratch
- Scarecrows will be judged on strength, durability to the weather, imagination and character.
- Entry may be a single scarecrow, a family or a group
- Scarecrows should be displayed where they can be seen easily and on view

### Advertise

- Notice Board – **13<sup>th</sup> April 2016**
- Website - **13<sup>th</sup> April 2016**
- Press - **13<sup>th</sup> April 2016**
- School Newsletter – **Find out date to be submitted for publishing (prior to 13<sup>th</sup> April 2016?)**

## Citizens Award

### General Information

- Nominations are made by members of the public to recognise individuals who have made a positive contribution to Ilminster

### Prize

- Certificate which includes citation, certificate **produced by ITC Staff between 13th April – 18th April** (prize if sponsorship sourced)

### Timing

- **Provisional Publicity start date** 01<sup>st</sup> March 2016
- **Publicity Closing date** 29<sup>th</sup> March 2016
- **Presented at the Annual Community Assembly (19th April 2016)**
- **Invitations to be sent** 13th April 2016

### Judges

- Selection Committee comprises of Mayor, Deputy Mayor and the Chair and Vice-Chair of the Open Spaces Committee, Resources Committee and Planning, Highways & Transport Committee, quorum of 3
- **Judging to take place between** 06th April - 12th April

### Guidelines for entry

- Nominees and those making the nominations for the Citizen's Award must be on the Electoral Roll for Ilminster
- Nominations must be signed by three individuals who are on the electoral role for Ilminster
- Nominations are not accepted from organisations or societies
- The award may be issued posthumously provided that the nomination closing date is no more than 1 year since the nominee deceased
- Serving Councillors from County, District or the Town Council are not eligible for nomination
- Nominees should not be told of their nomination.
- Nomination forms should either be completed in blank ink or typed

### Advertise

- **Notice Board** - 01st March 2016
- **Website** – 01<sup>st</sup> March 2016
- **Press** – 01st March 2016

## The Bradley Cullen Youth Citizens Award

### General Information

#### Prizes

- Certificate which includes citation, certificate produced by ITC Staff **produced by ITC Staff between** 13th April – 18th April

#### Timing

- **Provisional Publicity start date** 01st March 2016
- **Publicity Closing date** 29th March 2016
- **Presented at the Annual Community Assembly (19 April 2016)**
- **Invitations to be sent** 13th April 2016

#### Judges

- Selection Committee comprises of Mayor, Deputy Mayor and the Chair and Vice-Chair of the Open Spaces Committee, Resources Committee and Planning, Highways & Transport Committee, quorum of 3
- **Judging to take place between** 6ths April - 12th April

#### Guidelines for entry

- Nominations must be from individuals and not organisations or societies.
- The people making the nomination must live in Ilminster or go to school in Ilminster
- Nominees must:
  - Be 18 and under
  - Live in Ilminster or have done so within the 12 months immediately prior to the closing date for nominations
  - Or
  - Go to school in Ilminster
  - Or
  - Be an active member of an Ilminster based organisation
- The award may be issued posthumously provided that the nomination closing date is no more than 1 year since the nominee deceased

#### Advertise

- **Notice Board – 01st March 2016**
- **Website – 01st March 2016**
- **Press – 01st March 2016**

#### Mayor's Award

This award is issued at the Mayor's discretion. The recipient does not have to live in Ilminster but will have made a significant contribution to the town and its inhabitants.