

The Community Awards 2025/2026

Guidance notes and Terms and Conditions

1. About

The Community Awards aim to recognise the positive contributions made by individuals and organisations across Bath and North East Somerset. We are inviting nominations that recognise exceptional contributions to their community and go above and beyond to make a difference to the lives of others.

2. Categories and Criteria

Category 1 - The Beryl Dixon Community Leader of the Year:

The Beryl Dixon Community Leader Award will recognise a paid employee or volunteer of a community organisation or charity who has shown outstanding leadership.

The Award is named in honour of Beryl Dixon MBE, who passed away in 2017, and aims to recognize outstanding leadership in the charitable sector. Beryl was a strong advocate for Black and Minority Ethnic (BME) Communities. She laid the foundation for BME organizations in Bath and throughout the South West, including the Bath Ethnic Minority Senior Citizen's Association (BEMSCA) and the Black Families Education Support Group. Beryl dedicated 29 years to the NHS and was also a passionate campaigner for equality and diversity across the various groups and services she supported, which included Health, The Elderly, Youth and Education, as well as other related organisations linked to BME people.

Examples: Has led or contributed to initiatives that have made a tangible difference, an employee who co-ordinates volunteers, a charity worker who has inspired young people, a volunteer campaigner, volunteer leader addressing equality and inclusion issues.

Qualities: visionary, hard-working, energetic, influential, good humoured, confident, friendly, caring, determined, inclusive, integrity, dedication skilled in bringing people together.

Winners of this category will be selected by the Judging Panel.

Category 2 - The Jenny Willson Volunteer of the Year

This award will recognise a volunteer who has shown the most outstanding contribution to the community and goes above and beyond.

The Award is named after Jenny Willson, a former employee of Bath & North East Somerset who passed away in 2023. Jenny was known for her leadership in promoting health and wellbeing within the community.

Examples: an individual who has given time to support an organisation either as a trustee or board member; running a club or group or helping run a community facility.

Qualities: passionate, selfless, inspiring, enthusiastic, generous, dedicated, positive, role model, patient.

Winners of this category will be selected by the Judging Panel.

Category 3: The Sara Banks Young Volunteer of the Year Award (for individuals up to 25 years old)

This award is for a young person up to 25 years old who has made exceptional contributions to the community.

This Award is dedicated to the memory of Sara Banks who sadly passed away this year after a short and unexpected illness. Sara worked for the Council for over 32 years, supporting a variety of service areas and projects, including the Community Awards. In her personal life, she undertook a variety of volunteering roles, including as a Brown Owl for the Brownies and supporting young people was a particular passion. We are delighted to be able to honour her memory through the naming of this Award.

Examples: an individual who has given time to make a real difference to individuals, groups, or the wider community. May have helped reduce isolation, improved wellbeing, encourages and inspires others to get involved or supported a local cause.

Qualities: passionate, selfless, inspiring, enthusiastic, generous, dedicated, positive, role model, patient.

Winners of this category will be selected by the Judging Panel.

Please confirm in the nomination form that the person was born during or later than the year 2000 at the time of submitting your nomination form.

Category 4: The Peter Duppa-Miller Parish Award

This Award recognises the contribution made by Parish Councils – whether this is by their Councillor, paid staff or a team. This is to highlight the valuable contribution that Parishes make in their local communities.

The Award has been named in honour of Peter Duppa-Miller who sadly passed away in 2015. Peter dedicated much of his life to serving his community and was an advocate for the rural communities and parishes across the area.

Examples: Starts or leads community projects (e.g. clean-up days, youth clubs, local events), inspires others to get involved or act, organises cultural events, enhances community pride and identity.

Qualities: devoted, unselfish, stalwart, dedicated, energetic, passionate, good humoured, inspiring, skilled, creative, inspirational.

Winners of this category will be selected by the Judging Panel.

Category 5: Charity of the Year

The award will recognise an organisation, with charitable aims, in Bath and North East Somerset that provides outstanding services to support residents and the community of Bath and North East Somerset.

Examples: an organisation that delivers services for older people or young people, innovative approaches to solving social issues, demonstrated impact on the community or the cause they serve.

Qualities: committed, hard-working, inclusive, enthusiastic, compassionate, experienced, supportive, talented, inspiring.

A shortlist of three nominations will be selected by the Judging Panel and then this award will be decided through a public vote.

The Chair's Special Recognition Award

This award is not open for direct nominations but is selected by the Chair of Bath & North East Somerset Council from all the nomination received. The Chair will present a Special Recognition Award to an individual or organisation.

3. How to nominate

a. Eligibility

The Awards will be given to those individuals, teams or organisations that contribute towards activities and services within Bath and North East Somerset.

We will accept nominations for individuals or organisations that are registered outside of the authority area, but their community work must benefit residents of Bath and North East Somerset. Please see above individual categories for eligibility.

A word limit of 600 words is applied to all nominations. Please do not send any additional information as this will not be considered. Nominations received after the deadline date may not be accepted.

The information provided in the nomination form will be used in publicity about the Awards. Please ensure the information you provide is a true and accurate summary of the volunteer, team or organisation and you have permission to use the information.

Please ensure that your nominee is aware of the nomination and the details provided within the application.

b. About the nomination

Nomination forms must be completed in full, providing the following details.

- Name and contact details of the person nominating the volunteer, team or organisation
- Name and contact details of the volunteer. If under 18 please ensure the name of a parent or guardian is supplied.
- Information about what they have done to deserve the nomination
- One category only that applies to the nomination.
- Nomination forms can be completed on the Council's Website
<https://www.bathnes.gov.uk/bnes-community-awards>

or obtained from:

- By email to: connecting_communities@bathnes.gov.uk
- Telephone: 01225 396975
- In writing to: Mark Hayward, The Community Awards 2025/26, Bath & North East Somerset Council, Lewis House, Manvers Street, Bath BA1 5JG

Details about the Awards including the nomination form are available from Bath & North East Somerset Council's One Stop Shops and Libraries.

c. Who can make nominations?

Nominations can be made by individuals; a community group; a company; a charity; a partnership; association etc. However, we do not accept self-nominations. There are no restrictions on the number of nominations that a nominator can submit.

d. Deadline

Nomination forms must be returned by no later than **2nd January 2026**. Forms can be completed online or can be sent by email or postal address clearly marked "The Community Awards 2025/26". See details above in b.

e. What happens next

Once all the nominations have been received and checked for their eligibility, the nominations will be considered by a Judging Panel in January 2026. The Judging Panel will make their decision, including making a shortlist of nominations for the Charity of the Year, which will be decided by public vote. The public vote will take place at the end of January 2026.

Only the winners and highly commended of each category are invited to an Award's celebration event. The Peter Duppa-Miller Parish Award will be acknowledged at The Parish Liaison Meeting. These events will take place during March and April 2026.

If your nomination results in the nominee being successful, you and the nominee will be contacted with details about the event.

Everyone nominated for an Award will receive a certificate acknowledging their contribution. All winners will receive an Award and Certificate.

4. Terms and conditions

- a) The nominator is responsible for obtaining permission from the nominee to nominate them and where required have the consent of their parent or guardian, before submitting their nomination. They must make them aware that their nomination is subject to these terms and conditions and the Community Awards Privacy Policy which can be found here. <https://beta.bathnes.gov.uk/council-privacy-notice/community-awards-privacy-notice>
- b) The nominator must inform the nominee that they will be invited to collect their award if they are selected as a winner. The winners of the awards may be filmed and photographed.
- c) The information provided in the nomination form will be used to select the winners, during the event and in further publicity about the Awards.
- d) Please ensure the information you provide is a true and accurate summary of the nominee. Please ensure that your nominee has agreed for you to submit the nomination and agreed the details you have provided within the application.
- e) If you (the nominator) are under 18 years old, you must have your parent or legal guardian's permission to nominate and you must provide the name and telephone number of your parent or legal guardian on request.

- f) If your nominee is under 18 years old on the date the nomination is made, you must obtain consent from their parent or legal guardian before you put them forward to be considered for the award and you must provide the name and telephone number of their parent or legal guardian on request.
- g) The Council reserves the right to contact the relevant parent or legal guardian to check consent and to exclude nominations for which the requisite consent has not been given.
- h) Nominees under 18 years old who attend the Awards event must be accompanied by a parent or legal guardian or have permission by their parent or legal guardian to attend with the organisation they volunteer with.
- i) Nominations for individuals or teams that are aged 25 and under are asked to confirm that they were born on or later than 2000 at the time of submitting the nomination form.
- j) All nominations will be considered by a Judging Panel made up of partner representatives of the Community Awards and any other representative that the Council deems appropriate. Nominations for the categories of Charity of the Year will be shortlisted by the Judging Panel and members of the public will be invited to vote to select the winner of this category.
- k) Nominees must let the Council know if they have ever been convicted of a crime, if they are the subject of ongoing criminal proceedings or investigations, or if they have any County Court Judgments against them. This does not relate to minor traffic offences. Nominees agree that the Council has the right to do, or to engage third party organisations to do, background checks on them to verify the information that they provide in this regard (including but not limited to Disclosure & Barring Service checks carried out by third party organisations).
- l) Disclosure of criminal convictions, current criminal proceedings or investigations and other matters including those that may cause potential disrepute, may not automatically exclude nominees from the selection process but the Council and/or any judging panel shall be entitled to exercise their sole discretion in this regard and may invalidate a nominee's application or otherwise result in the termination of the nominee's participation in Awards. In all cases the decision of the Council and/or the judging panel(s) shall be final.