

FREEDOM OF THE TOWN OF ST NEOTS POLICY

Reference	SNTC/CIV003	Adopted by	Full Council
Prepared by	C Robson (Town Clerk)	Adopted date	25 October 2022
Monitored by	Town Clerk	Minute reference	TC-92-22-23
Monitoring Review	Every four years	Review date	October 2026

1. INTRODUCTION

- 1.1 The Town Council wishes to recognise the efforts of members of the community who demonstrate outstanding commitment to the well-being of St Neots. The Council will do this, in special circumstances that meet the criteria of this policy, by awarding to an individual their chosen title of Honorary Freeman/Freewoman/Freeperson of the town of St Neots. This honour will be awarded only on rare and exceptional occasions. At any one time, a maximum of twelve persons, unless otherwise decided by the Council, may hold the title Honorary Freeman/Freewoman/Freeperson of the town of St Neots for life.

2. NOMINATION CRITERIA

- 2.1 The following will be taken into account when consideration is given to granting the honour of Honorary Freeman/Freewoman/Freeperson of the town of St Neots:
1. Preference will be given to a person who performs in a voluntary capacity, but this should not preclude the honour being awarded to a person whose dedication and contribution is significantly above that expected for their occupation, including the uniformed services.
 2. All nominees should have carried out their largely voluntary roles for a lengthy period of time.
 3. Nominees need not necessarily be resident within the St Neots Town Council area.
 4. Any nominated Town Councillor should have retired from the post.
 5. The contribution to the community should involve one or more of the following:
 - A. A significant allocation of the person's time in serving members of the community for the improvement of their well-being;
 - B. The promotion, achievement and/or delivery of community services in which a real personal contribution has been made;
 - C. A contribution which is seen to stand above the contributions of most others;

- D. Bravery;
- E. Outstanding acts that promote the Town;
- F. Outstanding sporting achievement.

3. NOMINATION PROCEDURE

- 3.1 Nominations should be made in the strictest confidence without the nominee's knowledge. Any resident or elector of St Neots may make a nomination but it must be sponsored by a Town Councillor.
- 3.2 Nominations must be made in writing to the Town 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.
- 3.3 The nomination will be considered by a meeting of the Full Town Council and will be treated as a confidential item of business. A formal vote will be taken by the Council, and if Councillors are in agreement that the nominee should be made an Honorary Freeman/Freewoman/Freeperson of the town of St Neots, the nominee will be invited to accept the honour.
- 3.4 No fewer than two-thirds of the Town Councillors must agree the nomination.
- 3.5 The decisions of the Council on all nominations are final.

4. ENTITLEMENT

- 4.1 Any person nominated may designate themselves as Honorary Freeman/ Freewoman/ Freeperson of the town of St Neots for life.
- 4.2 The award may be made at any time as the Council see fit. A framed scroll will be presented to the recipient.

5. WITHDRAWAL

- 5.1 Any person nominated who is deemed by the Council to have brought the office into disrepute, may have the designation withdrawn. No fewer than two-thirds of the Council, at a formal vote, must agree the withdrawal.