

COPYTHORNE PARISH COUNCIL MEETING - TUESDAY FEBRUARY 10th 2026

ITEM NO. 9 - Initial preparations for 2026 Annual Parish Meeting (APM)

Information

I am currently planning to arrange the Annual Parish Meeting (APM) for a date in May and expect to be in a position to confirm the agreed date at the February 10th Parish Council meeting. The meeting will, as usual, include a number of topics and speakers. A report on Flooding within the Parish will be included along with an update on Local Government Re-organisation for Hampshire and the Isle of Wight.

We are also due to commence the process for determining the shortlist and eventual selection for the Annual Parish Award. This report initiates that process.

Annual Parish Award 2026

Details of how the process works and how members of the Parish Council and residents of the Parish can submit nominations are attached as Appendix A.

Invitations for nominations are now requested. Parish Councillors are invited to pass any recommendations to the Clerk with a citation which references the criteria outlined in Appendix A. Members of the Community will also be invited to make nominations via a promotion in the March edition of the Parish Council Newsletter; an article on the Parish Council website; and a post on the Parish Council Facebook page (which will also be shared with the local area Facebook group).

The Annual Parish Award nominations must be received by Friday March 27th 2026. The reporting of nominations and voting on them by Parish Council members will then take place outside of a Parish Council meeting between Monday March 30th 2026 and Tuesday April 7th 2026.

Recommendation

That Members of the Parish Council note the arrangements for the 2026 Annual Parish Award and action accordingly.

David Rigby
Clerk to Copythorne Parish Council
January 30th 2026

APPENDIX A - Annual Parish Award Scheme

The Parish Council's Annual Award Scheme celebrates the achievements of outstanding local people. The award is presented each year at the Annual Parish Meeting.

Parish residents are nominated to receive the Award by members of the Council (*and/or others within the parish*), and the winner is selected by the Council. The Award recognises outstanding commitment to village life and may be awarded for exceptional contributions to voluntary activities; for work carried out to support and help others; and in recognition of achievements which have benefited the community. An Award may be presented to people who have achieved one or more of the following criteria:

- Shown exceptional commitment to a cause or organisation
- Acted as a role model/ambassador within the community
- Motivated and inspired others to get involved in their cause or organisation
- Brought people together from different backgrounds
- Shown exceptional resilience in overcoming an obstacle or going beyond the call of duty
- Made a positive difference and improved the well-being of residents or the community

It is normal for Awards to be made to people who are still active in their role in the community, although there is no bar on an Award being made to someone who has recently retired/stood down.

For the 2026 Parish Award nominations referencing the above criteria need to be received by Friday March 27th 2026. They can be sent by the following methods:-

E-mail: parishclerk@copythorne.org.uk

Post: David Rigby, Copythorne Parish Clerk, C/O 9 The Cleaves, Totton, Southampton, SO40 8WL

The Council's selection process will take place between Monday March 30th and Tuesday April 7th 2026, all matters relating to individuals will be discussed by the Council in complete confidence, and the Council's decision is final.

David Rigby
Clerk to Copythorne Parish Council