

FRITWELL VILLAGE HALL CIO
CONFLICTS OF INTEREST POLICY

Fritwell Village Hall CIO should be aware of the need to avoid any conflicts of interest between their role as a trustee of the Village Hall and any other interest they may have, both personally and as members of other organisations which have any kind of relationship with the Village Hall. In making decisions and in exercising judgements, they must put the interest of the Village Hall first.

Conflicts of interest include the following:

- Where the Trustee would benefit or lose significantly, either financially or otherwise, as a result of a decision of the Trustees
- Where a close family member, close friend, working colleague or direct employer would similarly benefit or lose.
- Where an organization within which a Trustee has a managerial or significant interest stands to gain or lose significantly as a result of a decision of the Trustees.

With the exception of any individual gifts or similar of value £10 or less, any gift, service or inducement relating to an activity or function of the Village Hall should be reported in writing to the Secretary, who will record this and report it to the next meeting of the trustees. Normally such gifts etc. should be refused or where appropriate used in such a way as to benefit the Village Hall.

Where a trustee has a personal interest in the outcome of any matter being considered by the Trustees he/she should declare this prior to the matter being discussed so that other members are aware of the situation, and where the member concerned feels that his/her colleagues would reasonably regard his/her judgement on the matter to be affected as a result of this interest, he/she should take no part in discussion or voting on the issue and should leave the room while discussion is taking place.

Members should declare interests of this nature as soon as they become aware of them. If this is before the meeting, then the declaration should be in writing to the Secretary, who will then report the matter at the appropriate time. If he/she only becomes aware of the conflict of interest during the course of the meeting, he/she should declare it under the appropriate agenda item and take the appropriate action.

In every case the minutes of the meeting will record declarations of conflict of interest and actions taken as a result.

Reviewed January 2022 Policy V 1.0