

PERRANARWORTHAL VILLAGE MEMORIAL HALL

Charity No 300585

Conflicts of Interest Policy

All trustees of The Perranwell Centre will strive to avoid any conflict of interest between the interests of the organization on the one hand, and personal, professional and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest that may affect the best interests of the Perranwell Centre.

The purpose of this policy is to protect the integrity of the organization's decision-making process to enable our users to have confidence in our integrity and to protect the integrity and reputation of trustees.

Examples of conflicts of interest include:

- 1 A trustee who is also a user and who must decide whether fees from users should be increased.
- 2 A trustee who is also on the committee of another organisation that is competing for the same funding.
- 3 A trustee who has an interest in a business that may be awarded a contract to do work or provide services for the organisation or who is related to such a person.

Upon appointment, each trustee will be asked to make a full, written disclosure of interests, such as relationships and posts held, that could potentially result in a conflict of interest. This written disclosure will be kept in a register of disclosures and will be updated as appropriate, but at least annually.

In the course of meetings or activities, each trustee must disclose any interests in a transaction or decision where there may be a conflict between the organisation's best interests and the trustee's best interests or a conflict between the best interests of two organisations with which the trustee is involved.

After disclosure, the trustee must understand that they may be asked by the chair to leave the room for the discussion of a particular item and may not be able to take part in the decision, depending on the judgement of the other trustees present at the time.

Any such disclosure and the subsequent actions taken must be noted in the minutes.

This policy is meant to supplement sections 6 and 7 of the constitution. Trustees should respect its spirit as well as its wording. It aims to abide by the recommendations of the Charity Commission.

Date Adopted: 6th February 2017