

# **PAXCROFT MEAD COMMUNITY CENTRE**

Charity Registration No: 1123423

## **"CONFLICT OF INTEREST" POLICY**

### **1. Conflict of interest.**

A conflict of interest can arise in any of a number of ways, though with our limited range of activity (compared with a large national charity) the three most likely are:-

- A nominated member of the Committee may have loyalties divided between our organisation and his/her nominating body. This point is dealt with in principle by section 8.2 of our Deed of Trust, which requires such a person (along with all other members) to sign a declaration.
- The Committee may decide to remunerate a member for services rendered, in accordance with section 6.11 of our Deed of Trust. This section gives several conditions to be met should this situation arise.
- The Committee engages firms to carry out repair work, supply services, etc, and it is possible that a member of the Committee has an interest in the engaged firm. This interest may be direct, or indirect (such as a relative being involved with the firm).

### **2. The policy.**

- Whenever a Committee member realises that he/she has a conflict of interest in a subject being discussed or about to be discussed, he/she must declare that interest and absent himself/herself from the discussion and voting process.
- Any connected persons on the Committee must do the same.
- The declarations of interest and the exclusion of the person/s from the discussion and voting process must be clearly minuted to provide visibility should it be needed, that the conflict was managed adequately.

### **3. Register of interests.**

With our small number of trustees, all local residents, and with our limited scope of activity, the recording in the minutes is deemed to be sufficient record of conflicts. A "register of interests" will not be kept unless circumstances change significantly, or experience shows a need to do so.

**Prepared by F. J. Marples (Chairman) - January 2008**