



Eydon Village Hall

Eydon Village Hall

Charity No: 1125650

Trustee Conflict of Interest Policy & Procedures

September 26

Document Control

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All members of the Eydon Village Hall management committee will strive to avoid any conflict of interest between their role on the committee on one hand and their personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.

The purpose of this policy is to protect the integrity of the Village Hall management committee's decision-making process so as to enable users, hirers and the local population to have confidence in their integrity.

Examples of conflicts of interest could include:

- A committee member who is a regular user who must decide whether fees from users should be increased.
- A committee member who is also on the committee of another organisation that is competing for the same funding.
- A committee member who has interests in a business that may be awarded a contract to do work or provide services to the Village Hall.

Upon appointment each committee member will 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 on file and updated as appropriate.

In the course of meetings, committee members will disclose any interests in a transaction or decision where there may be a conflict between the organisation's interests and the committee member's interests or a conflict between the interests of two organisations that the committee member is involved with. After such a disclosure, the committee member may be asked to leave the room for the discussion and may not be able to take part in the decision depending on the judgement of the other committee members present at the time. Any such disclosure and the subsequent actions taken will be noted in the minutes.



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Equality Statement

The Trustees of Eydon Village Hall are committed to ensuring equal opportunity for all.
The Trustees will:

- Not discriminate on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- Encourage use of the hall facilities among minority groups in the community.
- Endeavour to ensure that the membership of the Board of Trustees is representative of the local community, within the terms of its Trust Deed.
- Promote equality of opportunity.
- Take action against reports of discrimination.
- Maintain an access policy.

END