



## PPC Conflict of Interest Policy

This Conflict of Interest Policy applies to the Trustees of the Public Purposes Charity Stanford in the Vale and any individuals or organisations who may consult with PPC other than grant applicants.

Each new Trustee is required to provide a statement of Conflicts of Interest which is held by the Clerk/Correspondent. Item 1 on the Agenda of each Trustee Meeting asks for any new Conflicts of Interest from attending Trustees.

Interests are defined as:-

- Direct financial interests – where an individual stands to gain direct financial benefit from decisions made by Trustees.
- Indirect financial interests – where a close relative of an individual stands to benefit financially from a decision and where the financial affairs of the individual and relative in question are bound through the legal concept of 'joint purse'.
- Non-financial interest or personal conflicts – where an individual receives no financial benefit from the decision but continues to be influenced by external factors. This includes interests arising from membership of clubs and other organisations.
- Conflict of loyalties – where an individual may have competing loyalties between PPC and some other person or entity.

If a conflict of interest arises at a meeting of the Trustees, the Trustee shall be obliged to declare his or her interest.

A Trustee shall not be involved in any decision relating to a matter in which he or she has a material interest except with permission of the Trustees in attendance.

If a Trustee fails to declare an interest which is known to any other Trustee then such other person may declare that interest.

All decisions under a conflict of interest will be recorded and reported in the minutes of that meeting.

The minutes will record:

- the nature and extent of the conflict;
- the outline of the discussion;
- the actions taken to manage the conflict;
- whether the person concerned was permitted to participate in consideration and vote on the matter in respect of which the conflict arose.