

Conflict of Interest Policy Statement

Updated October 2019

This policy applies to all trustees & members of the Church Council.

Why we have a policy

Conflicts of interests may arise where an individual's personal or family interests and/or loyalties conflict with those of North Plymouth Community Church (NPCC).

Such conflicts may create problems; they can:

- inhibit free discussion;
- result in decisions or actions that are not in the interests of NPCC; and
- risk the impression that the Church Council/Trustees have acted improperly.

The aim of this policy is to protect both the Church Council/Trustees and the individuals involved from any appearance of impropriety.

The declaration of interests

Accordingly, we ask all trustees & members of the Church Council to declare their interests, and any gifts or hospitality received in connection with their role in NPCC.

Data Protection

The information provided will be processed in accordance with data protection principles as set out in the General Data Protection Regulation 2017. Data will be processed only to ensure that trustees and members of the Church Council act in the best interests of NPCC. The information provided will not be used for any other purpose.

What to do if you face a conflict of interest

You should declare your interest at the earliest opportunity and offer to withdraw from any subsequent discussion.

You may, however, participate in discussions from which you may indirectly benefit, for example where the benefits are universal to all users, or where your benefit is minimal.

If you fail to declare an interest that is known to the secretary and/or chair of the Church Council, then the secretary and/or chair of the Church Council will declare that interest.

Decisions taken where there is a conflict of interest

In the event of the Church Council/Trustees having to decide upon a question in which a Church Council/Trustee member has a conflict of interest, then that person may not vote on matters affecting that interest.

All decisions under a conflict of interest will be recorded in the minutes of the meeting. The minute will record: the nature and extent of the conflict and the actions taken to manage the conflict.

Where a trustee benefits from the decision, this will be reported in the annual report and accounts in accordance with SORP 2000.

Signed: Jo Taylor (Treasurer)

Date: October 2019