



## Conflict of Interest Policy

If a trustee believes they have a real or perceived conflict of interest they should:

- declare the interest at the earliest opportunity
- withdraw from discussions and decisions relating to the conflict, unless expressly invited to remain in order to provide information.

In this case they may not participate in, or influence, the decision or any vote on the matter. They will not be counted in the quorum for that part of the meeting. This action will be agreed by the chair and minuted accordingly.

If they fail to declare an interest that is known to the administrator and/or the other trustees, the administrator or other trustee will declare that interest.

In the event of the Trust having to decide upon a question in which a trustee has an interest, all decisions will be made by vote, with a simple majority required. A quorum must be attained for the discussion and decision; interested parties will not be counted when deciding whether the meeting is quorate. Interested trustees may not vote on matters affecting their own interests.

Approved:            May 2022  
Review date:        May 2024