



Version	Status	Date	Review date
01		01/10/25	October 2027

FRIENDS OF WHIRLOW BOOK PARK

CONFLICT OF INTEREST POLICY

1 The purpose of this policy is to ensure that any conflict, or potential conflict, of interest a Management Committee (MC) member may have is declared and dealt with, so as to ensure the affairs of Friends of Whirlow Brook Park (FoWP) are managed fairly and transparently.

2 This policy statement covers all members of the MC, whether they are trustees or not.

3 Members of the MC should always act in the best interests of the charity and the reputation of FoWP should not be harmed by any action which might lead others to doubt that the Management Committee is fulfilling its duties fairly and impartially.

4 A conflict of interest may arise in the following circumstances:

4.1 A MC member has a financial interest in a contract to which the FoWP is a party

4.2 A MC member is also a member, trustee or employee of another organisation with similar objectives, particularly one with which there may be an element of competition, whether actual or perceived

4.3 A close family member or friend of a MC member may be involved in a way that constitutes a conflict of interest, whether actual or perceived

This list is not intended to be exclusive. If in doubt, MC members should declare a potential conflict of interest or of loyalty in relation to any issue discussed at a MC meeting or in which the MC member is involved.

5 There is nothing inherently wrong in a MC member having an interest as at paragraph 4 above – a problem would only arise if a Management Committee member is involved in a decision in which they have an interest which they fail to declare.

6 The person chairing meetings of the MC should always start by asking for any conflicts of interest.

7 If a conflict of interest does arise,

the MC member must:

7.1 declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with FoWP or in any transaction or arrangement entered into by FoWP which has not been previously declared; and

7.2 absent himself or herself from any discussions of the MC in which it is possible that a conflict will arise between his or her duty to act solely in the interests of FoWP and any personal interest (as at paragraph 4 of this policy statement)

7.3 any MC member absenting himself or herself from any discussions in accordance with this policy statement must not vote or be counted as part of the quorum in any decision of the MC on the matter

Note: this wording is based on s22 of our constitution which sets out the obligation of trustees in relation to conflicts of interest and conflicts of loyalty.

RL

Oct 2025