

Thornbury Lions Club (CIO)

Conflict of Interest Policy

Thornbury Lions Club trustees have a legal obligation to act in the best interests of the Club, in line with its constitution dated 1st June 2018, and avoid situations where there may be a potential conflict of interest.

A conflict of interest may arise where a member's personal or family interests or loyalties could conflict with those of the Club and potentially: -

- Inhibit free discussion,
- Result in decisions or actions that are not in the interests of Thornbury Lions Club
- Risk the impression that Thornbury Lions Club has acted improperly.

The overall objective of this policy is to protect both Thornbury Lions Club and the individuals involved from any appearance of impropriety.

It is anticipated that members may well have some involvements with organisations seeking funding but most will not be perceived as a conflict. For example, members may, as parents or grandparents, have family members at school in the town. This involvement is unlikely to constitute a conflict unless a closer relationship such as school trustee or similar exists. For the avoidance of doubt, it is recommended any Lions Club member with a relationship, however remote, should declare this at a Business Meeting and recorded.

Further should a club member have a recent or active involvement in a request for funding, the member should consider how they participate in the discussion so that free discussion is not restricted and potentially abstain from any vote.

All decisions made where a conflict of interest arises will be recorded in the minutes of the appropriate meeting. This will record

- The nature and extent of the conflict,
- An outline of the discussion, 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 the current Charities SORP. All payments or benefits in kind to trustees will be reported in the accounts and annual report, with amounts for each trustee listed for the year in question.

Where a trustee is connected to a party involved in the supply of a service or product to Thornbury Lions Club, this information will also be fully disclosed in the annual report and accounts.

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| Date | 10/05/2023 | Policy "Owner" | President |
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