**Stour Row Village Hall Conflict of Interest Policy**

Stour Row Village Hall trustees, Village Hall Management Committee VHMC) members and volunteers will strive to avoid any conflict of interest between their personal, professional and business interests and those of Stour Row Village Hall. This includes avoiding both the perception of conflict and actual conflicts of interest. The purpose of this policy is to protect the integrity and reputation of volunteers, members of the VHMC and trustees and to allow stakeholders to have confidence in the fairness of decisions made around the running of the hall. No person involved in the running of Stour Row Village Hall should use, or should appear to use, their position to gain financially.

In any decision-making situation, all those involved in the decision-making must clearly declare any actual or potentially perceived conflict of interests. These declarations should be clearly recorded in the minutes of the meeting along with the outcome of the decision.

If an individual is in any doubt if they have a conflict of interest they should declare their situation to other members of the VHMC involved in the decision-making.

If any individual is found to be exploiting their position in the management of Stour Row Village Hall for personal gain they will be precluded from any further involvement in the management of the hall.