

Jubilee Hall Newton on the Moor

Charity Registration No: 1193440



Conflict of Interest declaration

Version Control:

Version	Date	Revision Author	Version Comments	Approval date	Review date
1.0	June 2025	Alison Cowen	New draft	23/07/25	June 2026

The Newton on the Moor Jubilee Hall charity trustees are required to declare all relevant interests, on appointment and at meetings of the trustees if they are to fulfil their legal duty to act only in the best interests of the charity.

There are two common types of conflict of interest: financial conflicts and loyalty conflicts.

Financial conflicts

These conflicts happen when a trustee, or person or organisation connected to them, could get money or something else of value from a trustee decision.

They do not include a trustee's expenses – for example, for going to a charity meeting.

Some common examples

Financial conflicts for a trustee happen if your charity is deciding whether to:

- pay the trustee for doing their trustee role (more than their expenses)
- employ or pay the trustee, or their relative, for some work at your charity, or its trading company
- sell, loan or lease charity assets (land or anything else the charity owns) to the trustee
- buy, borrow or lease charity assets from the trustee
- buy goods from a business owned by the trustee
-

It still counts as a conflict, even if your charity would get a good deal for its money.

Loyalty conflicts

These conflicts are not about money or other trustee benefits. They happen when, for other reasons, a trustee might not be able to make decisions that are best for the charity.

Some common examples

They can happen if the charity's decision involves a person or organisation linked to a trustee. For example:

- the trustee's employer
- another charity where they are a trustee
- the organisation that appointed them as a trustee
- their relatives or friends

There can be a conflict because the trustee's responsibility (or loyalty) to the other organisation or person could compete with their responsibility to the charity.

Declaring conflicts of interest

Trustees should:

- identify and declare conflicts at the start of meetings - this is a standard agenda item
- keep and update a register of interests

Conflicts of interest include:

Business and personal interests and those of their spouse, partner, family and close relatives

Governing Document / Constitution

Section 6 and 7 of the Newton on the Moor Jubilee Hall Charitable Incorporated Organisation constitution deals with conflicts of interest. These include :

No charity trustee or connected person may:

- buy or receive any goods or services from the CIO on terms preferential to those applicable to members of the public or sell goods, services, or any interest in land to the CIO;

A charity trustee must:

- declare the nature and extent of any interest, direct or indirect, which they have in a proposed transaction or arrangement with the CIO or in any transaction or arrangement entered into by the CIO which has not previously been declared; and
- absent themselves from any discussions of the charity trustees in which it is possible that a conflict of interest will arise between their duty to act solely in the interests of the CIO and any personal interest (including but not limited to any financial interest).

Any charity trustee absenting themselves from any discussions in accordance with this clause must not vote or be counted as part of the quorum in any decision of the charity trustees on the matter.

The Newton on the Moor Jubilee Hall charity will record trustees interests in a charity register of interests.

The following details should be recorded:

- what the conflict was
- who or what it affected
- when it was declared
- how you managed it

A copy of this policy will be given to every new trustee.