

## **Parish of Stoke & Fenton CONFLICT OF INTEREST POLICY**

This policy applies to all PCC members, members of the standing committee and any other committees (including district church councils) and working parties set up by the PCC.

### **Why we have a policy**

PCC members have a legal obligation to act in the best interests of the parish and in accordance with the church representation rules. Conflicts of interest may arise where an individual's personal or family interests and/or loyalties to some other individual, group, charity or business conflicts with those of the parish. Such conflicts may create problems. They can:

- inhibit free discussion
- result in decisions or actions that are not in the interests of the parish
- risk the impression that the parish has acted improperly.

The purpose of this policy is to protect both the parish and its PCC members from any appearance of impropriety.

### **What the PCC of Stoke & Fenton will do**

- Maintain a register of interests (re-created annually at the first PCC meeting after the APCM) and make this available to all PCC members. A sample page is shown below the policy
- Ensure that 'Conflicts of Interest' is an item at the start of every agenda
- Allow conflicts to also be declared during meetings
- Record all conflicts and any dispensations to speak in the minutes, and also record when members leave and return to meetings

### **What to do if you face a conflict of interest**

All conflicts of interest, whether actual or potential, should be declared promptly at the earliest possible opportunity:

- Any PCC member who has a financial interest in a matter under discussion should declare the nature of their interest and withdraw from the room, unless they have dispensation to speak.
- If a PCC member has any interest in the matter under discussion, which creates a real danger of bias, that is, the interest affects the organisation which they represent, or a member of their household, more than the generality affected by the decision, they should declare the nature of the interest and withdraw from the room, unless they have dispensation to speak.
- If a PCC member has any other interest which does not create a real danger of bias, but which might reasonably cause others to think it could influence their decision, they should declare the nature of the interest, but may remain in the room, participate in the discussion, and vote if they wish.
- If a PCC member is in any doubt about the application of these rules, they should consult with the chairperson.
- If you fail to declare an interest that is known to the PCC secretary or the chairperson, the chairperson will declare that interest.

**PCC** members' interests are listed in the attached register.

Policy adopted	March 2021
Latest review	May 2023
Review due	Annually



# Parish of Stoke-upon-Trent & Fenton

## Register of Interests

PCC member: .....

Description of interest	Does the interest affect the PCC member director or a connected person to the PCC member?	Is the interest current?