



ST. THOMAS MAR THOMA CHURCH

Stackpool Road, Southville, BRISTOL, BS3 1NW

UNITED KINGDOM - Regd. Charity No. 1122211

Diocese of North America & Europe & UK-Europe Zone of the Mar Thoma Church
Vicarage: 24 Sherbourne Avenue, Bradley Stoke, Bristol BS32 8BB Tel. +44 (0) 117 9834521

Conflict of Interest Policy

1. Purpose and general policy

1.1 The purposes of this conflict of interest policy is to:

- Protect the integrity of the Church's decision making process;
- Provide a level of confidence to external parties and other stakeholders;
- Protect the integrity and reputation of volunteers, staff and Trustees

1.2 A conflict of interest arises where there is a possibility that a Vicar or other Trustee's personal or wider interests could influence a Church's decision making process.

1.3 Recognising that conflicts of interest, whether real or perceived, can be damaging to the Church our policy is:

- To, wherever possible, avoid situations where a conflict might arise;
- Where conflicts of interest do arise, to ensure that these are fully disclosed and suitably managed so that they do not in any way influence the decision-making process of the Church;

1.4 In constructing this policy, the Trustees have paid due consideration to the Charity Commission guidance 'Manage a conflict of interest in your charity'.

1.5 All Trustees are required to read this guidance.

2. Managing conflicts of interest

Complaints may be addressed to the Vicar or a member of the Leadership Team either orally or in writing.

2.1 Where the Vicar or a Trustee recognises that they have a conflict of interest, they must declare it immediately. Some examples of conflicts of interest include an individual:

- Who is also on the committee of another charity that is competing for the same funding. *Note: this only applies in cases where the funding is limited and not simply because it comes from the same funding source;*
- Who is related to a staff member when there is a discussion on staff pay or conditions;
- Who is related to a person that is being considered for a gift or grant;
- Who works for another charity which is being considered as a recipient of a grant;
- Who has interests in a commercial business which is under consideration to carry out work or to provide services for the Church.



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- 2.2 Once an individual declares a conflict of interest, they can take no further part in any discussions related to that matter.
- 2.3 At the request of any other Trustee the conflicted individual can be asked to leave the room whilst the conflicted matter is under discussion.
- 2.4 A conflicted Trustee cannot vote or be included when considering whether there is an appropriate quorum of the Trustees, and cannot seek to influence other Trustees.
- 2.5 Where a conflict of interest has been disclosed, the disclosure itself, and any subsequent actions taken, should be fully recorded in the minutes of the Trustees meetings.

3. Adoption of this policy

- 3.1 The Trustees of St Thomas Mar Thoma Church Bristol formally accepted this policy at the Trustees meeting held on the 24th March, 2024.