Yorkshire Federation of Young Farmers Clubs

Conflict of Interest Policy and Guidelines

Approved by Executive Committee
23rd January 2025

Regional Agricultural Centre, Great Yorkshire Showground, Railway Road, Harrogate, HG2 8NZ Tel: 01423 546170, Email: office@yfyfc.org.uk

Conflict of Interest Policy

The aim of this policy is to protect both YFYFC and individual Members from any appearance of impropriety and follow guidance set out by the Charity Commission 2022.
https://www.gov.uk/government/publications/conflicts-of-interest-a-guide-for-charity-trustees-cc29/conflicts-of-interest-a-guide-for-charity-trustees

Members have an obligation to act in the best interests of YFYFC and in accordance with its charitable status. Conflicts of interest may arise where a trustee, officer or members personal or family interests and/or loyalties conflict with those of YFYFC.

Such conflicts can inhibit free discussion, result in decisions or actions that are not in the interests of YFYFC, and risk the impression that YFYFC has acted improperly.

Common conflicts of interest can include:
Financial conflicts or loyalty conflicts.

Declaration of Interests

Conflict of Interests Procedure

- If a member or their family faces a conflict for a commercial or business-related reason, they must not engage in decisions that affect them. They must declare their interest at the earliest opportunity and withdraw from any subsequent discussions.

- Conflicts of interest must be recorded in the minutes.

- In the event of the Committee having to decide upon a question in which a member has an interest, all decisions will be made by vote, with a simple majority. A quorum must be present for the discussion and the decision. Interested parties will not be counted when deciding whether the meeting is quorate. Interested members may not vote on matters affecting their interests.

- Trustees and County Officers must signed a declaration of interest (attached) at the start of their tenure and this should be renewed annually.

Approved at the Executive Meeting 23rd January 2025.

Signed: ……

Kirsty Chapple, County Chairman

Dated: 23rd January 2025.

To be revised January 2028.

TRUSTEE

I have no conflicts of interest (please tick box if appropriate) [ ]

I, _____ as a trustee of YFYFC, have set out above my interests in accordance with the organisation's Trustee Conflict of Interest policy, or I have ticked the declaration that I have no conflicts of interest.

To the best of my knowledge, the above information is complete and correct. I undertake to update as necessary the information provided and to review the accuracy of the information on an annual basis.

OFFICER

I have no conflicts of interest (please tick box if appropriate) [ ]

I, _____ as an officer of YFYFC, have set out above my interests in accordance with the organisation's Trustee Conflict of Interest policy, or I have ticked the declaration that I have no conflicts of interest.

To the best of my knowledge, the above information is complete and correct. I undertake to update as necessary the information provided and to review the accuracy of the information on an annual basis.

Trustee Declaration of Interest Form

Category	Please give details of the interest and whether it applies to yourself, a member of your immediate family, or other close personal contact.
Current employment or self-employment, or any previous employment or self-employment in which you continue to have a financial interest.	
Appointments (voluntary or otherwise) e.g. trusteeships, directorships, local authority membership, tribunal membership, etc)	
Membership of any professional bodies, special interest groups or mutual support organisations	
Investments in unlisted companies, partnerships and other forms of business, major shareholdings, e.g. more than 1% of issued capital and beneficial interests.	
Gifts or hospitality offered to you in the last 12 months by external bodies and whether this was declined or accepted	
Any contractual relationship with YFC or any subsidiary.	
Any other conflicts not covered by the above.	

As described in the Trustee Conflict of Interest policy and for no other purpose.

Signed _____ Date _____

If you would like to contact someone to discuss any aspect of this policy, please contact:

Stephen Jarvis

YFYFC Honorary Treasurer

Regional Agricultural Centre
Great Yorkshire Showground
Railway Road
Harrogate
HG2 8NZ

Tel: 01423 546170