



The Friends of Trowbridge Bandstand

Conflict of Interest Policy

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Table of Contents

1	Document Control.....	2
1.1	Document Status	2
1.2	Document Revision History	2
2	Document Purpose.....	3
3	Definitions	3
4	Dealing with Conflicts of Interest	4
4.1	Trowbridge Town Council.....	4
4.2	Other potential conflicts of interest	4



1 DOCUMENT CONTROL

1.1 Document Status

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1.2 Document Revision History

Version	Date	Author:	Revision Detail	Next Review Due:
0.1	26/06/2026	Stephen Cooper	Initial document creation	25/11/2026



2 DOCUMENT PURPOSE

This document sets out the Friends of Trowbridge Bandstand's policy towards possible, perceived and actual conflicts of interest that may arise between Trustees and other bodies or individuals.

3 DEFINITIONS

In this Policy Document:

"the Trust" means The Friends of Trowbridge Bandstand ;

"the Commission" means the Charity Commission for England and Wales;



4 DEALING WITH CONFLICTS OF INTEREST

Conflicts of Interest do not have to be real to be relevant. A perceived conflict of interest can be just as reputationally damaging as a provable real one. All Trustees must be aware of this and act accordingly.

4.1 Trowbridge Town Council

It is accepted that as the Friends of Trowbridge Bandstand is set up specifically to provide charitable assistance to the owners of the bandstand in Trowbridge Town Park (Trowbridge Bandstand), and considering that:

- the owner of the Bandstand is Trowbridge Town Council and,
- a number of the Founding Trustees are serving Councillors on Trowbridge Town Council and,
- the Constitution of the Friends of Trowbridge Bandstand allows for the Council to nominate two Councillors to serve as Trustees and,
- the Constitution of the Friends of Trowbridge Bandstand specifies the Chair of Trowbridge Civic Society be an ex-officio Trustee and that office may be occupied by a Councillor serving on Trowbridge Town Council.

There exists a very real possibility that a conflict of interest may arise, or be perceived to have arisen, between the differing roles of Councillor and Trustee.

In order to mitigate this, it is a requirement that any Trustee of the Friends of Trowbridge Town Council must:

- register their appointment as a Trustee of the Friends of Trowbridge Bandstand on the Register of Members' Interests administered by Wiltshire Council.
- declare their non-pecuniary interest in the Friends of Trowbridge Bandstand to Trowbridge Town Council following the process that Trowbridge Town Council may put in place from time to time,
- apply, following the process that Trowbridge Town Council may put in place from time to time, to Trowbridge Town Council for Dispensation to Speak (but NOT vote) on any Agenda item that may involve the Friends of Trowbridge Bandstand that may come before Trowbridge Town Council.

4.2 Other potential conflicts of interest

All Trustees must also be mindful of the possibility of Conflicts of Interest arising from their relationships with other bodies or individuals.



For example, a Trustee's association, or perceived association, with a potential contractor tendering for work on the Bandstand.

Whilst it is understood that the Friends of Trowbridge Bandstand will not normally directly engage any such contractor, it is also accepted that as Trustees have a absolute right and obligation to independently decide on the level of any grant that they may award towards such work, there is the risk of an association between any Trustee and a contractor tendering for work to be perceived as a conflict of interest.

It is important to be aware that the above example should not be considered either exhaustive or exclusive and all Trustees should be mindful of the possibility of a potential or perceived Conflict of Interest arising between their charitable work with the Friends of Trowbridge Bandstand and any association they have, through past or present employment, relationship or past relationship, familial links etc., with any organisation or individual having dealings with The Friends of Trowbridge Bandstand.

Any Trustee who identifies any such potential for a Conflict of Interest to be possible, or perceived to be possible, MUST declare that to the rest of the Trustees and then recuse themselves from any decision making involving that involves that possible Conflict of Interest.

Trustees may, if they choose, meet in session to ask the recused Trustee specific questions regarding their knowledge or experience gained through the relationship that has given rise to the possible Conflict of Interest.

The questioned Trustee must limit their answer to the specific question asked and not enter into speculation as to the merits or demerits of the source of the conflict.

In return, questions posed by the Trustees should be phrased in such a way as to NOT attract opinions, but rather empirical facts.

END OF DOCUMENT

Document Version 0.1

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Date Approved:

Review by Date: