

Aberffraw Village Hall

Code of Conduct for Board Members

Adopted: 18.2.26

Next Review: February 2027

1. Purpose

This Code of Conduct sets out the standards of behaviour expected of all Board members of Aberffraw Village Hall. It is designed to ensure that trustees act lawfully, responsibly, and in the best interests of the charity and the community it serves.

2. General Responsibilities

Board members must:

- Act in accordance with the charity's **governing document**, policies, and the law.
- Comply with the **Charity Commission's guidance on trustee duties**.
- Put the **interests of the charity before personal or professional interests**.
- Use their skills and experience to further the charity's purposes for the public benefit.

3. Integrity and Accountability

Board members will:

- Act with **honesty, integrity, and transparency** in all dealings.
- Declare any **conflicts of interest** promptly and withdraw from related decisions.
- Ensure proper use of the charity's funds and assets.
- Accept collective responsibility for Board decisions.

4. Respect and Equality

Board members will:

- Treat fellow trustees, volunteers, staff, and hall users with **respect, fairness, and courtesy**.
- Promote an environment free from **discrimination, harassment, and bullying**.
- Value diversity of opinion and experience in Board discussions.

5. Meetings and Decision-Making

Board members will:

- Attend meetings regularly and contribute actively.
- Prepare in advance by reading papers and considering agenda items.
- Respect the **role of the Chair** in leading meetings.
- Maintain confidentiality of sensitive discussions and information.

6. Representation

When representing Aberffraw Village Hall, Board members will:

- Act as **ambassadors** for the charity.
- Ensure public statements are accurate and consistent with agreed positions.
- Seek authorisation from the Board before speaking on its behalf.

7. Safeguarding and Community Responsibility

Board members will:

- Recognise the Hall's role in serving the community and promoting **safety and wellbeing**.
- Comply with the Hall's safeguarding, health and safety, and data protection policies.
- Ensure the charity operates to the **highest standards of public trust**.

8. Breaches of the Code

- Concerns about breaches will be considered by the Chair (or Vice Chair if appropriate).
- The Board may take action, which could include mediation, formal warnings, or removal from office in line with the governing document.

9. Commitment

All Board members confirm their commitment to this Code of Conduct on appointment and annually at the AGM.

Board Members' Commitment Statement

As a Board member of **Aberffraw Village Hall**, I agree to uphold the standards set out in this Code of Conduct and to act at all times in the best interests of the charity and the community it serves.

I commit to:

- Acting lawfully, responsibly, and with integrity.
- Putting the charity's interests above personal gain.
- Respecting confidentiality and collective decision-making.
- Supporting my fellow trustees and contributing to the effective running of the charity.

I understand that failure to follow this Code may result in action being taken by the Board.

Signed: _____

Name (print): _____

Date: _____