

Porthleven Town Council
MINUTES THE SPECIAL TOWN COUNCIL MEETING,
HELD ON WEDNESDAY, 28th JUNE 2023, 7pm
AT INSTITUTE COTTAGE, CLIFF ROAD

Present:	Cllr. Toy (in the chair)	Cllr. Munday	Cllr. Naylor
	Cllr. Horne	C Thompson (Clerk)	
In Attendance:			

Minute	AGENDA ITEMS	Action
	<p>Apologies for Absence Cllrs. Berryman, Short, Port, Davies and Shainberg forwarded their apologies</p> <p>Declaration of Interests None</p>	
030/2324	<p>Conflict of Interest with BDO LLP No declarations recorded Proposed from the Chair and AGREED that there were no declarations Conflict of Interest form signed by Cllr. Toy (Mayor) and Corrie Thompson (Town Clerk / Responsible Finance Officer)</p>	Clerk
031/2324	<p>Internal Auditors Report 2022 / 23 Clerk presented the Internal Auditors Report 2022 / 23 Discussed Clerk instructed to increase formal budget reviews and bank petty cash as per recommendations Proposed from the Chair and AGREED</p>	Clerk Clerk
032/2324	<p>Annual Governance and Accountability Return 2022 / 23 – Section 1 Annual Governance Statement Clerk presented the completed Annual Governance Statement 2022 / 23– Section 1 of the Annual Governance and Accountability Return 2022 / 23 Part 3 Discussed Proposed by Cllr. Munday, seconded by Cllr. Horne, and AGREED Section 1 signed by Cllr. Toy (Mayor) and Corrie Thompson (Town Clerk / Responsible Finance Officer)</p>	Clerk
033/2324	<p>Annual Governance and Accountability Return 2022 / 23 – Section 2 Accounting Statements 2022 / 23</p>	

	<p>Clerk presented the completed Accounting Statements 2022 / 23– Section 2 of the Annual Governance and Accountability Return 2022 / 23 Part 3.</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED</p> <p>Section 2 signed by Cllr. Toy (Mayor) and Corrie Thompson (Town Clerk / Responsible Finance Officer)</p>	<p>Clerk</p>
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There being no further business, the meeting closed at 7.30pm

Signature: Cllr. Mike Toy, Mayor

Date: 13th July 2023