

**Porthleven Town Council**  
**NOTICE AND AGENDA OF**  
**SPECIAL TOWN COUNCIL MEETING**  
**TO BE HELD ON WEDNESDAY 26<sup>th</sup> JUNE 2024, 6.30pm**  
**AT INSTITUTE COTTAGE, CLIFF ROAD**

Members of the public and press are invited to attend this meeting of the Council. To ensure that social distancing measures can be put in place please can you register your interest in attending with the Clerk by emailing [townclerk@porthleventc.org.uk](mailto:townclerk@porthleventc.org.uk)

	<b>AGENDA ITEMS</b>	<b>Action</b>
<b>1.</b>	<b>Apologies for Absence &amp; Declaration of Interests</b>	
<b>2.</b>	<b>Conflict of Interest with BDO LLP</b> To confirm no interest or declare an interest with BDO LLP, external auditors	
<b>3.</b>	<b>Internal Auditors Report 2023 / 24</b> To receive Internal Auditors Report	
<b>4.</b>	<b>Annual Governance and Accountability Return 2023 / 24 – Section 1 Annual Governance Statement</b> To receive and approve	
<b>5.</b>	<b>Annual Governance and Accountability Return 2023 / 24 – Section 2 Accounting Statements</b> To receive and approve	

Signature: .....(Miss Corrie Thompson)  
Town Clerk

Date: 20<sup>th</sup> June 2024