

Porthleven Town Council
MINUTES THE SPECIAL TOWN COUNCIL MEETING,
HELD ON WEDNESDAY, 26th JUNE 2024, 6.30pm
AT INSTITUTE COTTAGE, CLIFF ROAD

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

Minute	AGENDA ITEMS	Action
	<p>Apologies for Absence Cllrs. Horne, Naylor, Port, Davies and Shainberg forwarded their apologies</p> <p>Declaration of Interests None</p>	
029/2425	<p>Conflict of Interest with BDO LLP No declarations recorded Proposed 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
030/2425	<p>Internal Auditors Report 2023 / 24 Clerk presented the Internal Auditors Report 2023 / 24 Discussed Clerk to transfer petty cash float into bank and complete VAT returns Proposed from the Chair and AGREED</p>	Clerk
031/2425	<p>Annual Governance and Accountability Return 2023 / 24– Section 1 Annual Governance Statement Clerk presented the completed Annual Governance Statement 2023 / 24 – Section 1 of the Annual Governance and Accountability Return 2023 / 24 Part 3 Discussed Proposed by Cllr. Short, seconded by Cllr. Munday, and AGREED Section 1 signed by Cllr. Toy (Mayor) and Corrie Thompson (Town Clerk / Responsible Finance Officer)</p>	Clerk
032/2425	<p>Annual Governance and Accountability Return 2023 / 24 – Section 2 Accounting Statements Clerk presented the completed Accounting Statements 2023 / 24 – Section 2 of the Annual Governance and Accountability Return 2023 / 24 Part 3.</p>	

	Discussed Proposed from the Chair and AGREED Section 2 signed by Cllr. Toy (Mayor) and Corrie Thompson (Town Clerk / Responsible Finance Officer)	Clerk
--	---	-------

There being no further business, the meeting closed at 7pm

Signature: Cllr. Mike Toy, Mayor

Date: 11th July 2024