

**Chinar Co-operative Group Housing Society Ltd.**  
**(MAJESTIC APARTMENTS)**

AGBM/2022-23/

17.09.2022

Regd. No. 618(GH), Regd. Office : Plot No. 3, Sector-18, Dwarka Phase-II, New Delhi-110078  
Tel. : 011-45795372, E-mail : chinarcghs@gmail.com, Website : www.chinarcghs.com

To  
Ref. No.....

Date .....

**ALL MEMBERS OF CHINAR CGHS LTD.,**

**Reg : Minutes of Annual General Body Meeting held on 04.09.2022**

Please find attached the Minutes of Annual General Body Meeting held on 04.09.2022 for perusal, reference & records.



**(JATIN MITTAL)**  
**SECRETARY**

Encls: As above



c.c. : Asstt Registrar,  
O/o Registrar of Cooperative Societies,  
NCT of Delhi, Old Court Building,  
Parliament Street,  
New Delhi-110001

- Alongwith a copy of Minutes of AGBM held on 04.09.2022

Society Notice Board/website

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**Minutes of Annual General Body Meeting held on 04.09.2022**

Date .....

The Annual General Body Meeting (AGBM) commenced at 10 AM but due to lack of quorum completed till 10:30 AM since only 18 members including all the 7 office bearers of the Managing Committee were present the same was adjourned for 15 minutes. Thereafter the proceedings commenced at 10.45 AM, when the quorum was not required, at the same venue. In all 42 members participated in the meeting.

At the start of the AGBM, Shri Jatin Mittal, Secretary welcomed all the participant members in the AGBM and informed that the House gathered at a very short interval after last AGM held on 27.3.2022. Thereafter, the President was requested to initiate the proceedings by his opening address.

### **Agenda No. 1 - Opening Address by the President**

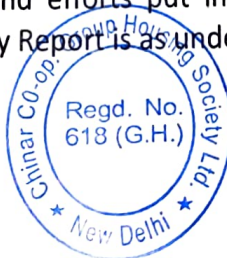
The gist of the Address is given hereunder:-

I welcome you all in today's AGBM at a very short interval after the last AGBM held on 27.03.2022 which was for the closed F.Y. 2020-2021 and this present AGBM is for the F.Y. 2021-2022 and also explained that the present MC is committed to follow the norms fixed as per provisions of DCS Act 2003 read with DCS Rules 2007. Further, to convene AGBM so early was based on pre-occupation of the President in family affairs and non-availability of couple of MC members & the entire October 2022 month is full of festivals. Further, it was informed that all the MC members are committed to render their selflessly services unitedly with everyone's exposure/expertise in different spheres in number of renovation activities commenced immediately at the start of the present fiscal and all are on at the completion stages except the shaft repairing work.

The House was requested to strictly adhere to the Agenda items since the purpose of holding AGBM is get approvals & resolutions as required to run the society affairs in effective manner by keeping the transparency in handling the financials of the Society. Discussion on individual flat-wise issue shall be avoided since the same can be sorted out at the MC level and avoid to derail the proceedings of the House. Thereafter, the Secretary was requested to proceed further for holding the AGBM strictly as per the Agenda items.

### **Agenda No. 2 – Secretary Report**

Shri Jatin Mittal, Secretary read his report before the House enumerating the compliance of the last AGBM minutes and efforts put in achieving the targets fixed amongst the MC itself. The gist of Secretary Report is as under:-



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That within a short span of five months with concrete efforts of all the MCmembers, several initiatives based on the suggestions from the members and residents were successfully executed. The highlights are as under:-

- Insurance of entire Society complex has been done for a sum insured to the tune of Rs.70 crores covering all the major risk parameters from ICICI Lombard General Insurance Ltd for an annual premium of Rs. 1,48,680/- commencing from 13.06.2022 to 12.06.2023.
- Front & tilted rear boundary wall and elevated garden repair work was got completed.
- Waterproofing work done on rooftops, where required, were got completed.
- Pesticide and anti-termite treatment of entire common areas of Society & the community hall has also been done.
- Fire Fighting System which was not functional since long has been fully restored along with the PA system. Very soon drill exercise will be conducted to literate for usage of the system in case of any emergency.
- Community hall has been renovated/refurbished with latest amenities to make livable for holding functions and to facilitate senior citizens.
- Rain water harvesting work is complete and obtained the requisite certificate for the purpose.
- All the CCTV cameras upgraded to HD night vision bringing the clarity in vision & coverage for security of residents of the Society.
- All the lift lobby areas & the guard room is equipped with the LED screens in agreement with the Adonmo for lift branding to earn extra revenue for the Society.

### **Other works in progress**

- Repairing of shafts by replacing sewage pipelines, plumbing work, etc. towards seepage problem.
- Renovation in Society Office.
- Repair & refurbishing of exterior of entire Society.

### **FINANCIAL FRONT**

- It's a matter of great pleasure that the members are paying their dues very promptly except 3-4 residents who are still not complying to the norms/guidelines fixed by the Society.
- Lease Agreement has been renewed with Mother Dairy with 10 per cent enhancement for a period of five years retrospectively from 18.03.2022.
- Established financial discipline for sale/purchase, letting out and renovation of flats.





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Ref. No. .... For all these accomplishments, in short, full credit goes to the combined approach of the MC and all the esteemed members of the Society for their continuous support and assistance. The Secretary informed that every effort has been put in to cover all possible issues which needed immediate attention. However, if anything missed, the members are requested to raise their concerns under Point No.10 of the Agenda items.

The hardworking House-keeping staff members are appreciated to extend their efforts for up-keeping and maintenance of the Society.

Then the Secretary opened the forum for discussions and requested the members to remain stick to the point-wise agenda items.

### Agenda No. 3 - Confirmation of the Minutes of last AGBM held on 27.03.2022

The minutes of the last AGBM held on 27.03.2022 were read out by the Secretary of the Society before the House and all the members were agenda-wise apprised and requested for confirmation after raising the queries, if any, & discussions on the same.

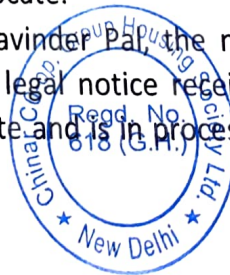
Agenda item Nos. 1 to 4 were matter of records.

Agenda item Nos. 5 & 7 were taken up together for discussions in regard to 2 unallotted flats. The President reiterated before the House the status of un-allotted flats that in view of resolution adopted in the said AGM dated 27.3.2022 pertaining to Ms Vinod Chauhan (M.No.378) & Shri Davinder Pal (M.No.413) as under:-

- a) That a legal notice was served upon by Shri Prem Singh, Advocate on behalf of Shri Davinder Pal in regard to allotment of flat to the Society with copy to RCS for intervention. The said legal notice was suitably replied with copy to RCS.
- b) That in regard to Ms Vinod Chauhan (M.No.378) another stake holder of unallotted flat from his son, Shri Ajay Chauhan claiming for transfer of the said membership after his mother, who expired on 18.08.2021.

Both the above matters were discussed with one Advocate, who is well-conversant with the matters related to office of the RCS. After discussions & scrutiny of files & records available with the Society:-

1. A suitable letter was drafted by the Advocate in the matter of Ms Vinod Chauhan & the same was sent to RCS followed by one to Shri Ajay Chauhan, son of deceased Vinod Chauhan praying before RCS to permit society for creation of new membership by cancelling the membership of Vinod Chauhan on the grounds advised by the Advocate.
2. In regard to the matter of Shri Davinder Pal, the matter is being further studied by the Advocate since the legal notice received on his behalf was suitably replied by another Advocate and is in process to draft a reply to be sent to RCS.



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Ref. No... In addition, as discussed in Agenda item of 5 in the last AGM held on 27.3.2022, the matter related to handing over physical possession of another two unallotted flats alongwith covered car parking ie A-701 & B-503 by Shri M.C.Jha, Administrator-cum-Returning Officer supposedly beyond the powers allotted to him by the office of the RCS as well without verifying the facts whether all the dues related thereto are cleared or not & subsequently issued letters to both the flat owners calling their explanation towards clearance of dues as also cancellation of covered car parking.

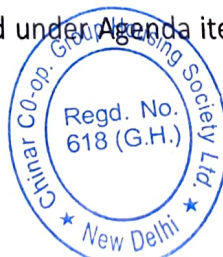
Further, covering the agenda item No.8 of the present AGM, since the legal issues are being discussed under the present item, the House was apprised as under:-

- c) Shri Lakhan Lal Soni, long associated with the Society, was informed to join the Security Service Agency since the Society is going to hire the services of Security Guards wef 01/04/2022, left his duty immediately after of joining his night duty on 31.3.2022 & never joined the Security Agency had served a notice on Society claiming minimum wages under the prevalent Act through one Labour Federation which was suitably replied. Subsequently summon received from the Authority under Minimum Wages Act on the same issue and the same is being contested appropriately.
- d) In another matter related sale of car parking under stilt pertaining to Flat No.C- 603 (Shri Gyanendra Shukla) who sold his flat in March, 2021 by entering into an Agreement in December 2021 when he had no right over the said property to one Smt.Sushma Rani & Shri Shribhagwan Singh, who bought the flat No. D-301. The said matter is also being under legal recourse.

Agenda item No.6 – discussion & review of on-going repairing work, the House was informed that the point will be covered in detail under Agenda item No.7 of the present AGM.

Agenda item No. 8 – imposing of water charges. The point still remains pending since no authorized vendor was contacted for repairing of the faulty/new water meters installation as number of other renovation activities are presently going on. However, the House was assured that the same will be taken on priority henceforth.

Agenda item No. 9 – Discussion on additional Floor Area Ration (FAR). The House was apprised that the discussions were held with the Architect to explore all the possibilities along with merits/demerits of the issue but the Architect will be present in the present Meeting around 12 noon for further discussions and this agenda item will be completely covered under Agenda item No.8 of the present Meeting.





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Ref. No.....

In continuation of this Agenda item Shri S.P.Garg, Architect joined the Meeting around 12.10 p.m. for further discussions on FAR. Shri Garg who drawn the sketches for each floor of all towers except top floor (pent house category). The issue was discussed in depth by the members with the Architect discussing all pros & cons of FAR as well tentative cost expected to meet out the FAR. Further, the following points emerged after discussions on FAR:-

If the FAR process is undertaken then there will be no categorization of each floorie. odd & even in accordance with the present lay-out since all the floors will fall under same category.

- Merits/demerits of FAR were discussed since after extension of FAR if the extended portion will be converted into rooms then the present status of drawing room will be changed from highly ventilated with air & sunlight.
- If FAR took place then only the civil structure will be undertaken with exterior plaster only. Interior of the extended FAR will be the sole discretion of the member(s)/resident(s).
- The effective cost per flat will fall between Rs.5.50 lacs to Rs.6.00 lacs based on the abovesaid structural change and that too if all the flats will go ahead for FAR.
- Based on the above points emerged during discussions the present members in the AGBM were in majority to go ahead by raising their hands.
- The sketches of pent house flats shall also be drawn by the Architect.

Based on above, Shri Arun Jhamb, Vice-President addressed the gathering on the above issue as under:-

- That the consent shall be obtained from all the members/owners, in writing, along with an amount of Rs.1,00,000/- either by DD or online transfer only.
- That if the consent form alongwith the amount is received with minimum 50 percent from the members/owners then the process of FAR will go ahead.
- That if more than 50 per cent consent is received, then a Special General Body Meeting will be convened only with this agenda item only.
- That on convening special GBM further modalities will be drawn to undertake the process of FAR related to cost, etc.

**Hence this Agenda item was confirmed & resolved in toto.**



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### **Agenda No. 4 – Confirmation and Adoption of Audited Financial Accounts for the Financial Year ended 31.03.2022**

The House was informed that the Financial Statements were attached to the Agenda Notice issued to each member & invited members to raise their queries, if any. Since no query was raised by any of the present member, the Agenda item was resolved as under:-

**“The House confirmed and adopted the Audited Financial Accounts for the Financial Year ended 31<sup>st</sup> March, 2022.”**

### **Agenda No. 5 - Approval of Maintenance Charges for FY 2023-2024**

The House was informed that the Management Committee proposes to keep the same maintenance charges as for the last FY 2022-2023 after waiving off the power-back up charges, as under:-

1. Category B (3 bedroom flats)	:	<b>Rs.2,500/-</b>
2. Category A (4 bedroom flats)	:	<b>Rs.3,000/-</b>
3. Category A1(3 bedroom penthouse flats)	:	<b>Rs.3,500/-</b>
4. Category A2(4 bedroom penthouse flats)	:	<b>Rs.4,500/-</b>

Subsequent details were also apprised to the House about affording rebate, raising of Bills for demand through MyGate on quarterly basis, details of mode of payment, levying of simple interest @ 15% p.a. on account of late payment, etc.

Further, payment of maintenance charges is the sole responsibility of the Member & MC will not approach tenants towards payment of the same.

No CASH towards maintenance charges & other dues will be accepted.

**Extra Charge (Non-Members / Tenants) – Rs.1500/- towards Maintenance Charges & 2<sup>nd</sup> car @ Rs.900/- & 3<sup>rd</sup> Car @ Rs.2100/- on quarterly basis. 4<sup>th</sup> car will not be allowed in any case.**

**“The House confirmed and adopted the Audited Financial Accounts for the Financial Year ended 31<sup>st</sup> March, 2022.”**





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### **Agenda No. 6 - Approval of the Budget estimate for FY 2023-2024**

The copy of the estimated Budget Sheet for the FY 2023-2024 (copy attached as Annexure) was handed over to each member while marking their attendance.

Before inviting House for discussions on head-wise budget estimate, it was informed before-hand by Shri B.C.Bhatt, Treasurer:-

- a) that wef 01<sup>st</sup> April, 2022 the entire security staff along with services of Maali are being handed over to security service provider. Hence the budget estimate towards watch & ward staff resulting reduction in annual salary bill of staff directly engaged with the Society viz. Electrician, Plumber, Manager, Accountant & office boy (on part-time basis) along with sweepers.
- b) That towards improvement & re-development of Green Area of Society, services of one expert has been hired wef 01<sup>st</sup> September, 2022 under whose supervision maali will work and be guided to plant the appropriate trees, flowers, etc. based on seasonal requirement and also the appropriate plooning work thereof.

Since no fresh query was raised by any of the member besides discussing again on the above mentioned points, the same was resolved as under:-

### **"The House confirmed and adopted the Budget for the Financial Year 2023-2024." Agenda No. 7 – Discussion & review of on-going repairing work**

Sh. B.C.Bhatt, Treasurer & the key person under whose guidance and supervision, being retired Civil Engineer by profession & having sound technological knowledge the entire repair & renovation work in Society are being carried out viz. scrutiny of quotes called by the MC for each separate repair activity, discussions with the contractors, purchase of material, etc. and the facts were placed before the House by explaining about the building repair work(s) which are completed and are presently going on.

As per resolution in the last AGM held on 27.3.2022 point was raised about obtaining security cheque of Rs. 5000/- to which the President placed some facts before the

House about the renovation work(s) undertaken by the present residents, new entrants & the flats which are got renovated through financiers by the flat owners with the understanding for sale/purchase of the concerned flat(s).

- (a) The fact was apprised to the House that the MC decided to charge Rs.5,000/- per month towards usage of Lift for renovation work through financiers from the date of commencement till the date of completion of renovation work apart security cheque of Rs.25,000/- (refundable) after assessing/adjustment towards any damage, etc. to the common area(s).



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- (b) Renovation work undertaken by the new entrant(s) & the residents shall be charged Rs.3,000/- (one time) towards usage of Lift for renovation work apart from a security cheque of Rs.5,000/- (refundable) after assessing/adjustment towards any damage, etc. to the common area(s). For new entrants this charge will be in addition of usage of Lift at the time of shifting with household items.
- (c) For commencement of any repair/renovation work shall be brought to the knowledge of the MC, in writing, atleast one week before & obtain permission by signing undertaking to abide by the guidelines of the Society for the above purpose.
- (d) Any violation on this score, misuse of common area(s) & removal of malba at first instance will be penalized with Rs.3000/- & subsequent violation(s) with Rs.5000/-.
- (e) In recent past also the flats which were under renovation the above said charges have been levied in the respective flats accounts towards mis-use of common areas & usage of lift for the purpose as stated in above points and the non- payment of the same will put the concerned member in default.
- (f) In case of any non-compliance by anyone, the labourer/contractor engaged will not be allowed to enter the society premises.

**Hence, all the above points ie from (a) to (f) were adopted & resolved unanimously with one voice.**

Further, the House was informed that to keep the transparency in maintaining funds of the Society, the limits for expenditure fixed with Rs.50,000/- & Rs.5,00,000/- within the powers of the President & the Management Committee respectively & above Rs.5,00,000/- the approval/confirmation of the House was also resolved in the MC meeting & finally the same was also unanimously with one voice resolved in the previous AGBM held on 27.03.2022.

Under the scenario, the President placed before the House to seek their approval towards expenditure above Rs.5,00,000/- within the overall budget sanctioned for Rs.90,00,000/- by the House in the last AGM held on 27.3.2022.

A total cost incurred towards repairing of front & tilted rear boundary walls & elevated garden totaling to Rs.19,98,810/- & paid to Blue Horse Infra Solution.

- (a) A total project cost of Rs.26,00,000/- is sanctioned to M/s Sahoo Enterprises towards shaft repair(s) work in all towers including cost of the material & labour charges with variation  $\pm$ % when the entire project will be completed & the final bill will be paid.



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Ref. No. .... (b) An amount of Rs.9,00,000/- is already incurred towards refurbishing work of Community Hall including the cost of POP, electrical & plumbing<sup>Date</sup>/sanitation charges, tiles/marbles cost, PA system, purchase of 5 new ACs (2 split & 3 window), Pest Control, building material cost, painting cost from Asian Paints, Baby nappy changing station, etc. with variation  $\pm\%$  when finally all the payment(s) will be settled.

(c) All other expenses already incurred presently lie within the powers of the President/Managing Committee since every effort was made to reduce the cost of any repair work(s) by not allotting the same to any contractors but arranged with the combined efforts of the Managing Committee by engaging the members of the Society who are in this field.

**Hence, all the above points towards expenditure enumerated above in points (a) to (d) were adopted & resolved unanimously with one voice.**

### **Agenda No 8 – Any other issue with the permission of the Chair**

Under the agenda item, discussions on the following points took place:

- a) As discussed in last AGM held on 27.3.2022 every member was advised to fill-up the prescribed Nomination Form to maintain proper records of the Society but regret to inform that only two Nomination Forms are received till date. It was further requested to members to fill-up the Nomination Form to avoid any such further issues raised on account of the same.
- b) After discussions, it was proposed that Charges for usage of Community Hall services will be as under:-
  - a) Rs.3,000/- (inclusive kitchen) per day with additional AC charges on actual basis @Rs.12.60 per unit for MEMBERS.
  - b) Rs.5,000/- (inclusive kitchen) per day with additional AC charges on actual basis @Rs.12.60 per unit for OWNERS/TENANTS.Apart from above, Rs.500/- per day towards cleanliness shall also be paid in both the cases.
- c) One way vehicular movement (with 15 Km speed limit) is implemented within the Society premises. It has been observed that some residents are not observing the same, hence it has been proposed to impose penalty of Rs.200/- on first instance & any subsequent offence will be imposed with penalty @ Rs.300/- and the same will be debited to the concerned flat and the non-payment thereof will put them into default & any due amount will be charged simple interest @ 15% p.a.





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There are six defaulters in paying the dues of the Society with outstanding as on date asunder (exclusive interest to be charged on quarterly basis):-

- a) Smt. Parvesh w/o Shri Dilbagh Singh (D-501) – Rs.71,775/-
- b) Smt.Sushma Rani & Shri Shribhagwan (D-301) – Rs.43,400/-
- c) Smt.Sheetal Sinha & Shri Rajesh Sinha (B-901) – Rs.59,520/-
- d) Smt.Reena & Shri Narendra Kumar Narula (A-902) – Rs.27,275/-
- e) Shri Anup Singh (A-802) – Rs.25,000/-
- f) Smt. Vandana Rao (D-103) – Rs.25,000/-

Subsequent to discussions on points under this Agenda item, the Management Committee has been empowered by the House to take any appropriate & suitable action towards recovery of dues as stated above.

**"The House confirmed and resolved the points under the present Agenda item."**

Another point was taken up for consideration on the request mooted by Secretary in the House regarding creation of corpus funds for the purpose of welfare, redevelopment and major repairs to be carried out in the society as provided under Section 81 (1) of the DCS Act, 2003.

The members present in the meeting were agreeable for creation of corpus funds for the purpose of welfare, redevelopment and major repairs to be carried out in the society from time to time so as to release certain amount of financial burden from the shoulders of a member/owner at the time of dire need. After a pro-long discussion the General House unanimously passed the following resolutions:-

1. A corpus fund for the purpose of Welfare, re-development and major repairs of the Society shall be created and a separate bank account from which shall not be used by the Committee or its member for incurring expenses which are covered within the preview of monthly maintenance charges.
2. That at the time of outgoing members/owners and incoming members/owners from the rolls of Society at the time sale/purchase of a flat in this Society, shall contribute an amount of Rupees One lakhs each in this corpus fund.
3. It was also resolved that nothing extra shall be called from the existing members/owners who have already contributed under this head.
4. Every new incoming member/owner shall continue to pay an amount of Rs.10,000/- towards transfer administrative charges of the flat.



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All the money collected from the members till day under this head so far shall be transferred in the accounts of corpus fund.

**"The House confirmed and resolved the points under the present Agenda item."**

Since no other point was discussed in the AGBM and the present members applauded the efforts of the present Management Committee in carrying out the long pending repairs/renovation & refurbishing work, the Annual General Body Meeting was concluded with vote of thanks by the Secretary.

