

# Chinar Co-operative Group Housing Society Ltd.

## (MAJESTIC APARTMENTS)

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

Ref: CGHS/AGBM/2023-24

Date 19.10.2023

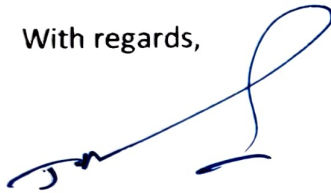
TO

ALL MEMBERS,

Reg: Minutes of Annual General Body Meeting held on 08.10.2023

Please find attached herewith the Minutes of Annual General Body Meeting held on 08.10.2023 for your reference and records.

With regards,



(JATIN MITTAL)  
SECRETARY

Encls: As above

Copy to:-

1. Notice Board of the Society
2. Uploaded on website of the Society,
3. Asstt Registrar (Section II/GH),  
Office of the Registrar Cooperative Societies,  
Old Court Building, Parliament Street,  
New Delhi – 110001

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Ref. No.....Minutes of Annual General Body Meeting held on 08.10.2023 Date .....

The Annual General Body Meeting (AGBM) was commenced by the Secretary, Shri Jatin Mittal at 10 AM but due to lack of quorum completed till 10:30 AM since only 15 members including all the 6 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 38 members participated in the meeting.

At the start of the AGBM, Shri Jatin Mittal, Secretary welcomed all the members in the AGBM and commenced the proceedings of the Annual General Body (AGM) Meeting. Thereafter, the President was requested to initiate the proceedings by his opening address as per Agenda item No.1.

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

The President extended warm welcome to all the members. It was informed that today's convening AGBM is the stipulated one under DCS Act & Rules mainly focusing on discussions & adoption of financial statements for the preceding Financial Year i.e. 2022-23 & Budget for next Financial Year i.e. 2024-2025 and there is sufficient time to discuss or raise queries on both of the above said issues. Thereafter, the President requested to present his report on the last financial year and open discussions on the agenda items.

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 Agenda items.

### **Agenda No. 2 – Presentation of Society Report by the Secretary**

Shri Jatin Mittal, Secretary while reading out his report before the House enumerated following points:



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Ref. No. ~~1~~ Repair of outer façade of building is getting renovated and nearing completion which is likely to be completed by the end of this month. He further thanked all the members and residents of Society for their whole-hearted cooperation. Date .....

2. Plumbing work of all shafts of the Society premises is already completed. Jaali fixing work remain pending which is also likely to be completed by end of this month.
3. Only painting work ie whitewash of the society remains pending.
4. As per resolution adopted in the last AGM/SGBM related to two unallotted flats the MC is pursuing with concerned authorities.
5. Regularisation of water connection of society is also being taken up with the concerned authorities.
6. Allotment of one designated car parking in open area to those who do not have covered car parking.

Subsequently, the Secretary opened discussions as per agenda items and requested the House to remain strict to the agenda items and for any other issues, informed that the same will be taken up under item Any other issues.

The Agenda items are reproduced hereunder:

1. Opening address by the President.
2. Report on Society will be presented by the Secretary.
3. Confirmation & adoption of Audited Financial Accounts for the financial year ended on 31<sup>st</sup> March, 2023.
4. Approval of Maintenance Charges for F.Y.2024-2025.
5. Approval of Budget for F.Y. 2024-2025.
6. Discussion & review of on-going repair and renovation work.
7. Any other point with the permission of the Chair.

Since the first two agenda items are already taken up. The next agenda item no.3 ie confirmation & adoption of Audited Financial Accounts for the financial year ended on 31<sup>st</sup> March, 2023. Before start of the discussions on the same, the President reiterated that convening AGM is mainly focused on confirmation & adoption of financial accounts of the preceding year, maintenance charges & budget for next financial year, so there is sufficient time for fruitful discussions on the same and requested the Secretary to take lead for discussions.

Some queries were raised related to Schedule of Fixed Assets by S/Shri N.K.Bansal, Mudit Seth, Sanjeev Sikri which were discussed and resolved after discussions.





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While going through Income & Expenditure statement, query was sought by one member in regard to salary expenses and watch & ward expenses which was clarified to the satisfaction and further, the details were also provided about the staff engaged on the strength of the society along with their per month salary details. Query raised by another member related to consumable stores, house-keeping and machinery expenses was also clarified to the satisfaction of the entire House.

One more query was also raised by couple of members towards engagement of Horticulturist to curtail expenses under this head which was replied from the MC side appropriately but those members insisted for removal of services of the Horticulturist but the other members were not agreed to this objection rather insisted for continuation of the specialized services in the horticulturist which is helpful in maintaining but in toto the entire House was agreeable for continuation of the said specialized services for horticulture.

Since no other query/point was raised towards the financial statements of the FY ended on 31<sup>st</sup> March, 2023, the House was requested to confirm the financial statements and adopt the resolution towards the same.

**The House unanimously with one voice confirmed the financial statements and the Resolution was adopted thereto.**

### Agenda No. 4 - Approval of Maintenance Charges for F.Y.2024-2025

The MC proposed the same Maintenance Charges which are in vogue for FY 2023-2024 to continue for the next FY 2024-2025 as under:

- |                                       |   |            |
|---------------------------------------|---|------------|
| 1. Category B (3 BHK flats)           | : | Rs.3,000/- |
| 2. Category A (4 BHK flats)           | : | Rs.3,500/- |
| 3. Category A1(3 BHK penthouse flats) | : | Rs.4,000/- |
| 4. Category A2(4 BHK penthouse flats) | : | Rs.5,000/- |

Rebate will also be continued to be extended equivalent to one month maintenance charges if the same are paid annually ie. by 15/04/2024. Further, payment of maintenance charges is the sole responsibility of the Member & MC will not approach tenants towards payment of the same.

Further, if the society account is not credited by the due date simple interest @ 15% p.a. will be levied being Late Payment Charges.

For Non-Members/Tenants, extra charge will be levied as under:

- Rs.1500/- towards Maintenance Charges per quarter
- 2<sup>nd</sup> car @ Rs.1500/- & 3<sup>rd</sup> car @ Rs.3000/- per quarter.

4<sup>th</sup> car will not be allowed inside society premises for any member/resident under any circumstances.



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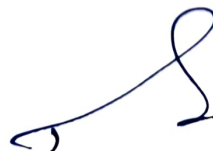
Ref. No. .... Date .....  
The House unanimously with one voice adopted the Resolution towards Maintenance Charges for FY 2024-2025.

### Agenda No. 5 - Approval of the Budget estimate for FY 2024-2025

The copy of the estimated Budget Sheet for the FY 2024-2025 was provided to the members present at the venue which is attached as Annexure-I.

The estimated Budget for 2024-2025 was discussed and during deliberations, Shri N.K.Bansal raised his concern that revenue expenditure & capital expenditure should not be clubbed together in the Budget and the revenue expenditure should not be the part of estimated Budget, which point was taken into consideration and the House was assured that in future due attention will be given after consulting the Chartered Accountant as per the concern raised.

Further, healthy discussions took place on head-wise items and mainly concern was raised by Shri N.K.Bansal and focused on Repair & Maintenance Budget of Rs. 12,69,083/- with 10% increase on last year's estimated budget since the current year's expenditure figure was available for half of the year. But since repair & renovation work presently going on which is likely to be completed by the end of October, 2023 and only painting work will remain pending for which the issue will be raised before the House in the following agenda separately, the general repair & maintenance of society covers the estimated budget. Since Shri Bansal do not find it to his satisfaction, he again raised his concern that looking to his working experience in the Corporate Sector where budget is drawn in commensurate with income and expenditure to which MC tried to place their submission that Cooperative Group Housing Societies cannot focus on profit earning whereas in Corporate Sector main focus lies to earn higher profits but if the House do not find it suitable, the MC proposed to curtail the Budget under the head Repair & Maintenance. But Shri Bansal again raised his concern over the Budget and proposed not to approve the Budget and keep it pending for rectification to which Dr.Tarun Das raised his point on the concern of Shri Bansal that what purpose will be served to keep it pending since the MC proposes to curtail or even zero down this particular head. Even after further discussion, Shri Bansal remain strict to his point, the entire House gave its consent to adopt the Budget for the ensuing FY 2024-2025 since there is almost six months time remain in the current fiscal but the point of concern raised by Shri Bansal shall also be kept in consideration. Since no other query was raised on Budget the entire House gave its consent to adopt the Budget.



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Ref. No. ~~The House~~ unanimously with one voice adopted the Resolution for approving the Budget for FY 2024-2025. Date .....

### Agenda No. 6 – Discussion & review of on-going repair and renovation work

While coming for discussions on this agenda item, the members sought details about collection of amount of Rs.50,000/- vide demand raised as per resolution adopted in the SGBM held on 23.07.2023 and the amount spent towards renovation work.

The House was also informed that before adopting resolution for raising demand the following expenses were taken into consideration:

1. Expenses towards repairs & renovation  
(including payment of bill of contractors' on hold  
and work to be carried out) - Rs. 34,50,000/-
2. Expenses towards changing of drives of all 8 lifts - Rs. 15,00,000/-

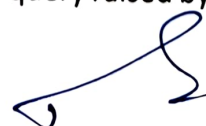
Accordingly, against the tentative expenditure of Rs.49,50,000/- the resolution was adopted in the SGBM held on 23.07.2023 to the tune of Rs.50,000/- per member/resident.

The House was apprised that out of 106 members/residents (2 flats are unallotted) 101 members paid the raised demand totalling to Rs.50,50,000/-.

The details of expenditure towards repair & renovation (including cost of drives which were further negotiated with the vendor) were placed before the House as under:-

1. Expenses towards repairs & renovation  
(including payment of bill of contractors' on hold  
and work carried out) - Rs. 30,77,556/-
2. Expenses towards changing of drives of all 8 lifts - Rs. 13,45,026/-
3. Expected bills of contractors for remaining work - Rs. 8,00,000/-
- Total - Rs. 52,22,582/-

In this regard, it was reiterated before the House that all the major repairs & renovation work will be completed by the end of October, 2023. Thereafter, painting work will remain pending for which the House has to take decision. On query raised by Shri S.C.Jain





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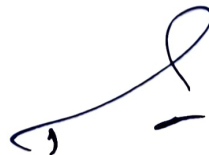
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about the major difference in the quotation of painting which were placed by the SGBM. on 23.07.2023, it was informed to the House that discussions were held with the vendors on this score. The higher quote from AVM Infratech Pvt Ltd. was on account of paint quality used is of higher quality which is used in individual flats and the quote from the companies do not contain the common area of all floor and enamel painting work. Hence fresh quotations were called from the two contractors presently working in the society as also from Asian, Nerolac, Berger and Dulux Paints. During personal deliberations with AVM Infratech Pvt. Ltd. that the prices can be slashed if the society do not agreeable to do the exterior paint with higher quality and matching to the companies project cost they submitted two quotes for using Asian Paints & Nerolac Paints which cost about Rs.59.50 lacs & Rs.53.50 lacs respectively with 8 year warranty exterior and interior common area including enamel painting of all iron grills in the common areas. The quotes submitted by all the four companies named above varies between Rs.55 to 60 lacs including exterior, interior and enamel painting. On scrutiny it is also observed that there is variation in measurement of area mentioned by all the vendors but it works with exact measurement and the estimated cost of painting work will works between Rs.55-60 lacs for which MC proposes to raise the demand of Rs.60,000/- from each member/resident and in two trenches.

Based on the above, discussions took place on various aspects but finally the House was of the firm view as under:-

- i) that the estimated cost of painting work would be taken as Rs.55-60 lacs.
- ii) that the MC is authorized to take final decision on this project covering all the points viz. how much further negotiations can be made with the vendor selected for the project without compromising with the quality of work, any further cost cutting decision related to scaffolding, jhoolas for painting, etc. in the best interests of the Society, as to when the project is to be initiated since winters are ahead.
- iii) that to meet the cost of the painting work, as per the proposal of the MC proposed a demand of Rs.60,000/- is to be raised from the members/residents and after due deliberations on this score, it was decided to the collect the demand in two trenches @ Rs.30,000/- each with due dates 31<sup>st</sup> January, 2023 & 31<sup>st</sup> May, 2023.



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Re/ No. \_\_\_\_\_ Date \_\_\_\_\_  
The House unanimously with one voice adopted the Resolution towards repair and renovation work and approved the expenses already incurred against the demand raised in the month of August 2023 and future work of painting work.

Before proceeding further, the Secretary informed the House that the minutes of the last AGM held on 04<sup>th</sup> September, 2023 have to be confirmed since the same has not been included in the Agenda itself inadvertently and enquired if any discussions or any further information/clarification is required to be discussed. Since all the related points have already been covered/discussed in the preceding Agenda items, the House was of the view no further discussions are required on this score and the House unanimously with one voice adopted the Resolution towards confirmation of minutes of last AGM meeting held on 04.09.2022.

### Agenda No. 7 – Any other issue with permission of the Chair

Under the Agenda item, the Secretary on behalf of the MC apprised the House that to create discipline in the Society during its tenure the following restrictions were made:

1. Following one way vehicular movement.
2. Made boundaries for proper vehicle parking and
3. No parking in red marked slots ie non parking area.
4. No parking in children playing area ie Badminton Court.
5. Allotment of designated one parking slot in open parking area to those who do not have covered parking slot.
6. Guests car parking system.

To ensure the observance of the above arrangements in the Society, some fines were also imposed.

Since the level of compliance of residents is high, the MC proposes to withdraw imposition of all financial penalties and requests the residents to continue to abide by guidelines as these will help in maintaining decorum and harmony in the society premises.

Further, the MC, whole heartedly, also tried to issue guidelines for pet owners for the interests of the residents of the Society. However, some pet owners have resorted to





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Ref. No.....

Date .....

scrupulous practices by filing false complaints with government authorities which has impacted the personal well-being of MC members and caused mental trauma. Accordingly, MC has decided not to deploy any guidelines for pet owners. Hence it is requested to all residents to deal with issues related to pet owners at personal level without indulging any of the members of MC.

- (a) Hefty discussions took place in regard to withdrawing of penalties already imposed to which members in large numbers were in disagreement for such withdrawals since it is observed that there a very few residents who are not complying with the restrictions imposed, hence it is utmost necessary to continue with fines/charges imposed.

But again, the MC insisted that flat fine of Rs.500/- will be imposed only on violation of one way vehicular movement. Rest other fines, in regard to parking in no parking area, improper parking within boundaries drawn, parking by others in designated slots, parking in children playing area, are withdrawn. MC will not intervene on the withdrawn parking issues and request residents to follow the previous guidelines framed on this score. Such issues may please be handled from resident to resident without involving MC into it.

- (b) Guests'/outsiders car parking charges:

The House was of the firm view that the Guests'/outsiders' car parking inside society premises shall continue since the same may be treated as premium parking. The MC proposed the charges as previously circulated vide notice dated 6.7.2023 as under:

- (i) That guests' vehicle parking for the day & one night stay only is allowed inside the society premises.
- (ii) Beyond that upto the period of 7 days parking charges will be Rs.100/- per day will be charged from day one.
- (iii) Beyond that upto the period of 15 days parking charges will be Rs.150/- per day will be charged from day one.
- (iv) Beyond that parking charges will be Rs.200/- per day will be charged from day one.



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Ref. No. ....

Date .....

A written request from concerned flat owner/resident is to be submitted to the Society Office for permission well in advance.

In case of non-payment, the charges will be debited to concerned flat's account & interest for late payment will also be charged if not immediately paid.

Please also note that inside vehicles will not be allowed if the vehicle does not carry sticker & RFID tag of society w.e.f. 08/07/2023. Guards are instructed accordingly and no arguments on this score is warranted since the same is for all residents' security.

During discussions, the members suggested that sometime family members are visiting, hence their vehicle parking may be **allowed for at least two nights without any charges.**

(c) Lift charges on shifting and/or renovation:

- (i) 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).
- (ii) Renovation work undertaken by the new entrant(s) & the residents shall be charged Rs.5,000/- towards usage of Lift for renovation work which will be valid for upto first three months and every subsequent month @ Rs.1500/- per month till completion of the work.
- (iii) Based on feedback of members that painting work or any other may not last longer and will be 4-5 days work, it was decided amongst members that upto 4 days work no charges will be levied but if may exceed beyond 4 days then fixed Rs.1500/- has to be charged without any fraction of days.
- (iv) Common areas on all floors of all towers will not be used for any renovation work. Violators will be charged @ Rs.3000/- for first violation & every subsequent violation @ Rs.5000/-. Further, if any damage will be done during renovation and shifting of household items, the charges will be levied after assessing the value of damage caused to society property.
- (v) Lift charges for shifting of household items will be charged @ Rs.5000/- for both ways ie entry and exit from society from tenants as well as members shifting from society.
- (vi) Any violation on this score, misuse of common area(s) & removal of malba at first instance will be penalized with Rs.3000/- & subsequent every violation Rs.5000/-.
- (vii) In case of any non-compliance by anyone, the labourer/contractor engaged will not be allowed to enter the society premises.



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Ref. No. (d) Registration of property dealers:

Date .....

One point was also raised in regard to registration of property dealers, it was placed before the House that for registration there is one time charge of Rs.5,000/- along with KYC who will be allowed to enter premises for sale/purchase/tenancy on account of security reasons. Further, they will be allowed only to visit society premises on Saturdays/Sundays/Gazetted Holidays only between 10 AM to 6 PM.

(e) Zero Pending Dues

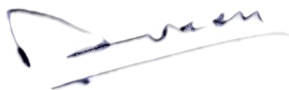
It was proposed by the Management Committee that if any amount/demand is pending, whatsoever payment will be made by the member/owner/resident, the outstanding demand will be adjusted first and remaining amount will be kept pending towards maintenance charges. As a result on account of pending maintenance charges, maintenance related services shall be withdrawn viz. withdrawal of power back-up, no collection of garbage and cleanliness of that particular flat.

Further, in case of outstanding demand Rebate of one month's maintenance charges will not be extended if any annual payment is made towards maintenance charges.

(f) At the start of the meeting, one point was raised regarding attending Annual/Special General Body Meeting by any of the family members on some frivolous grounds to which it was made clear to the House that under provisions of DCS Act & Rules, no other member except who is enrolled member in society's records can participate in the proceedings of such meetings. However, being respectful to the family members, if anyone is present in the meeting he will be allowed to sit in the meeting with restrictions not to participate/interfere in the proceedings of the meeting.

**Hence, all the above points covered under Agenda item No. 7 were adopted & resolved unanimously with one voice.**

Subsequently, no points were left for discussions, the Secretary, Shri Jatin Mittal extended vote of thanks to the House with request to abide by the Resolutions adopted in today's Annual General Body Meeting and the said meeting was concluded.





**CHINAR COOPERATIVE GROUP HOUSING SOCIETY LTD.**  
**Plot No.-03, Sector-18, Dwarka, New Delhi-110078**

**PROPOSED BUDGET FOR THE YEAR-2024-2025**

HEADS	BUDGET FOR 2022-2023	EXPENDITURE FOR 2022-2023	BUDGET FOR 2023-2024	% FOR INCREASE ON 2023-2024 EXPENDITURE	INCREASED AMOUNT	BUDGET FOR 2024-2025
Audit Fees	7,898	18,172	9,676	5%	483.79	10,160
Consumable Stores	44,000	47,208	48,400	10%	4,840.00	53,240
Salary Expenses	1,189,139	848,020	1,208,834	5%	60,441.70	1,269,276
Festival Expenses	59,787	119,158	102,106	15%	15,315.93	117,422
Postage & Courier Exp.	1,386	8,001	2,312	10%	231.22	2,543
Legal & Professional Charges	44,559	274,800	249,603	12%	29,952.38	279,556
Printing & Stationary	9,348	21,693	14,614	10%	1,461.35	16,075
Office Expenses	24,806	13,744	7,010	10%	701.03	7,711
Horticulture Expenses	12,151	284,530	600,000		-	200,000
Housekeeping Expenses			22,794	20%	4,558.80	27,353
Electricity Charges	1,325,808	934,457	748,705	10%	74,870.47	823,575
Co-operative Education Fund	108	108	108		-	108
Watch & Ward Expn.	554,098	1,046,123	1,038,673	10%	103,867.28	1,142,540
AGM Meeting Expenses	50,000	66,538	51,686	10%	5,168.57	56,854
Conveyance Expenses	27,486	45,524	47,883	10%	4,788.30	52,671
Gardening Expenses	10,160		9,691	10%	969.10	10,660
Rain Water Harvesting Repair			25,000		-	25,000
Pest Control Expenses	6,490	17,500	55,000		-	25,000
Staff Welfare		48,452	37,500	10%	3,750.01	41,250
Website Expenses		9,700	11,332	10%	1,133.15	2,000
Carona Expenses		750			-	-
Telephone Expenses	11,259					
Mics. Expenses	355	189				
Water Charges	3,000					
Annual Subscription charges		4,000				4,000
<b>AMC Charges</b>						
AMC Lift	495,600	535,991	535,991	6%	32,159.46	568,150
AMC Intercom / CCTV		23,600	25,960	10%	2,596.00	45,000
AMC Automated Gate		53,576	53,576	10%	5,357.60	58,934
AMC CCTV		14,160				
Building Insurance	200,000	148,680	150,000			150,000
Fire Fighting	250,000	25,000				25,000
<b>Repair &amp; Maintenance</b>						
Repair & Maintenance	35,517		1,153,712	10%	115,371.19	1,269,083
CCTV	28,910				-	-
Lifts						
Computer		1,200	92,235	10%	9,223.50	101,459
Mechanical			6,780	10%	678.04	7,458
Airconditioner			31,420	10%	3,142.04	34,562
Electrical			5,000		-	5,000
			85,152	10%	8,515.21	93,667
<b>TOTAL</b>	<b>4,391,865</b>	<b>4,636,283</b>	<b>6,430,753</b>		<b>489,576</b>	<b>6,525,308</b>