

ROYAL CO-OP. GROUP HOUSING SOCIETY

Plot No. 53, Sector 9, Rohini, Delhi-110085

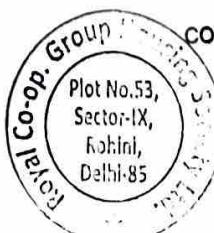
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MINUTES OF THE ANNUAL GENERAL BODY MEETING 'ROYAL CO-OP. GHS LTD.' 28/09/2025

The Annual General Body meeting of the Royal Co-op. Group Housing Society Ltd. was scheduled, as per agenda notice dated 06/09/2025 to be held at **10 A.M. on 28th day of September 2025 (Sunday); at Mayur Apartments, Plot No. 53, Sector 9, Rohini, Delhi-110085** for deliberations and decision on following agenda items:

1. Consideration and approval of the audit report, along with audited accounts for the year 2024 – 25; and
2. Secretary's report for last year and for approval of activities to be undertaken by the society for the ensuing year, as prepared by the managing committee.
3. To discuss and decide on repair to overhead water tanks slab at C block; and approval of estimated expenses to be incurred for such repairs and approval for repair of internal roads.
4. To discuss and decide on outstanding repairs to backyards, shaft area and retrofitting of A and B Blocks and for approval of estimated expenses to be incurred and demand to be raised for such repairs, as per decision of AGM; and
5. To seek approval of the members for consideration, planning and execution of works for providing new main water line from overhead water tanks; and
6. Removal of encroachment on common areas and Roof terrace areas and removal of extra water tanks and electric water motors installed in water lines; and
7. To discuss and decide on parking policy for parking vehicles within the precincts of society.
8. Any other matter with the permission of the chair.

As per the agenda notice dt. 6/9/2025, the meeting was to start at 10 a.m. and the quorum will be observed till 10.30 a.m.



The required quorum i.e. 1/3rd of the total members subsisting on the date of notice of the meeting is 64/ 192. At 10 a.m. only 42 members were present, and quorum was observed till 10.30 a.m. Only 58 members were present. The A.G.M. was adjourned for 15 minutes and was recommenced at 10.45 am. In all 79 members attended the general body meeting. The meeting was video-graphed, as per directions of RCS.

The general Body meeting of the society begin at 10.45 am. The President welcomed the members who had taken time off from their busy schedule to discuss and decide on various items of the agenda.

The meeting was presided by Sh. R P Gupta, President of the society and Sh. N S Rawat Vice President along-with majority of members of the managing committee attended the General body meeting.

Agenda No. 1

Consideration and approval of the audit report along-with audited accounts for the year 2024-25.

The accounts for the year 202-2025 were got audited by Rajesh Suresh Jain and Associates, C/6311, 1st floor Padam Singh Road, Dev Nagar, Karol Bagh, Delhi-110005; who were appointed as auditors by RCS vide communication dated 9/6/2025. The audit report was filed with RCS Delhi on 31/7/2025 and was also approved by the managing committee of the society on 10/08/2025 to be presented at AGM for approval on 28/9/2025.

The copy of the audit report along with balance sheet & income and expenditure account for the year 2024-25 was given / circulated along-with agenda notice dt. 6/9/2025 to the members of the society. The members were notified as per agenda notice dated 6/9/2025 that queries related to the accounts, if any, should reach the society office / Treasurer of society latest by 18/9/2025 by 5 PM. One query was received from Sh. Himanshu Gupta (membership no. 569) on 16/9/2025.

The Treasurer Sh. Ram Kishore Gupta read out the contents of the report of audit & income and expenditure

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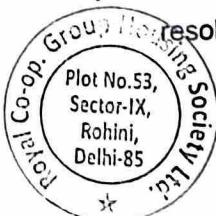
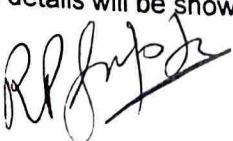
account for the year ending on 31/3/2025 (2024-25). The query raised vide letter dated 16/9/2025 was duly replied. The house was informed that the first query was regarding the provision of 'Road Repair' to which it was replied that provision for 'Road Repair' for 2022-23 was Rs. 2,00,000/- and in the year 2023-24 Rs. 2,46,060/- were utilized for 'Road Repair' and a provision of Rs.5,50,000/- was also made for 'Road Repair' during 2024-25. No expenses were incurred on 'Road Repair' so the provisions for 'Road Repair' for the year 2023-24 was reverted back and a new provision was made during 2024-25 for Rs.5,50,000/- as repair was not done because water lines were to be laid down before such repair could be carried out.

The second query was regarding staff contingency payable amount of Rs. 60, 780/- which amount was payable to LR's of Lalu Guard who expired. No LR's of Lalu guard has turned up to receive the amount and such amount is shown lying with the society, as per record explained by the Treasurer.

The third query was related to building repair that amount of Rs. 29,56,000/- remained same as last year, to which remained same as last year to which the Treasurer replied that the provision of Rs.19,50,000/- was made during the year 2022-23 and Rs. 10 Lac was made during the year 2023-34. The building repair was started on 31/1/2024 and till today the repair is going on and only after repair is complete the amount can be adjusted.

The fourth query was related to the meaning of 'Project cost'. It was informed that it was initial cost of building the society.

The fifth query was regarding the expenses incurred on guest house by the society. The Treasurer explained that the guest house is maintained by the society and it was painted, whitewashed and new sheds, repair, woodwork and maintenance of A/C etc. was required as long overdue and a sum of Rs. 1,22,851/- was incurred and if anyone wants to see vouchers he can come to the society office and details will be shown to the member.



Next query was regarding Mumti repair and maintenance payable. Treasurer replied during the year 2022-23 a provision for Rs.3,64,000/- and further during 2023-24 provision of Rs.18 Lacs was made. During 2024-25 Rs.1,70,283/- was incurred as expenses on Mumti Repair. During the period we have reduced Rs.50,000/- provision against Mumti Repair so the net provision remained Rs. 21,14,000/-. Mumti Repair is still going on and will be adjusted accordingly. Majority of the expenses on Mumti Repair is being recovered from the members whose area / block is being repaired.

The next query was regarding payment of professional expenses. The Treasurer informed that the professional charges were paid for filing TDS return.

The next query was regarding office expenses. The Treasurer replied that the expenses for office included Rs.500/- incurred for Newspaper and Rs. 1692/- were postage expenses.

The last Query was regarding 'Structure charges' payable of Rs.3,64,140/-. The Treasurer replied that the same was payable to Sh. H S Verma & Associates, who were consultant on retrofitting work and was not paid due to want of various requisite documents / reports etc.

No other query was raised from amongst the members present. The President sought approval of accounts / audited accounts of the society for the year 2024-25. The House by show of hands approved the resolution approving the audit report and audited accounts for the year 2024-25. The poll was demanded by 2 persons out of total out of total members attending i.e. 79 persons. As it was below the threshold 1/3rd members present, no poll was held. The President presiding over the meeting declared that the resolution was carried by majority of members present. The resolution was approved by General House by overwhelming majority as show of hands showed only 2 members including Himanshu Gupta were against the & rest of the House was in favour of the resolution.



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The elder statesman of the society, Prof (Retired) Sh. V. P. Gautam was felicitated by the Hon. President Sh. R P Gupta; by presenting him with a shawl for his various initiatives, guidance, assistance and support. Shri J. N. Kaushik and Shri D. A. K. Gupta, both Ex-Secretaries were also felicitated with flowers by Sh. Dinesh Kaushal; Hon. Jt. Secy.; recollecting their contributions to society, during their respective tenures. Shri M. M. Goswami, a senior member who joined the General Body Meeting despite his health concerns, was also honoured by Sh. N S Rawat Hon. Vice President; for his dedicated rich services to the Society for number of years, while holding various important positions in the managing committee of the Society.

Agenda 2:

The Hon. Secretary of the Society Sh. Sanjay Relan presented report on activities of the society for the last year and briefed the House achievements / developments at the Society since the last General Body Meeting:

➤ **Pump House renovated.** The poor condition prevailing earlier at the Pump House, were brought to the notice of the members as to how the pump house was always inundated and place reeked of seepage that even endangered the lives of our employees operating the pump house, due to live electricity wires were looming and scattering all over. Now the pump house has been repaired and new electricity panel of latest model with new Water Pumps and Motors, with adequate spares duly provided for; to ensure that there is no disruption in the water supply. Additional Pump and Motor have been put on as stand-by. Pump House has been given a face lift and Electricity Panel and store has been shifted to first floor, above pumphouse, for ease of work.

➤ **Upgraded arrangement at Mandir**
The Secretary informed the members that Sh. N S Rawat Hon. Vice President spearheaded the project to provide a Sun shade which has been installed for

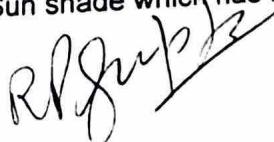
protecting the devotees from natural element of heat; dust, rain and Sun; at the site of the Mandir, for facilitating the devotees and preparation / distribution of prasad etc.; and thanked Sh. N S Rawat for his dedicated effort.

➤ **C Block Retrofitting**

The Secretary informed the members that C Block Retrofitting has figured as top priority for the management. Stability and strength to the structure has been a focal point of all works undertaken. The Columns and Beams of the overhead water tanks; have been reinforced. Hon. Secy. informed that retrofitting work likely to completed at the earliest. The House was informed that retrofitting work was being undertaken under direct supervision of the C Block Retrofitting Committee and that Committee led by Sh. Puneesh Jain & co-ordinated by Sh. Dinesh Kaushal Hon. Jt. Secy. has worked tirelessly with eye on even minute details devoting much of their spare time and energy without compromising on any of the aspect so much so that pace of project was dictated subject to committees satisfaction and that of Prateek our Supervising Engg. The house expressed satisfaction but called on to get the work completed as it has taken so long and even parking space has been disturbed. The secretary assured expedited action & completion of C Block retrofitting project.

➤ **Contribution from young members / residents**

The Secretary appreciated the efforts of Dhruv Jain & Shakti and their young team for encouraging sports activities in the society and assured them of active support from managing committee and the members present applauded the efforts of the young residents of the society in this regard. The Secretary urged the young team to take more initiative as they would be leaders and decision makers of tomorrow, a role they would command by contributing their innovation, energy and commitment to society's progress and





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sustainable development. The Secretary proudly informed the gathering that one of young resident Vipin Mathur has acted as epitome of co-operative spirit and deserved our deep appreciation for his timely help rendered to one senior member who was facing a medical emergency in public place. The House applauded the efforts by Vipin Mathur.

Installation of PNG Gen Set:

The Hon. Secretary informed that the earlier installed diesel Gen set was outdated and was required to be replaced as per latest pollution norms and to avoid penalties under GRAP restrictions imposed in Govt. of NCT of Delhi and NGT. There was a long-standing demand from residents of C Block to replace the Gen set as earlier installed Diesel Gen Set caused much noise and vibration. Keeping up with latest pollution norms; the earlier installed outdated Diesel Generator Set was replaced with an environment friendly cleaner / green fuel / PNG gen set with dedicated pressurised Gas pipeline; with modern simulation technology.

The Secretary also, at this juncture, recognised the voluntarily and dedicated honorary services provided by members, who despite not being a part of managing committee, stood with degree of interest and enthusiasm in discharging their duties pro bono towards the society.

- **Shri Surender Bansal:** Sh. Surender Bansal efficiently handled day to day administrative and account related work of the society at Society office.
- **Shri Anil Gulati:** Shri Anil Gulati at the time of dire need helped at society office maintaining accounts of the society in a diligent and effective manner.
- **Shri Roshan Madame:** Shri Roshan Madame has been immensely helpful throughout whenever any work related to IGL was required.
- **Shri Puneesh Jain:** Shri Puneesh Jain has dedicated his spare time and energy supervising the

C Block retrofitting work, despite his pressing engagements. Sh. Puneesh Jain has single handedly supervised and followed up on retrofitting work, with his all-round abilities.

- **Shri Dev Shankar Gupta:** Sh. Dev Shanker Gupta remarkably shoulders every responsibility for the society be it relates to Pump House, installation, repairs of motors, Electric Panel, installation of New Gen Set, Repair of Fire- fighting equipment's. Society has availed of his skills and dedications at numerous endeavours.

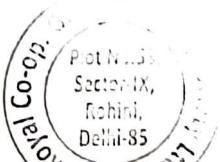
The House whole heartedly appreciated the efforts of all the above said members and applauded their efforts by giving standing ovation and mementos were presented acknowledging their services to society and as a token of love and affection. Sh. K G Malhotra accepted the memento on behalf of Shri Puneesh Jain who could not attend the meeting. Sh. Anil Gulati; was also absent being abroad.

Fire Fighting equipment upgrade

The House was also informed by the Hon. Secretary that it was noted with regret that two of the residents made complaint with DGFS (Fire) for compliance of installation of fire-fighting equipment and want of Fire N.O.C.; despite the fact that the society was aware and the working on upgrading firefighting equipment was on cards. This was on Agenda with the managing committee but sudden complaint made society thrive for prompt action; for which an amount of nearly Rs. 2 Lac. (approx.) had to be immediately incurred. The Hon. Secretary urged that members should approach MC before filing complaints.

- **Relief to members / residents on Insurance Charges:**

The society is getting insurance done on reinstatement basis every year. The Secretary briefed the House that with efforts of Sh. Dinesh Kaushal; Hon. Jt. Secy. , after due negotiation,



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Insurance premium charges have not only been got reduced but also Sum Insured has also been enhanced within the same premium. Policy has been issued covering all perils with Reinstatement Clause. The Water Bill, which have been reduced to minimal has enabled the Society earlier to reduce monthly maintenance by transferring the benefit directly to the members now with effective financial management the society is showing positive figures. Since the society can afford it it was proposed that annual premium be paid out the funds available with the society instead of raising separate demand. The Hony. Secretary proposed before house that insurance premium be paid by society funds instead of raising separate demand and such proposal was duly approved unanimously by the house by show of hands.

Guard Room

➤ The Secretary informed that guard room at Gate No. 2 has been constructed afresh, with no cost to the society and the Secretary extended his gratitude and thanked Hon'ble Speaker Govt. of NCT of Delhi Shri Vijender Gupta who is also the local MLA for the gesture.

CCTV Camera upgrade

More CCTV cameras have been got installed to cope up with need for enhanced security and to avoid any untoward incident. The Secretary also recalled that earlier also some of the members in an unacceptable manner took copies of CCTV coverage without due permission under garb of damage to their car and such copying of CCTV without due permission is illegal and in violation of right to privacy

➤ Lighting of area near Boundary and in common area

The Secretary informed that efforts are made on regular basis to light up the common area and around

periphery of Boundary wall for better security environment at the society.

Enrolment of New members

➤ The Secretary infirmed that earnest efforts have been made to enrol new members now the membership to the society has been steadily increasing at present there are 192 members on roll and no application for grant of membership is pending with the managing committee.

➤ The proposal for coming year

The Secretary informed the house that as per vision of the managing committee for the coming year the proposals on which the managing committee shall be working shall be as follows:

- ❖ Reinforcement / Retrofitting work in A & B block; and
- ❖ Deepawali Fete will be organized as such events which fosters harmony among the residents.
- ❖ Broken Shaft doors will be got repaired / replace secured with locks; and
- ❖ A new entry gate shall be got installed at earliest replacing the old gate.
- ❖ Parking of vehicles will be duly regulated once repair work is complete and with dedicated parking spot for physically challenged;
- ❖ Underground water lines to be replaced after receiving expert advice.

AGENDA 3:

The Hony. Secretary informed the house that the overhead water tanks at C block, from where entire society is served, have been reinforced by retrofitting the columns and beams but the floor / bottom of water tanks needs to be repaired. For effecting such repairs there might be some disruption in water supply during repairs but we will endeavour to augment & try to minimise the inconvenience to the residents to bare minimum. Shri Vijay Kaushal wanted that roof / covering of overhead water tank be made from RCC instead of PVC sheet so that hygiene is maintained slab roof be installed at



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Overhead water tanks so that hygiene can be maintained and no insects or foreign body enters the tank. Secretary assured that repair work shall be carried out keeping in mind such valuable suggestions. The Secretary urged that unauthorised tapping on main water line & wastage of water be also curbed.

AGENDA 4:

Shri Dinesh Kaushal apprised the House that backyards of each of the A & B are in a dilapidated condition. Steel in the columns and beams is worn out and rusted thereby endangering the structural integrity of the building. Columns leading / supporting to munties require immediate repairs. On a specific query as to why such repairs could not be entrusted to present Contractors working on C Block. Mr. Kaushal informed that the contractors have lost interest in further work on the other blocks as he is working on rates quantified in year 2021-22 and if whole work is assigned by tender process, it would entail delays. The tender process was adopted twice for C block, but response was lukewarm. A minimum period of 6 months shall be wasted in starting work if tender process is adopted and costs will also increase. There is pressing need for the repairs in courtyard/backyard area. Some of the backyards, which were in critical condition, were got repaired through local contractor adopting same method as the A grade contractors, on labour rate basis with contribution to fund by flat owners concerned where repairs were carried out. So, whenever the situation demands immediate repairs a petty contractor be engaged and repairs be done immediately on receiving contribution from members concerned. Sh. Vijay Kaushal suggested that such repairs should be carried out under supervision of a qualified Civil Engineer. The resolution as carried and approved by the house by show of hands with only two members Mr. Himanshu Gupta and Sh. D A K Gupta dissenting, out of 79 members present at the meeting.

AGENDA 5:

The Hon. Secretary informed that underground water pipelines have deteriorated with passage of time and during scorching heat and / or cold weather, there have been incidents of pipe burst affecting water supply. The water pipes needed to be changed in affected area, entailing costs, from time to time. when supply was severally affected due to pipe bursts. The main line from DJB supply point to underground water tank has also been got changed, as there were complaints of contamination of water. The replacement of water lines in various blocks requires around Rs.5 Lac per block, which is quite on higher side is estimated at Rs. 5 Lac per block, which is on quite a higher side so, as per opinion expressed by the house it was decided to seek second opinion and explore less expensive solution and the decision shall be taken afresh.

AGENDA 6 :

The Hon. Secretary emphasized that there has been rampant encroachment in the common area, which include staircase, roof, pathways etc. Any encroachment / unauthorized occupation is to be taken seriously. The illegal acts infringes on the rights of other residents and violates the law, as flat owners were only allowed permissible user of roof only and no construction, permanent or temporary, was permitted but many top floor owners have put up structures on the roof and ground floor owners have encroached courtyard area, whereas, such areas are common. The common area has been defined in the DCS Rules 2007 and as per Rule 89 (7) (b) the 'common area' includes 'roof'. As such the top floor owner cannot put such area to his exclusive use or raise unauthorised construction or structure on roof. The Secretary also invited members present to show any document which gives right to the top floor owner to raise construction at roof or by which it can be demonstrated that the roof is exclusively owned by the top floor owner like sale deed / conveyance deed etc. The power to



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remove encroachment / unauthorised construction is with civic authorities and the Secretary informed that society shall be taking up the matter of unauthorised construction with civic authorities / MCD for removal of unauthorised structures and constructions on roof and courtyard area. Similarly for residents, who have installed electric motors on water lines, were also warned and were called on to remove such electric motors from water pipelines.

The Secretary also proposed removal of additional water tanks. The Secretary proposed that he would ensure adequate water supply even for C Block, A Block and top floor of B Block; but extra water tanks need to be removed, as due to extra water tanks structural integrity of the building is also compromised. Many extra water tanks overflow thereby giving rise to seepage in shaft area also. Shri Himanshu Gupta raised certain objections that as per prospectus of the society certain areas were promised to the top floor owners. Such prospectus does not entitle the top floor owner to encroach on common areas his Conveyance deed will supersede and argued that ground floor flat owners encroached upon the ground area and in such title deed roof rights have not been granted to top floor owner. Himanshu Gupta also took up matter related to encroachment of passage and entry to staircase. Mrs. Rashmi Sharma stated that such members have different definition of 'co-operative spirit' because if there is question of invoking cooperative spirit for passage it can also be invoked for user of Roof. The residents must live in harmony. Whereas Himanshu himself has encroached on passage by installing a meter and charges his scooter in passage and has damaged a shed on ground floor by putting through a wire and didn't even come forward to get the damage repaired. Himanshu Gupta also objected to putting up a banner by management on entry gate wherein society has wrongly stated in the banner displaying that 'roof area' is 'common area' and value of flat has been diminished and needs to be compensated. The secretary asserted that 'roof' is 'common area' and such matter is

subjudice and will be decided in due course and till then society management shall treat the 'roof as 'common area' Himanshu Gupta continued to disrupt and even used derogatory language against the President to which the members of the house immediately and told him to refrain from using such language. Mrs. Renu Sabnani & Smt. Sumitra Bansal expressed their views that since the terraces are maintained by them since long only they should be permitted to allow access or society should maintain the roof and get those areas cleaned and repaired. The Secretary informed that 'roof area' shall be maintained by society and all unauthorised structures and constructions needs to be removed but entry of other residents should not be denied. D Monika Ram spoke at length on this topic and stated that she has objection even on storing goods at the roof and no structure temporary or permanent be allowed on roof. Such encroachment are also against safety norms or directives of NDMA & Fire Deptt. Roofs are means of exit points for the during disasters and should be free from any impediment and should not be locked. She also urged that all flowerpots in passage and staircase should be removed. She also urged that additional water tanks / electric motors must be removed immediately before any eventuality occurred.

The House appreciated and resolved that unauthorised encroachment should be reported to concerned authorities and extra water tanks need to be removed and electric motors in water lines be also got removed. and unauthorised waterline and water motors should be removed.

AGENDA 7

The Agenda 7 was deferred to for next GBM.

AGENDA 8

The following matters were raised with the permission of the chair and the replies received from the Chair and are stated as under:-



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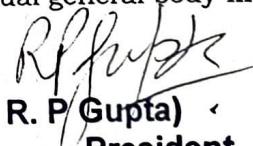
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Queries	Answers
Shri J. N. Kaushik: Tiles Broken of his flat during retrofitting work.	If tiles / damage due to ongoing repair for reason solely attributed to repair / retrofitting then society will bear the expenses & not otherwise.
Shri Anil Sharma B-4/110: 3 rd Gate should be opened for whole day like Gate No. 1 8 AM to 11 PM	The matter will be duly considered by MC after reviewing availability of Security Guards.
Shri Ashutosh Goyal B-2/203 Leakage from Mumti at B-2 despite repairs.	Plumber shall be assigned to look at this and effect necessary repairs.
Dr. Alok Gupta, B-1/7: Dedicated slot be assigned for parking	Parking will be regulated once repair work is complete.
Mayuk Sen: C Block Staircase needs urgent repair & seepage complaint	The issue will be attended to at the earliest.
Shri Ashutosh Goyal B-2/203 Leakage from Mumti ever after repairs	Plumber would attend the same
Mrs. Sushma Vats At least One main entry gate should be renovated	The design and other modalities are in place and decision will be taken by the Committee of Mrs. Rashmi Sharma, Mrs. Laxmi Sharma and D. Monika Ram and advised to MC for approval and execution.
Shri K. G. Malhotra: MC and Repair Committee deserve appreciation for their work during the last year.	The President extended thanks to all Residents.

The President thanked the members and concluded the annual general body meeting of the society.


(Sahijay Relan)
Secretary




(R. P. Gupta)
President