

Minutes of Meeting- MoM No. 02

Date- 6th August, 2022

Venue: Club Urbana B1, Conference Hall

S. No	Details	Action By
1.	<p><u>Opening of the meeting:</u></p> <p>KKN opened the meeting with his inaugural remarks appreciating the commendable job done by YPM to make the Vaccination camp a great success. KKN also acknowledged the efforts put forward by RS for providing all support for smooth functioning of the camp.</p> <p>KKN announced that Lions Club of Urbana have donated four (4) oxygen cylinders which will be kept at Medical room for usage of the residents in emergency and extended special thanks to SC for taking this initiative. In this context, NK offered two oxygen concentrators from Rotary Club which may be kept at medical room.</p>	
2.	<p><u>Confirmation of Minutes of last MC Meeting (MoM):</u></p> <p>TKB placed before the house the Minutes of the 1st MC Meeting held on 25th July, 2022. It was unanimously accepted and placed for record. To ensure transparency, access to Minutes for all Committee meetings being granted to UWA members stored at http://urbanawa.com/committee_meetings.php, upon logging as 'Member' [Earlier only Admin could access].</p>	
3.	<p><u>Updates by Sub-committees:</u></p> <p><u>Safety & Security:</u> PP informed the members that 1st meeting of the committee was held on 1st August'22. Representation from UFM, MyGate, SIS & NIS were there. Major points highlighted</p> <ol style="list-style-type: none"> RFID system will be implemented soon. To stop parking in front of/around the Club premises. Prolonged parking in front of the main entrance of towers will be dealt with strictly. Night patrolling will be strictly adhered to. <p><u>CAM – Procurement process by UFM</u> HKK briefed the house as follows: A meeting was held with UFM wherein it was discussed that immediate policy decision should be taken to monitor the usage of consumables. All the materials should be accounted as stock. Materials must be issued from the stock by issue vouchers clearly mentioned the accounting head with accurate allocations. Segregations should be made between Phase 1 and bungalow area consumptions. It was also agreed upon that purchasing system to be redesigned to have proper bidding process and finalisation will be only with the consent of UWA CAM team. It was also observed that vendor charges are on higher side. To resolve this issue, it was suggested that multiple vendors quotations to be invited to get best price without compromising the quality. NK will also assist to arrange meeting with present vendors to discuss this issue.</p> <p>In this context KKN informed the house that Surekha ji is currently out country. Hopefully he will be back within next few days and expressed confidence that meeting with BNRI could take place by next week. NK emphasised that it is high time for UWA to take a firm stand on this issue and we should have a deadline to get response from BNRI for our meeting date. After due deliberations it was unanimously decided that if no confirmation for meeting from BNRI received by 12th August'22, then</p>	

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UWA will issue advisory to residents not to pay CAM chares for August'22 till the issue is resolved.

Health – Vaccine Camp:

YPM stated that the camp was a successful event for this committee. 150+ residents and household persons availed this opportunity. Appreciations are well received. All members present appreciated the hard work of YPM and RS.

Housekeeping:

RS informed the members that his team have initiated meetings with UFM raising concern on various gray areas, 38 such areas are identified where immediate action to be taken by UFM. Window cleaning is top on the agenda, hopefully from next week it will start. There are issues related to garbage disposal. We will address the issue. Floor cleaning machine also will be there for lobby cleaning. Positive responses are there from UFM side. RS is confident that appropriate steps will be taken in soonest possible time by UFM. Proper follow-up will be there by this committee and periodically report will be issued.

Association Formation:

AJ informed the house that a meeting was held with BNRI wherein KKN & Sanjeev Nandwani ji were also present. Members wanted to know from BNRI the status of forwarding the form E to all owners to get their consent as this is the first step of Association formation process. Although they confirmed that they will maintain the timeline agreed by them but it seems that unless they get directive from BNRI top management things will not move. Hence we have to wait for the forthcoming meeting with BNRI management.

Fire safety:

NK informed the house that Brahmamoy Bose a competent person in Fire fighting system. Major points highlighted by him during a Fire Committee meetings is awareness camp, 1 Fire Marshal at least for each tower; identify area for helicopter winching for rescue operation. Fire drill to be conducted. Fire audit by 3rd party agency. Our target is safe living and peaceful leaving.

4. **Updates on RFQ for (a) Creative Designing (b) Decorator's materials for event:**

TKB stated that as per our stand to maintain transparency in all areas, we have floated RFQ for creative designing and decorator's materials for various UWA events. We have received very good response from various vendors.

- a. Creative Designing – 7 (seven) quotations received. Comparison statement prepared and posted in MC group. Order for creatives for WhatsApp is being placed with the Lowest bidder. For other designing proposals, Communications and Utsav Committee should evaluate their work, compare with past pricing and then take decision.
- b. Decorator's materials- 7 (seven) quotations received. Comparison statement made and posted in MC group. Utsav Committee should evaluate their quality and capabilities and then compare with past pricing and then take a decision.

These rates could be used as a guideline while finalising the vendors for various events. Members appreciated the move ensuring transparency.

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5. Discussion on expert opinion on applicability of GST on subscriptions:

As per the opinion received from the expert committee It was resolved that GST is payable on Utsav Subscription, hence UWA will apply GST in all transactions. GST will be applied on Subscriptions collection for UTSAV.

Expert opinion report appended.

APPLICABILITY OF GST ON UWA SUBSCRIPTIONS IN ANY FORM

Whether we can use the TERM DONATION for Exempt of GST ?

GST IS NOT LEVIABLE ONLY where all the three conditions are satisfied namely the gift or donation is made to a charitable organization, the payment has the character of gift or donation and the purpose is philanthropic (i.e. it leads to no commercial gain) and not advertisement.

Please cross check the above in terms of the above Circular No. 116/35/2019-GST dated 11-10-2019.

The amount collected as membership subscription and admission fees from members by the Association or Club to meet out the expenses for the object for which it is incorporated viz; meeting expenses, communication expenses, Audit fees, and the like. As there is no furtherance of business in this activity and neither any service are rendered, whether the above transaction can be considered as supply of services to its Members under GST?

The association and its members are distinct persons and the amounts/consideration received by the Association or Club from its members are nothing but consideration received for supply of goods/services as a separate entity. The principles of mutuality, which has been cited earlier to support the contention that GST is not leviable in its case, is not applicable in view of the amended Section 7 of the CGST Act, 2017 and therefore, the Association or Club has to pay GST on the said amounts received against membership subscription and admission fees from members.

Please cross check the above in terms of the Advance Ruling No. GST-ARA-14/2020-21/B-95 dated 22-11-2021 in re Rotary Club of Nagpur Vision (GST AAR Maharashtra)

Why GST is payable in Current FY 22-23 Subscriptions ?

The newly inserted Sec 7(1)(aa) of the CGST Act comes into force from 1 Jan 2022, but has retrospective effect from 1 July 2017. This requires clubs and associations to pay GST on contributions from Members which was hitherto held to be NOT a service by the Supreme Court in the Calcutta Club Judgement based on the principle of mutuality.

Summary : GST is applicable on any kind of amount collected by the UWA in any form such as Donations, Subscriptions, Contributions, Admission, etc. The current GST rate is 18%.

CA Sunil Kumar Singhania – Treasurer

Advocate Abhishek Jalan – Jt. Treasurer 2

CA Harish Kabra

Prabir Paul – Jt. Treasurer 1

CA Anil Jhunjunwala

CA Satish Jalan



URBANA WELFARE ASSOCIATION

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6.	<p><u>List of Utsav to be celebrated by UWA during 22-23:</u></p> <ol style="list-style-type: none">1. Khuti Puja2. Ganesh Chaturthi3. Mahalaya4. Durga Puja5. Laxmi Puja6. Kali Puja7. Diwali8. Christmas9. Lohri10. Saraswati Puja11. Holi12. Poila Baisakh <p>Like past, UWA will also organise following events on a contributory basis:</p> <ol style="list-style-type: none">1. Deep Utsav2. New Years Eve <p>UWA plans to extend support but without any financial contribution to following utsav:</p> <ol style="list-style-type: none">1. Janmashatmi2. Hanuman Janmostav																							
7.	<p><u>Discussion and fixation of annual subscription for 2022-23:</u></p> <p>After lengthy discussion it was unanimously decided that annual subscription will be RS.6000/- (including GST) per family, as per breakdown below:</p> <table><tr><td>Subscription</td><td>Rs.5085</td></tr><tr><td>GST</td><td>Rs. 915</td></tr><tr><td>Total</td><td>Rs.6000</td></tr></table>	Subscription	Rs.5085	GST	Rs. 915	Total	Rs.6000																	
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8.	<p><u>Presentation of Utsav Budget for 22-23</u></p> <p>SC tabled the Budget of Utsav during 22-23 as under:</p> <p style="text-align: center;">Budget - UWA Utsav 2022-23</p> <table border="1"><thead><tr><th>EVENT/UTSAV</th><th>AMOUNT IN LACS</th></tr></thead><tbody><tr><td>GANESH PUJA</td><td>1.20</td></tr><tr><td>KHUTI PUJA</td><td>0.85</td></tr><tr><td>DURGA PUJA, MAHALAYA, LAXMI PUJA, KALI PUJA, SOUVENIR</td><td>40.00</td></tr><tr><td>DIWALI, DEEP UTSAV</td><td>19.00</td></tr><tr><td>XMAS</td><td>1.00</td></tr><tr><td>NEW YEAR</td><td>6.00</td></tr><tr><td>POILA BAISAKH</td><td>2.00</td></tr><tr><td>SARASWATI PUJA</td><td>2.00</td></tr><tr><td>HOLI</td><td>5.00</td></tr><tr><td>TOTAL IN LACS</td><td>77.05</td></tr></tbody></table>	EVENT/UTSAV	AMOUNT IN LACS	GANESH PUJA	1.20	KHUTI PUJA	0.85	DURGA PUJA, MAHALAYA, LAXMI PUJA, KALI PUJA, SOUVENIR	40.00	DIWALI, DEEP UTSAV	19.00	XMAS	1.00	NEW YEAR	6.00	POILA BAISAKH	2.00	SARASWATI PUJA	2.00	HOLI	5.00	TOTAL IN LACS	77.05	
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FUND GENERATION PROSPECT	AMOUNT IN LACS
SUBSCRIPTION 650 FLATS @5085 (Estimated)	33.05
EXPECTED SPONSORSHIP	52.50
TOTAL	85.55
LESS: UWA EXPENSES	(-)8.50
TOTAL IN LACS	77.05

All members took part in this discussion. SC explained the details of each event costing. SC requested all members to involve actively and extend full support in collection of sponsorship since this year subscription collection will be less than previous year due to GST compliance. After discussion the proposed budget was unanimously approved by the house.

9. **Khuti Puja:**
SC placed the itemised Budget for Khuti Puja as under:

**Khuti Puja 2022
Budget Breakup**

Srl No	Description	Budget 2022
1	Pandal & Decoration including chairs, Stage, Kitchen Shed & others to accommodate 500 persons	30,000
2	Puja samagri from Dasha karma bhandar, including Pujari	20,000
3	Arrangement of live breakfast estimated 500 person @70/- per head	35,000
	Total	85,000

The proposed budget was discussed by the members. It was approved unanimously.

10. **Independence Day Celebrations plan and itemised Budget:**

TKB stated that program arrangements are in progress. Flag hoisting will be at 9AM, thereafter group songs will be performed by the residents followed by Kids fashions show (age 3-15 years). Ms. Shilpi Choudhury has taken responsibility to organize these 2 events. Mementos will be given to the kids. 200 sweets packets will be distributed to Housekeeping, Security personnel costing Rs.10,000/-. NK and NS jointly will bear the cost and will arrange the snacks packets. It was also decided that KKN as a President of UWA will host the flag. Proposed budget as under

**CELEBRATION OF 75TH INDEPENDENCE DAY (AZADI KA AMRIT MAHOTSAV)
PROPOSED BUDGET**

S.No	Description	Budget 2022
1	Sound System	4,500
2	Sweets Pack 200 box @ Rs.50 each	10,000
3	Tea, Biscuits & Samosa	3,000
4	Flags	1,500
5	Stage, Chairs etc	8,000
6	Gifts for participants @Rs.200 x 30	6,000
7	Executive Sweet Packs 500 x 8	4,000
	Total	37,000

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The proposed budget was discussed and approved by the house.

11 **Presentation of UWA Admin & Project Budget 2022-23**

SKS joined the meeting over Video call and placed before the house Admin & Project Budget for 2022-23. Summarised Details as under:

Total Expenses	Rs.11,00,000.-
Less: Expected from Utsav	Rs. 8,50,000.-
Deficit- Funds to be arranged	Rs. 2,50,000.-

The house discussed the proposed budget in details and agreed to concentrate on getting additional revenue through digital promotion and other means. Points raised by members were clarified. The budget was approved unanimously.

The details budget document is appended below

Urbana Welfare Association - Admin & Projects Budget for 22-23

BUDGET		
	<u>22-23</u>	<u>Remarks</u>
<u>Admin Expenses</u>		
Remuneration to office Staff	220000	OT, Incentive
Accounting Charges	0	
Election Expenses	15000	Actual
Audit Fees	30000	New Auditor
Depreciation	25000	
Printing & Stationery	100000	Newsletters
Website Expense	30000	e-payment options
Meeting Expenses	100000	more meetings
Professionals/Legal Fees	50000	for RWA
AGM Expenses	35000	Actual
Office Expenses	25000	
Internet Expense	6000	
Late Fees/Penalty		
Conveyance	5000	
Bank Charges	1000	
General Charges	8000	
<u>Admin Expense (A)</u>	650000	
<u>UWA Events/Projects</u>		
Sports Events	50000	
Republic Day	33000	
Independence day	37000	75th Ind day
Rewards & Recognition	100000	Motivation
Water Testing Charges	15000	
Vaccination Camp	25000	multiple camps
Social Service	100000	more service
Health Services	50000	Medical Room
Misc Events	40000	

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<u>Events/Projects (B)</u>	450000
Total Expenses (A+B)	1100000
Less: Exp from Utsav	-850000
Deficit - Funds to be arranged	250000

12. Update List of Sub-committees till 6th August, 2022:

UWA Sub-Committees for 2022-23 (till now)

Sub-Committee	Convenor	Co-convenor
Formation of Association (RWA)	Sanjeev Nandwani	Anil Kr. Jhunjhunwala
KMC & Local auth. Matters	Prabir Paul	Tarun Kr Basu
Infrastructure @Urbana-II	Rajiv Ganeriwala	Ritesh Singh
Membership	Nirmal Sarawgi	Gopi Ram Dhuwalia
Health Services	Pradeep Bhatia	Yash Pal Mehra
Fire Safety	Manish Hirawat	Rajesh Kr Singhal
Security & Safety	Prabir Paul	Manish Hirawat
Housekeeping	Rajesh Kr Singhal	Ritesh Singh
Outdoor Sports	Sayed Akbar Imam	Ritesh Singh
Club- Gym & Indoor sports	Archit Sonika	Rajesh Kr Singhal
Club- Restaurant/Bar & Events	Nikhil Kothari	Nirmal Sarawgi, Rahul Jha
Common Area Mtn.	Harish Kr Kabra	Sunil Kr Singhanian, Abhishek Jalan
Tech 1 (WTP/STP/ Drainage/AC/ /Gas/Elec.)	Anil Kr Jhunjhunwala	Radhey Shyam Khetan, Debo Priyo Biswas
Tech 2 (Plumbing /Windows / Repairs/ Mosquito / Ors.)	Sunil Kr Singhanian	Yash Pal Mehra, Shyam S Sonika
Grievance Redressal	Gopi Ram Dhuwalia	Rajesh Kr Singhal
Vendor Management	Yash Pal Mehra	Nirmal Sarawgi
Landscaping/Gardening	Ankit Chaudhury	Gopi Ram Dhuwalia
Social Services	Yash Pal Mehra	AbhiToshek Jalan, Mamta Agarwal
Environment Services	Abhishek Jalan	Pradip Kr Sinha
Digitization (website, TV & MyGate)	Pradip Kr Sinha	Satish Jalan, Archt Sonika
Communications	Satish Jalan	Ankit Chaudhury
Utsav	Sujoy Chattaraj	Rajiv Ganeriwala

13. Tower Team

After due deliberations the following persons were nominated as Tower Captains:

Tower No	Captain	Captain	Co-ordinator
1	Ritu Agarwal	Alka Tibrewal	Manish Hirawat
2	Sunita Mundra	Mridula Jalan	Anil Kr Jhunjhunwala
3	Jyoti Sapru	Pratyush Jhunjhunwala	Archit Sonika
4	Suruchi Choudhary	Suchismita Mukherjee	Abhishek Jalan
5	Shyam S Sonika	Rijula Das Gupta	Sunil Kr Singhanian
6	Tanima Mallick	Tanuja Bhaduri	Yash Pal Mehra
7	Proteeti Mullick	Nidhi Goenka	Ritesh Singh



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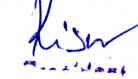
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14.	<u>Appointment of Auditor</u> Since re-appointment of existing Auditor was turned down, UWA need to appoint a Statutory Auditor for FY 22-23 and KKN requested members to explore a good Auditor and get quote for 2-3 Auditors.	
15	<u>Support to campaign: Child labour free apartment – affirmation :</u> TB informed the members that a proposal received from a NGO to take an oath for child free labour/worker apartments at Urbana. It was discussed that since UWA do not have complete visibility about labours/workers/ helping hands working inside apartments and not in a position to confirm the same, hence it will not be right to take such oath at this stage.	
16	<u>Any Other Matter</u> KKN updated that he had requested Mr Peeyush Pandey to review the 'Pet Policy' as it has been almost a year since it was framed. Mr Pandey shared his review on 5 th Aug'22 which was shared with all Urbanites.	
17	<u>Closure of meeting:</u> The meeting concluded at 9:30 pm	

URBANA WELFARE ASSOCIATION


Secretary

URBANA WELFARE ASSOCIATION


President

