

# Purbanchal Housing Apartment Owners' Association

House No:91, Barthakur Mill Road, Ulubari, Guwahati-781007

Regd. No: RS/KAM(M)-03/263/14 of 2023-2024 under Societies Registration Act XXI of 1860

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Bhupati Adhikary  
President

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Secretary

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Treasurer

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No: PHAOA/Minutes/EC/2024-25/05

Date: 07-04-2025

## Minutes of Meeting of Executive Committee held on 16-03-2025

A meeting of the Executive Committee of Purbanchal Housing Apartment Owners' Association was held on **16-03-2025 at 7-30PM** under the Presidentship of Sri Bhupati Adhikary and the meeting was attended by the EC members to discuss the following Agenda Points:

1. Review of works undertaken during the last two years.
2. Discussion on the works related to the drainage system.
3. Maintenance-related issues of the Complex.
4. Collection of Areas related to Monthly Maintenance Subscriptions.
5. Fixation of date for the AGM for the year 2024-2025
6. Miscellaneous.

At the outset President welcome all the EC members present in the meeting & read out agenda points of the meeting & requested Secretary to proceed as per the agenda points.

The list of participants is attached as Annexure-I

### **1. Review of works undertaken during the last two years.**

The Secretary presented a PowerPoint overview of accomplishments from 2023-2024 and 2024-2025, highlighting the key achievements:

- a. Upgraded storage capacity of existing CCTV systems from 7 to 30 days, aligning with the latest Government of Assam regulations.
- b. Registered the Society under the Societies Registration Act-XXI-1860.
- c. Adoption of Constitution of the Society.
- d. Amalgamation of the Bank Account of L.B. Apartment with Common account of the Society pertaining to Lift Maintenance
- e. Allotment of PAN in the name of the Society
- f. Installation of Fire Fighting System.
- g. Repairing, Renovation & painting of boundary walls of the Complex.
- h. Replacement of aluminum wiring with copper & segregation of individual connections from common wiring of Society's installation at the landing portions of Kaushik Apartment.
- i. Making arrangement for 24 x 7 power supply to CCTV installations.
- j. Replacement of the existing name board of occupants of LB Apartment.
- k. Availing of JICA Assisted Guwahati Jal Board water supply connection.
- l. Complete digitalisation of Accounting System.
- m. Segregation of the Gica water supply system from the toilet of Security Guards & other miscellaneous washing process.

- n. Laying of drainage Pipeline to drain out the rain water from the complex by the side of Kaushik Apartment.
- o. Complete digitalisation of the Office room & all other activities of the Society.
- p. Implementation of conducting EC meeting through Digital Platform.

**2. Discussion on the works related to the drainage system.**

The Secretary informed the house that a second water drainage pipe is required to be laid before the onset of the monsoon to avoid water logging & stagnation of filthy water inside the campus. He also informed that the expenditure would be met from the available fund of the Society.

After a brief discussion on the issue, the house authorized Secretary to carry out the work after obtaining necessary road cutting permission from the PWD Authority.

**3. Maintenance-related issues of the Complex**

The secretary informed the house that few flat owners/tenants have piled the scrap materials inside the campus creating an un-hygienic atmosphere inside the campus.

The house deliberated the issue in details & authorized Secretary to write a general letter on this issue & to request the concerned flat owners/tenants to remove the piled up scrap materials within a specified time & failing to do so, Society will remove the same as an one-time measure & afterwards if any flat owner/tenant fails to clear the piled up debris within a specified time, Society will remove the same & cost involved for the same will be added with the monthly subscription of the corresponding month of the concerned flat owner/tenant.

**4. Collection of Arears related to Monthly Maintenance Subscriptions**

The Secretary shared a list of occupants who did not pay the monthly subscriptions for last three months before the house. The total outstanding stand as on date is Rs.65,600/.

The house had taken a very serious note of the same & unanimously condemn the deliberate negligence in discharging their duties & responsibilities towards the Society & requested Secretary & Treasurer to take appropriate actions immediately to recover the outstanding amount.

**5. Fixation of date for the AGM for the year 2024-2025.**

The house unanimously decided to hold the Biennial General Meeting of the Society on **1st May, 2025 at 11-30 AM at the Car Parking Area.**

**6. Miscellaneous.**

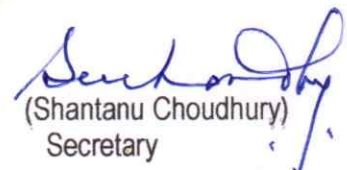
The House unanimously opined for gratification of the amendment of the Constitution of the Society pertains to the **Clause 26(iii)** under head "**UNPAID LIABILITY**" which inter alia that "If any tenant fails to pay the maintenance charges or any other dues of the Society for more than **two consecutive months, (instead of Six months)** the concerned flat owner shall be liable to clear the dues with late fine as laid down above"

As there were no other items to transact, the meeting then came to an end with vote of thanks extended by the Secretary.

Copy for information to:

1. All Flat Owners & Tenants of Purbanchal Housing Complex.

  
(Bhupati Adhikary)  
President

  
(Shantanu Choudhury)  
Secretary